



BIDDING DOCUMENTS

For

**REPLACEMENT OF THREE PASSENGER LIFTS INSTALLED AT MAIN BANK
BUILDING SBP HEAD OFFICE KARACHI**

Technical Proposal

Volume-I

Dec-24



PART-A

BIDDING PROCEDURE & REQUIREMENTS

SECTION I: INVITATION TO BIDS



SBP BANKING SERVICES CORPORATION

Engineering Department

Head Office Karachi

Reference No: ED/PROC-HOK/147103/2024/229

INVITATION TO e-BID

1. State Bank of Pakistan Banking Services Corporation, invites electronic bids from the suppliers/ contractors'/ service providers, who are registered with Income & Sales Tax registration and are on Active Taxpayers List (ATL) of FBR. Details of project(s) is listed in below table:

Sr. No.	Tender No	Title of Procurement	Date & Time of		Bid Security (Rs.)
			Bid Submission	Bid Opening	
1.	216	Building Repair Works in Main Bank Building Premises, SBP Head Office Karachi	07-Jan-25 till 12:00 PM	07-Jan-25 at 12:30 PM	70,000/-
2.	229	Replacement of Three Passenger Lifts installed at Main Bank Building SBP, Head Office Karachi			1,000,000/-

2. The Bidding shall be conducted in line with the Rule 36 (a) Single Stage - Two Envelope procedure. E-bidding documents as per regulations, containing detailed terms and conditions, specifications and requirements etc. are available for the registered bidders on EPADS at (www.eprocure.gov.pk).
3. Bid(s) must be accompanied by a Bid Security as mentioned above. The bidders shall upload scanned copy of Bid Security on EPADS. Original bid security must be submitted at below address.
4. The electronic bids, must be submitted by using EPADS on or before schedule mentioned in above table. Manual bids, shall not be accepted. Electronic Bids will be opened by using EPADS publicly on the same day on schedule mentioned in above table at Office of PA to Director Engineering, 1st Floor, SBP Bolton Market Building, M.A. Jinnah Road Karachi (Ph # 021-3245-4122/05/71). In case the bid opening date falls on a public holiday, the bids will be opened on the next working day at the same time and on the same venue.

Sd/-

Director Engineering
1st Floor, Engineering Department,
SBP-BSC Bolton Market Building,
M.A. Jinnah Road Karachi



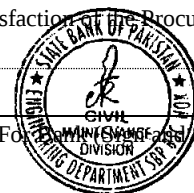
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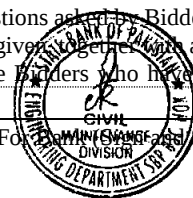
SECTION II: INSTRUCTION TO BIDDERS (ITBs)

Section II. Instructions to Bidders (ITBs)

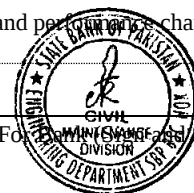
A. Introduction	
1. Scope of Application	1.1 The Procuring Agency (PA), as indicated in the Bid Data Sheet (BDS) invites Bids for the provision of Goods as specified in the BDS and Section V - Technical Specifications & Schedule of Requirements. The successful Bidders will be expected to supply and install the machine within the specified period and timeline(s) as stated in the BDS.
2. Sources of Funds	2.1 Source of funds is referred in Clause-2 of Invitation to Bids.
3. Eligible Bidders	3.1 A Bidder may be natural person, company or firm or public or semi-public agency of Pakistan or of any foreign country, or any combination of them with a formal existing agreement (on Judicial Papers) in the form of a joint venture, consortium, or association. In the case of a joint venture, consortium, or association, all members shall be jointly and severally liable for the execution of the Contract in accordance with the terms and conditions of the Contract. The joint venture, consortium, or association shall nominate a Lead Member as nominated in the BDS, who shall have the authority to conduct all business for and on behalf of any and all the members of the joint venture, consortium, or association during the Bidding process, and in case of award of contract, during the execution of contract. 3.2 The appointment of Lead Member in the joint venture, consortium, or association shall be confirmed by submission of a valid Power of Attorney to the Procuring Agency. 3.3 Verifiable copy of the agreement that forms a joint venture, consortium or association shall be required to be submitted as part of the Bid. 3.4 Any bid submitted by the joint venture, consortium or association shall indicate the part of proposed contract to be performed by each party and each party shall be evaluated (or post qualified if required) with respect to its contribution only, and the responsibilities of each party shall not be substantially altered without prior written approval of the Procuring Agency and in line with any instructions issued by the Authority. 3.5 The invitation for Bids is open to all prospective supplier, manufacturers or authorized agents/dealers subject to any provisions of incorporation or licensing by the respective national incorporating agency or statutory body established for that particular trade or business. 3.6 Foreign Bidders must be locally registered with the appropriate national incorporating body or the statutory body, before participating in the national/international competitive tendering with the exception of such procurements made by the foreign missions of Pakistan. For such purpose the bidder must have to initiate the registration process before the bid submission and the necessary evidence shall be submitted to the procuring agency along with their bid, however, the final award will be subject to the complete registration process. 3.7 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: - are associated or have been associated in the past, directly or indirectly with a firm or any of its affiliates which have been engaged by the Procuring Agency to provide consulting services for the preparation of the design, specifications and other documents to be used for the procurement of goods and related services to be procured under this Invitation for Bids. - have controlling shareholders in common; or - receive or have received any direct or indirect subsidy from any of them; or - have the same legal representative for purposes of this Bid; or - 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 regarding this Bidding process; or - Submit more than one Bid in this Bidding process. 3.8 A Bidder may be ineligible if – - he is declared bankrupt or, in the case of company or firm, insolvent; - 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; - legal proceedings are instituted against such Bidder involving an order suspending payments and which may result, in accordance with the national laws, in a declaration of bankruptcy or in any other situation entailing the total or partial loss of the right to administer and dispose of the property; - the Bidder is convicted, by a final judgment, of any offence involving professional conduct; - the Bidder is blacklisted and hence debarred due to involvement in corrupt and fraudulent practices, or performance failure or due to breach of bid securing declaration. - The firm, supplier and contractor is blacklisted or debarred by a foreign country, international organization, or other foreign institutions for the period defined by them. 3.9 Bidders shall provide to the Procuring Agency evidence of their eligibility, proof of compliance with the necessary legal requirements to carry out the contract effectively. 3.10 Bidders shall provide such evidence of their continued eligibility to the satisfaction of the Procuring Agency, as the Procuring Agency shall reasonably request.



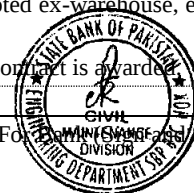
	3.11	Bidders shall submit proposals relating to the nature, conditions and modalities of sub-contracting wherever the sub-contracting of any elements of the contract amounting to the more than ten (10) percent of the Bid price is envisaged.
4. Eligible Goods and Related Services	4.1	All the goods and related services to be supplied under the contract shall have their origin in eligible source countries, and all expenditures made under the contract will be limited to such goods and services. For purpose of this Bid, ineligible countries are stated in the section-4 titled as "Eligible Countries".
	4.2	For purposes of this Clause, "origin" means the place where the goods are mined, grown, cultivated, produced, manufactured, or processed, or through manufacture, procession, or assembly, another commercially recognized article results that differs substantially in its basic characteristics from its imported components or the place from where the related services are/to be supplied.
	4.3	The nationality of the supplier that supplies and install the goods shall not determine the origin of the goods.
	4.4	To establish the eligibility of the Goods and the related services, Bidders shall fill the country of origin declarations included in the Form of Bid.
	4.5	If so required in the BDS , the Bidder shall demonstrate that it has been duly authorized by the manufacturer of the goods to deliver in Pakistan (or in respective country in case of procurement by the Pakistani Missions abroad), the goods indicated in its Bid.
5. One Bid per Bidder	5.1	A bidder shall submit only one Bid, in the same bidding process, either individually as a Bidder or as a member in a joint venture or any similar arrangement.
	5.2	No bidder can be a sub-contractor while submitting a Bid individually or as a member of a joint venture in the same Bidding process.
	5.3	A person or a firm cannot be a sub-contractor with more than one bidder in the same bidding process.
6. Cost of Bidding	6.1	The Bidder shall bear all costs associated with the preparation and submission of its Bid, and the Procuring Agency shall in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.
B. Bidding Documents		
7. Contents of Bidding Documents	7.1	The goods required, bidding procedures, and terms and conditions of the contract are prescribed in the Bidding Documents. In addition to the Invitation to Bids, the Bidding Documents which should be read in conjunction with any addenda issued in accordance with ITB 9.2 include: Section I -Invitation to Bids Section II Instructions to Bidders (ITBs) Section III Bid Data Sheet (BDS) Section IV Eligible Countries Section V Schedule of Requirements and Technical Specifications Section VI Standard Forms Section VII General Conditions of Contract (GCC) Section VIII Special Conditions of Contract (SCC) Section IX Contract Forms
	7.2	The number of copies to be completed and returned with the Bid is specified in the BDS .
	7.3	The Procuring Agency is not responsible for the completeness of the Bidding Documents and their addenda, if they were not obtained directly from the Procuring Agency or the signed pdf version from downloaded from the website of the Procuring Agency. However, Procuring Agency shall place both the pdf and same editable version to facilitate the bidder for filling the forms.
	7.4	The Bidder is expected to examine all instructions, forms, terms and specifications in the Bidding Documents. Failure to furnish all the information required in the Bidding Documents will be at the Bidder's risk and may result in the rejection of his Bid.
8. Clarification of Bidding Documents	8.1	A prospective Bidder requiring any clarification of the Bidding Documents may notify the Procuring Agency in writing or in electronic form that provides record of the content of communication at the Procuring Agency's address indicated in the BDS .
	8.2	The Procuring Agency will within three (3) working days after receiving the request for clarification, respond in writing or in electronic form to any request for clarification provided that such request is received not later than three (03) days prior to the deadline for the submission of Bids as prescribed in ITB 23.1 . However, this clause shall not apply in case of alternate methods of Procurement.
	8.3	Copies of the Procuring Agency's response will be forwarded to all identified Prospective Bidders through an identified source of communication, including a description of the inquiry, but without identifying its source. In case of downloading of the Bidding Documents from the website of PA, the response of all such queries will also be available on the same link available at the website.
	8.4	Should the Procuring Agency deem it necessary to amend the Bidding Documents as a result of a clarification, it shall do so following the procedure under ITB 9 .
	8.5	If indicated in the BDS , the Bidder's designated representative is invited at the Bidder's cost to attend a pre-Bid meeting at the place, date and time mentioned in the BDS . During this pre-Bid meeting, prospective Bidders may request clarification of the schedule of requirement, the Evaluation Criteria or any other aspects of the Bidding Documents.
	8.6	Minutes of the pre-Bid meeting, if applicable, including the text of the questions asked by Bidders, including those during the meeting (without identifying the source) and the responses given by the Procuring Agency, any responses prepared after the meeting will be transmitted promptly to all prospective Bidders who have obtained the



		Bidding Documents. Any modification to the Bidding Documents that may become necessary as a result of the pre-Bid meeting shall be made by the Procuring Agency exclusively through the use of an Addendum pursuant to ITB 9 . Non-attendance at the pre-Bid meeting will not be a cause for disqualification of a Bidder.
9. Amendment of Bidding Documents	9.1	Before the deadline for submission of Bids, the Procuring Agency for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder or pre-bid meeting may modify the Bidding Documents by issuing addenda.
	9.2	Any addendum issued including the notice of any extension of the deadline shall be part of the Bidding Documents pursuant to ITB 7.1 and shall be communicated in writing or in any identified electronic form that provide record of the content of communication to all the bidders who have obtained the Bidding Documents from the Procuring Agency. The Procuring Agency shall promptly publish the Addendum at the Procuring Agency's web page identified in the BDS: Provided that the bidder who had either already submitted their bid or handed over the bid to the courier prior to the issuance of any such addendum shall have the right to withdraw his already filed bid and submit the revised bid prior to the original or extended bid submission deadline.
	9.3	To give prospective Bidders reasonable time in which to take an addendum/corrigendum into account in preparing their Bids, the Procuring Agency may, at its discretion, extend the deadline for the submission of Bids: Provided that the Procuring Agency shall extend the deadline for submission of Bid, if such an addendum is issued within last three (03) days of the Bid submission deadline.
C. Preparation of Bids		
10. Language of Bid	10.1	The Bid prepared by the Bidder, as well as all correspondence and documents relating to the Bid exchanged by the Bidder and the Procuring Agency shall be written in the English language unless otherwise specified in the BDS . Supporting documents and printed literature furnished by the Bidder may be in another language provided they are accompanied by an accurate translation of the relevant pages in the English language unless specified in the BDS , in which case, for purposes of interpretation of the Bidder, the translation shall govern.
11. Documents and Sample(s) Constituting the Bid	11.1	The Bid prepared by the Bidder shall constitute the following components: - a) Form of Bid and Bid Prices completed in accordance with ITB 14 and 15 ; b) Details of the Sample(s) where applicable and requested in the BDS . c) Documentary evidence established in accordance with ITB 13 that the Bidder is eligible and/or qualified for the subject bidding process; d) Documentary evidence established in accordance with ITB 13.3(a) that the Bidder has been authorized by the manufacturer to deliver the goods into Pakistan, where required and where the supplier is not the manufacturer of those goods; e) Documentary evidence established in accordance with ITB 12 that the goods and related services to be supplied by the Bidder are eligible goods and services, and conform to the Bidding Documents; f) Bid security or Bid Securing Declaration furnished in accordance with ITB 18 ; g) Duly Notarized Power of Attorney authorizing the signatory of the Bidder to submit the bid; and h) Any other document required in the BDS
	11.2	Where a sample(s) is required by a procuring agency, the sample shall be: (a) submitted as part of the bid, in the quantities, dimensions and other details requested in the BDS ; (b) carriage paid; (c) received on, or before, the closing time and date for the submission of bids; and (d) evaluated to determine compliance with all characteristics listed in the BDS .
	11.3	The Procuring Agency shall retain the sample(s) of the successful Bidder. A Procuring Agency shall reject the Bid if the sample(s)- (a) do(es) not conform to all characteristics prescribed in the bidding documents; and (b) is / are not submitted within the specified time clearly mentioned in the Bid Data Sheet.
	11.4	Where it is not possible to avoid using a propriety article as a sample, a Bidder shall make it clear that the propriety article is displayed only as an example of the type or quality of the goods being Bided for, and that competition shall not thereby be limited to the extent of that article only.
	11.5	Samples made up from materials supplied by a Procuring Agency shall not be returned to a Bidder nor shall a Procuring Agency be liable for the cost of making them.
	11.6	All samples produced from materials belonging to an unsuccessful Bidder shall be kept by the Procuring Agency till thirty (30) days from the date of award of contract or exhaust of all the grievance forums (including those pending at Authority's Level or in some Court of Law).
12. Documents Establishing Eligibility of the Goods and Related Services and Conformity to Bidding Documents	12.1	Pursuant to ITB 11, 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 goods and related services which the Bidder proposes to deliver.
	12.2	The documentary evidence of the eligibility of all goods and related services shall consist of a statement in the Price Schedule of the country of origin of the goods and related services offered which shall be confirmed by a certificate of origin issued at the time of shipment.
	12.3	The documentary evidence of conformity of the goods and related services to the Bidding Documents may be in the form of literature, drawings, and data, and shall consist of: a. a detailed description of the essential technical specifications and performance characteristics of the Goods;



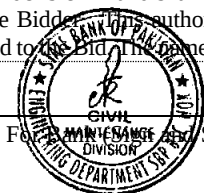
	b. an item-by-item commentary on the Procuring Agency's Technical Specifications demonstrating substantial responsiveness of the Goods and Services to those specifications, or a statement of deviations and exceptions to the provisions of the Technical Specifications; c. any other procurement specific documentation requirement as stated in the BDS. 12.4 The Bidder shall also furnish a list giving full particulars, including available sources and current prices of goods, spare parts, special tools, etc., necessary for the proper and continuing functioning of the Goods during the period specified in the BDS following commencement of the use of the goods by the Procuring Agency. 12.5 For purposes of the commentary to be furnished pursuant to ITB 12.3(c) above, the Bidder shall note that standards for workmanship, material, and equipment, as well as references to brand names or catalogue numbers designated by the Procuring Agency in its Technical Specifications, are intended to be descriptive only and not restrictive. The Bidder may substitute alternative standards, brand names, and/or catalogue numbers in its Bid, provided that it demonstrates to the Procuring Agency's satisfaction that the substitutions ensure substantial equivalence to those designated in the Technical Specifications. 12.6 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.
13. Documents Establishing Eligibility and Qualification of the Bidder	13.1 Pursuant to ITB 11, 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. 13.2 The documentary evidence of the Bidder's eligibility to Bid shall establish to the satisfaction of the Procuring Agency that the Bidder, at the time of submission of its bid, is from an eligible country as defined in Section-4 titled as "Eligible Countries". 13.3 The documentary evidence of the Bidder's qualifications to perform the contract if its Bid is accepted shall establish to the satisfaction of Procuring Agency that: a) in the case of a Bidder offering deliver the goods under the contract which the Bidder did not manufacture or otherwise produce, the Bidder has been duly authorized by the Manufacturer or producer to deliver the goods in Pakistan; b) The Bidder has the financial, technical, and supply/production capability necessary to perform the Contract, meets the qualification criteria specified in BDS. c) in the case of a Bidder not doing business within Pakistan, the Bidder is or will be (if awarded the contract) represented by an Agent in Pakistan equipped, and able to carry out the Supplier's maintenance, repair, and spare parts-stocking obligations prescribed in the Conditions of Contract and/or Technical Specifications. d) That the Bidder meets the qualification criteria listed in the Bid Data Sheet.
14. Form of Bid	14.1 The Bidder shall fill the Form of Bid furnished in the Bidding Documents. The Bid Form must be completed without any alterations to its format and no substitute shall be accepted.
15. Bid Prices	15.1 The Bid Prices and discounts quoted by the Bidder in the Form of Bid and in the Price Schedules shall conform to the requirements specified below in ITB Clause 15 or exclusively mentioned hereafter in the bidding documents. 15.2 All items in the Schedule of requirement must be listed and priced separately in the Price Schedule(s). If a Price Schedule shows items listed but not priced, their prices shall be construed to be included in the prices of other items. 15.3 Items not listed in the Price Schedule shall be assumed not to be included in the Bid, and provided that the Bid is still substantially responsive in their absence or due to their nominal nature, the corresponding average price of the respective item(s) of the remaining substantially responsive bidder(s) shall be construed to be the price of those missing item(s): Provided that: a) where there is only one (substantially) responsive bidder, or b) where there is provision for alternate proposals and the respective items are not listed in the other bids, The procuring agency may fix the price of missing items in accordance with market survey, and the same shall be considered as final price. 15.4 The Bid price to be quoted in the Form of Bid in accordance with ITB 15.1 shall be the total price of the Bid, excluding any discounts offered. 15.5 The Bidder shall indicate on the appropriate Price Schedule, the unit prices (where applicable) and total Bid price of the goods it proposes to deliver under the contract. 15.6 Prices indicated on the Price Schedule shall be entered separately in the following manner: a) For goods manufactured from within Pakistan (or within the country where procurement is being done in case of foreign missions abroad): i. The price of the goods quoted EXW (ex-works, ex-factory, ex-warehouse, ex-showroom, or off-the-shelf, as applicable), including all customs duties and sales and other taxes already paid or payable: A. on the components and raw material used in the manufacturing or assembly of goods quoted ex- works or ex-factory; OR B. on the previously imported goods of foreign origin quoted ex-warehouse, ex-showroom, or off-the-shelf. ii. All applicable taxes which will be payable on the goods if the contract is awarded



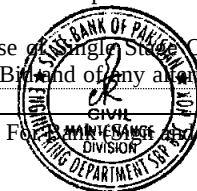
		iii. The price for inland transportation, insurance, and other local costs incidental to delivery of the goods to their final destination, if specified in the BDS. iv. The price of other (incidental or allied) services, if any, listed in the BDS. b) For goods offered from abroad: i. The price of the goods shall be quoted CIF named port of destination, or CIP border point, or CIP named place of destination, in the Procuring Agency's country, as specified in the BDS. In quoting the price, the Bidder shall be free to use transportation through carriers registered in any eligible countries. Similarly, the Bidder may obtain insurance services from any eligible source country. Or ii. The price of the goods quoted FOB port of shipment (or FCA, as the case may be), if specified in the BDS. or iii. The price of goods quoted CFR port of destination (or CPT as the case may be), if specified in the BDS. iv. the price for inland transportation, insurance, and other local costs incidental to delivery of the goods from the port of entry to their final destination, if specified in the BDS. v. The price of (incidental) services, if any, listed in the BDS. 15.7 Prices proposed on the Price Schedule for goods and related services shall be disaggregated, where appropriate as indicated in this Clause. This desegregation shall be solely for the purpose of facilitating the comparison of Bids by the Procuring Agency. This, shall not in any way limit the Procuring Agency's right to contract on any of the terms and conditions offered: - a) For Goods: - i) the price of the Goods, quoted as per applicable INCOTERMS as specified in the BDS ii) all customs duties, sales tax, and other taxes applicable on goods or on the components and raw materials used in their manufacture or assembly, if the contract is awarded to the Bidder, and b) For Related Services i) The price of the related services, and ii) All customs duties, sales tax and other taxes applicable in Pakistan, paid or payable, on the related services, if the contract is awarded to the Bidder. 15.8 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 29. 15.9 If so indicated in the Invitation to Bids and Instructions to Bidders, that Bids are being invited for individual contracts (Lots) or for any combination of contracts (packages), Bidders wishing to offer any price reduction for the award of more than one contract shall specify in their Bid the price reductions applicable to each package, or alternatively, to individual contracts (Lots) within a package.
16. Bid Currencies		16.1 Prices shall be quoted in the following currencies: a) For goods and services that the Bidder will deliver from within Pakistan, the prices shall be quoted in Pakistani Rupees, unless otherwise specified in the BDS. b) For goods and related services that the Bidder will deliver from outside Pakistan, or for imported parts or components of goods and related services originating outside Pakistan, the Bid prices shall be quoted in any freely convertible currency of another country. If the Bidder wishes to be paid in a combination of amounts in different currencies, it may quote its price accordingly but use no more than three foreign currencies. 16.2 For the purposes of comparison of bids quoted in different currencies, the price shall be converted into a single currency specified in the bidding documents. The rate of exchange shall be the selling rate, prevailing on the date of opening of (financial part of) bids specified in the bidding documents, as notified by the State Bank of Pakistan on that day. 16.3 Bidders shall indicate details of their expected foreign currency requirements in the Bid. 16.4 Bidders may be required by the Procuring Agency to clarify their foreign currency requirements and to substantiate that the amounts included in Lump Sum and in the SCC are reasonable and responsive to ITB 16.1.
17. Bid Period	Validity	17.1 Bids shall remain valid for the period specified in the BDS after the Bid submission deadline prescribed by the Procuring Agency. A Bid valid for a shorter period shall be rejected by the Procuring Agency as non-responsive. The period of Bid validity will be determined from the complementary bid securing instrument i.e., the expiry period of bid security or bid securing declaration as the case may be. 17.2 Under exceptional circumstances, prior to the expiration of the initial Bid validity period, the Procuring Agency may request the Bidders' consent to an extension of the period of validity of their Bids only once, for the period not more than the period of initial bid validity. The request and the Bidders responses shall be made in writing or in electronic forms that provide record of the content of communication. The Bid Security provided under ITB 18 shall also be suitably extended. A Bidder may refuse the request without forfeiting its Bid security or causing to be executed its Bid Securing Declaration. A Bidder agreeing to the request will not be required nor permitted to modify its Bid, but will be required to extend the validity of its Bid Security or Bid Securing Declaration for the period of the extension, and in compliance with ITB 18 in all respects. 17.3 If the award is delayed by a period exceeding sixty (60) days beyond the expiry of initial Bid validity period, the contract price may be adjusted by a factor specified in the request for extension. However, the



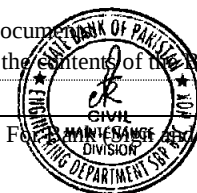
	Bid evaluation shall be based on the already quoted Bid Price without taking into consideration on the above correction.
18. Bid Security or Bid Securing Declaration	18.1 Pursuant to ITB 11, unless otherwise specified in the BDS, the Bidder shall furnish as part of its Bid, a Bid Security in form of fixed amount not exceeding five percent of the estimated value of procurement determined by the procuring agency and in the amount and currency specified in the BDS or Bid Securing Declaration as specified in the BDS in the format provided in Section VI (Standard Forms). 18.2 The Bid Security or Bid Securing Declaration is required to protect the Procuring Agency against the risk of Bidder's conduct which would warrant the security's forfeiture, pursuant to ITB 18.9. 18.3 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: - 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 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; - a cashier's or certified cheque; or - another security if indicated in the BDS 18.4 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 VI (Standard Forms) or another form approved by the Procuring Agency prior to the Bid submission. 18.5 The Bid Security shall be payable promptly upon written demand by the Procuring Agency in case any of the conditions listed in ITB 18.9 are invoked. 18.6 Any Bid not accompanied by a Bid Security or Bid Securing Declaration in accordance with ITB 18.1 or 18.3 shall be rejected by the Procuring Agency as non-responsive, pursuant to ITB 29. 18.7 Unsuccessful Bidders' Bid Security will be discharged or returned as promptly as possible, however in no case later than thirty (30) days after the expiration of the period of Bid Validity prescribed by the Procuring Agency pursuant to ITB 17. The Procuring Agency shall make no claim to the amount of the Bid Security, and shall promptly return the Bid Security document, after whichever of the following that occurs earliest: - the expiry of the Bid Security; - 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; - the rejection by the Procuring Agency of all Bids; - 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. 18.8 The successful Bidder's Bid Security will be discharged upon the Bidder signing the contract pursuant to ITB 42, or furnishing the performance guarantee, pursuant to ITB 43. 18.9 The Bid Security may be forfeited or the Bid Securing Declaration executed: - if a Bidder: - withdraws its Bid during the period of Bid Validity as specified by the Procuring Agency, and referred by the bidder on the Form of Bid except as provided for in ITB 17.2; or - does not accept the correction of errors pursuant to ITB 31.2; or - in the case of a successful Bidder, if the Bidder fails: - to sign the contract in accordance with ITB 42; or - to furnish performance security (or guarantee) in accordance with ITB 43.
19. Alternative Bids by Bidders	19.1 Bidders shall submit offers that comply with the requirements of the Bidding Documents, including the basic Bidder's technical design as indicated in the specifications and Schedule of Requirements. Alternatives will not be considered, unless specifically allowed for in the BDS. If so allowed, ITB 19.2 shall prevail. 19.2 When alternative schedule for supply and installation of equipment is explicitly invited, a statement of that effect will be included in the BDS as will the method for evaluating different schedule for delivery of goods. 19.3 If so allowed in the BDS, Bidders wishing to offer technical alternatives to the requirements of the Bidding Documents must also submit a Bid that complies with the requirements of the Bidding Documents, including the basic technical design as indicated in the specifications. In addition to submitting the basic Bid, the Bidder shall provide all information necessary for a complete evaluation of the alternative by the Procuring Agency, including technical specifications, breakdown of prices, and other relevant details. Only the technical alternatives, if any, of the Most Advantageous Bidder conforming to the basic technical requirements (without altering the bid price) shall be considered by the Procuring Agency.
20. Withdrawal, Substitution, and Modification of Bids	20.1 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 substitution or modification must accompany the respective written notice. 20.2 Bids requested to be withdrawn in accordance with ITB 20.1 shall be returned unopened to the Bidders.
21. Format and Signing of Bid	21.1 The Bidder shall prepare an original and the number of copies of the Bid as indicated in the BDS, clearly marking each "ORIGINAL" and "COPY," as appropriate. In the event of any discrepancy between them, the original shall prevail: Provided that except in Single Stage One Envelope Procedure, the Bid shall include only the copies of technical proposal. 21.2 The original and the copy or copies of the Bid shall be typed or written in indelible ink and shall be signed by the Bidder or a person or persons duly authorized to sign on behalf of the Bidder. The signature authorization shall consist of a written confirmation as specified in the BDS and shall be attached to the Bid in the name and position



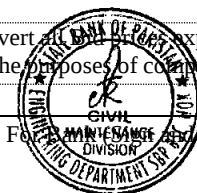
		held by each person signing the authorization must be typed or printed below the signature. All pages of the Bid, except for un-amended printed literature, shall be initialed by the person or persons signing the Bid.
	21.3	Any interlineations, erasures, or overwriting shall be valid only if they are signed by the person or persons signing the Bidder.
D. Submission of Bids		
22. Sealing and Marking of Bids	22.1	In case of Single Stage One Envelope Procedure, the Bidder shall seal the original and each copy of the Bid in separate envelopes, duly marking the envelopes as "ORIGINAL" and "COPY." The envelopes shall then be sealed in an outer envelope securely sealed in such a manner that opening and resealing cannot be achieved undetected. Note: <i>The envelopes shall be sealed and marked in accordance with the bidding procedure adopted as referred in Rule-36 of PPR-2004.</i>
	22.2	The inner and outer envelopes shall: a) be addressed to the Procuring Agency at the address given in the BDS; and b) bear the title of the subject procurement or Project name, as the case may be as indicated in the BDS , the Invitation to Bids (ITB) title and number indicated in the BDS , and a statement: "DO NOT OPEN BEFORE," to be completed with the time and the date specified in the BDS , pursuant to ITB 23.1 .
	22.3	In case of Single Stage Two Envelope Procedure, The Bid shall comprise two envelopes submitted simultaneously, one called the Technical Proposal and the other Financial Proposal. Both envelopes to be enclosed together in an outer single envelope called the Bid. Each Bidder shall submit his bid as under: a) Bidder shall submit his TECHNICAL PROPOSAL and FINANCIAL PROPOSAL in separate inner envelopes and enclosed in a single outer envelope. b) ORIGINAL and each copy of the Bid shall be separately sealed and put in separate envelopes and marked as such. c) The envelopes containing the ORIGINAL and copies will be put in one sealed envelope and addressed / identified as given in Sub- Clause 21.2 .
	22.4	The inner and outer envelopes shall: a) be addressed to the Procuring Agency at the address provided in the Bidding Data; b) bear the name and identification number of the contract as defined in the Bidding Data; and provide a warning not to open before the time and date for bid opening, as specified in the Bidding Data. pursuant to ITB 23.1 . c) In addition to the identification required in Sub- Clause 21.2 hereof, the inner envelope shall indicate the name and address of the bidder to enable the bid to be returned unopened in case it is declared "late" pursuant to Clause IB.24
		If all envelopes are not sealed and marked as require by ITB 22.2, ITB 22.3 and ITB 22.4 or incorrectly marked, the Procuring Agency will assume no responsibility for the misplacement or premature opening of Bid
23. Deadline for Submission of Bids	23.1	Bids shall be received by the Procuring Agency no later than the date and time specified in the BDS.
	23.2	The Procuring Agency may, in exceptional circumstances and at its discretion, extend the deadline for the submission of Bids by amending the Bidding Documents in accordance with ITB 9 , in which case all rights and obligations of the Procuring Agency and Bidders previously subject to the deadline will thereafter be subject to the new deadline.
24. Late Bids	24.1	The Procuring Agency shall not consider for evaluation any Bid that arrives after the deadline for submission of Bids, in accordance with ITB 23 .
	24.2	Any Bid received by the Procuring Agency after the deadline for submission of Bids shall be declared late, recorded, rejected and returned unopened to the Bidder.
25. Withdrawal, of Bids	25.1	A Bidder may withdraw its Bid after it has been submitted, provided that written notice of the withdrawal of the Bid is received by the Procuring Agency prior to the deadline for submission of Bids.
	25.2	Revised bid may be submitted after the withdrawal of the original bid in accordance with the provisions referred in ITB 22 .
E. Opening and Evaluation of Bids		
26. Opening of Bids	26.1	The Procuring Agency will open all Bids, in public, in the presence of Bidders' or their representatives who choose to attend, and other parties with a legitimate interest in the Bid proceedings at the place, on the date and at the time, specified in the BDS. The Bidders' representatives present shall sign a register as proof of their attendance.
	26.2	First, envelopes marked "WITHDRAWAL" shall be opened and read out and the envelope with the corresponding bid shall not be opened, but returned to the Bidder. No bid withdrawal shall be permitted unless the corresponding Withdrawal Notice contains a valid authorization to request the withdrawal and is read out at bid opening.
	26.3	Second, outer envelopes marked "SUBSTITUTION" shall be opened. The inner envelopes containing the Substitution Bid shall be exchanged for the corresponding Original Bid being substituted, which is to be returned to the Bidder unopened. No envelope shall be substituted unless the corresponding Substitution Notice contains a valid authorization to request the substitution and is read out and recorded at bid opening.
	26.4	Next, outer envelopes marked "MODIFICATION" shall be opened. No Technical Proposal and/or Financial Proposal shall be modified unless the corresponding Modification Notice contains a valid authorization to request the modification and is read out and recorded at the opening of the Bids. Any Modification shall be read out along with the Original Bid except in case of Single Stage Two Envelope Procedure where only the Technical Proposal, both Original as well as Modification, are to be opened, read out, and recorded at the opening. Financial Proposal, both Original and Modification, will remain unopened till the prescribed financial bid opening date.
	26.5	Other envelopes holding the Bids shall be opened one at a time, in case of Single Stage One Envelope Procedure, the Bidders names, the Bid prices, the total amount of each Bid and of any alternative Bid (if



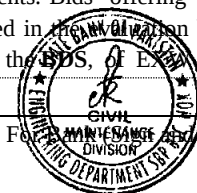
		alternatives have been requested or permitted), any discounts, the presence or absence of Bid Security, Bid Securing Declaration and such other details as the Procuring Agency may consider appropriate, will be announced by the Procurement Evaluation Committee.
	26.6	In case of Single Stage Two Envelope Procedure, the Procuring Agency will open the Technical Proposals in public at the address, date and time specified in the BDS in the presence of Bidders' designated representatives who choose to attend and other parties with a legitimate interest in the Bid proceedings. The Financial Proposals will remain unopened and will be held in custody of the Procuring Agency until the specified time of their opening.
	26.7	The envelopes holding the Technical Proposals shall be opened one at a time, and the following read out and recorded: (a) the name of the Bidder; (b) whether there is a modification or substitution; (c) the presence of a Bid Security, if required; and (d) Any other details as the Procuring Agency may consider appropriate.
	26.8	Bids not opened and not read out at the Bid opening shall not be considered further for evaluation, irrespective of the circumstances. In particular, any discount offered by a Bidder which is not read out at Bid opening shall not be considered further.
	26.9	Bidders are advised to send in a representative with the knowledge of the content of the Bid who shall verify the information read out from the submitted documents. Failure to send a representative or to point out any un-read information by the sent Bidder's representative shall indemnify the Procuring Agency against any claim or failure to read out the correct information contained in the Bidder's Bid.
	26.10	No Bid will be rejected at the time of Bid opening except for late Bids which will be returned unopened to the Bidder, pursuant to ITB 24 .
	26.11	The Procuring Agency shall prepare minutes of the Bid opening. The record of the Bid opening shall include, as a minimum: the name of the Bidder and whether or not there is a withdrawal, substitution or modification, the Bid price if applicable, including any discounts and alternative offers and the presence or absence of a Bid Security or Bid Securing Declaration.
	26.12	The Bidders' representatives who are present shall be requested to sign on the attendance sheet. The omission of a Bidder's signature on the record shall not invalidate the contents and affect the record. A copy of the record shall be distributed to all the Bidders.
	26.13	A copy of the minutes of the Bid opening shall be furnished to individual Bidders upon request.
	26.14	In case of Single Stage Two Envelope Bidding Procedure, after the evaluation and approval of technical proposal the procuring agency, shall at a time within the bid validity period, publically open the financial proposals of the technically accepted bids only. The financial proposal of bids found technically non-responsive shall be returned un-opened to the respective bidders subject to redress of the grievances from all tiers of grievances.
27. Confidentiality	27.1	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.
	27.2	Any effort by a Bidder to influence the Procuring Agency processing of Bids or award decisions may result in the rejection of its Bid.
	27.3	Notwithstanding ITB 27.2 from the time of Bid opening to the time of contract award, if any Bidder wishes to contact the Procuring Agency on any matter related to the Bidding process, it should do so in writing or in electronic forms that provides record of the content of communication.
28. Clarification of Bids	28.1	To assist in the examination, evaluation and comparison of Bids of the Bidders, the Procuring Agency may, ask any Bidder for a clarification. Any clarification submitted by a Bidder that is not in response to a request by the Procuring Agency shall not be considered.
	28.2	The request for clarification and the response shall be in writing or in electronic forms that provide record of the content of communication. In case of Single Stage Two Envelope Procedure, no change in the prices or substance of the Bid shall be sought, offered, or permitted, whereas in case of Single Stage One Envelope Procedure, only the correction of arithmetic errors discovered by the Procuring Agency in the evaluation of Bids should be sought in accordance with ITB 31 .
	28.3	The alteration or modification in THE BID which in any affect the following parameters will be considered as a change in the substance of a bid: a. evaluation & qualification criteria; b. required scope of work or specifications; c. all securities requirements; d. tax requirements; e. terms and conditions of bidding documents. f. change in the ranking of the bidder
	28.4	From the time of Bid opening to the time of Contract award if any Bidder wishes to contact the Procuring Agency on any matter related to the Bid it should do so in writing or in electronic forms that provide record of the content of communication.
29. Preliminary Examination of Bids	29.1	Prior to the detailed evaluation of Bids, the Procuring Agency will determine whether each Bid: a. meets the eligibility criteria defined in ITB 3 and ITB 4; b. has been prepared as per the format and contents defined by the Procuring Agency in the Bidding Documents; c. has been properly signed; d. is accompanied by the required securities; and e. is substantially responsive to the requirements of the Bidding Documents. The Procuring Agency's determination of a Bid's responsiveness will be based on the contents of the Bid itself.



	29.2	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: - a. affects in any substantial way the scope, quality, or performance of the Services; b. limits in any substantial way, inconsistent with the Bidding Documents, the Procuring Agency's rights or the Bidders obligations under the Contract; or c. if rectified, would affect unfairly the competitive position of other Bidders presenting substantially responsive Bids.
	29.3	The Procuring Agency will confirm that the documents and information specified under ITB 11, 12 and 13 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.
	29.4	The Procuring Agency 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 supplies or services being acquired. The Procuring Agency 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. Examples of minor informalities or irregularities include failure of a bidder to – (a) Submit the number of copies of signed bids required by the invitation; (b) Furnish required information concerning the number of its employees; (c) 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.
	29.5	Provided that a Technical Bid is substantially responsive, the Procuring Agency 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.
	29.6	Provided that a Technical Bid is substantially responsive, the Procuring Agency 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.
	29.7	If a Bid is not substantially responsive, it will be rejected by the Procuring Agency and may not subsequently be evaluated for complete technical responsiveness.
30. Examination of Terms and Conditions; Technical Evaluation	30.1	The Procuring Agency shall examine the Bid to confirm that all terms and conditions specified in the GCC and the SCC have been accepted by the Bidder without any material deviation or reservation.
	30.2	The Procuring Agency shall evaluate the technical aspects of the Bid submitted in accordance with ITB 22 , to confirm that all requirements specified in Section V – Schedule of Requirements, Technical Specifications of the Bidding Documents have been met without material deviation or reservation.
	30.3	If after the examination of the terms and conditions and the technical evaluation, the Procuring Agency determines that the Bid is not substantially responsive in accordance with ITB 29 , it shall reject the Bid.
31. Correctness of Errors	31.1	Bids determined to be substantially responsive will be checked for any arithmetic errors. Errors will be corrected as follows: - a. if there is a discrepancy between unit prices and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail, and the total price shall be corrected, unless in the opinion of the Procuring Agency there is an obvious misplacement of the decimal point in the unit price, in which the total price as quoted shall govern and the unit price shall be corrected; b. 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 c. where there is a discrepancy between the amounts in figures and in words, the amount in words will govern. d. 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.
	31.2	The amount stated in the Bid will, be adjusted by the Procuring Agency in accordance with the above procedure for the correction of errors and, with, the concurrence of the Bidder, shall be considered as binding upon the Bidder. If the Bidder does not accept the corrected amount, its Bid will then be rejected, and the Bid Security may be forfeited or the Bid Securing Declaration may be executed in accordance with ITB 18.9 .
32. Conversion to Single Currency	32.1	To facilitate evaluation and comparison, the Procuring Agency will convert all amounts expressed in the amounts in various currencies in which the Bid prices are payable. For the purposes of comparison of bids



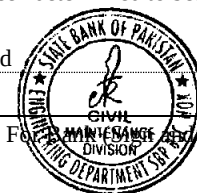
	32.2	quoted in different currencies, the price shall be converted into a single currency specified in the bidding documents. The rate of exchange shall be the selling rate, prevailing on the date of opening of (financial part of) bids specified in the bidding documents, as notified by the State Bank of Pakistan on that day. The currency selected for converting Bid prices to a common base for the purpose of evaluation, along with the source and date of the exchange rate, are specified in the BDS .
33. Evaluation of Bids	33.1	The Procuring Agency shall evaluate and compare only the Bids determined to be substantially responsive, pursuant to ITB 29 .
	33.2	In evaluating the Technical Proposal of each Bid, the Procuring Agency shall use the criteria and methodologies listed in the BDS and in terms of Statement of Requirements and Technical Specifications. No other evaluation criteria or methodologies shall be permitted.
	33.3	The Procuring Agency's evaluation of a Bid will take into account: a. in the case of goods manufactured in Pakistan or goods of foreign origin already imported in Pakistan, Income Tax, General Sales Tax and other similar/applicable taxes, which will be payable on the goods if a contract is awarded to the Bidder; b. in the case of goods of foreign origin offered from abroad, customs duties and other similar import taxes which will be payable on the goods if the contract is awarded to the Bidder; and
	33.4	The comparison shall be between the EXW price of the goods offered from within Pakistan, such price to include all costs, as well as duties and taxes paid or payable on components and raw material incorporated or to be incorporated in the goods, and named port of destination, border point, or named place of destination) in accordance with applicable INCOTERM in the price of the goods offered from outside Pakistan. In evaluating the Bidders, the evaluation committee will, in addition to the Bid price quoted in accordance with ITB 15.1, take account of one or more of the following factors as specified in the BDS , and quantified in ITB 32.5: a. Cost of inland transportation, insurance, and other costs within the Pakistan incidental to delivery of the goods to their final destination. b. delivery schedule offered in the Bid; c. deviations in payment schedule from that specified in the Special Conditions of Contract; d. the cost of components, mandatory spare parts, and service; e. the availability (in Pakistan) of spare parts and after-sales services for the equipment offered in the Bid; f. the projected operating and maintenance costs during the life of the equipment; g. the performance and productivity of the equipment offered; and/or; h. other specific criteria indicated in the TBS and/or in the Technical Specifications.
	33.5	For factors retained in BDS , pursuant to ITB 33.4 one or more of the following quantification methods will be applied, as detailed in the BDS : a. <i>Inland transportation from EXW/port of entry/border point, Insurance and incidentals:</i> Inland transportation, insurance, and other incidental costs for delivery of the goods from EXW/port of entry/border point to Project Site named in the BDS will be computed for each Bid by the PA on the basis of published tariffs by the rail or road transport agencies, insurance companies, and/or other appropriate sources. To facilitate such computation, Bidder shall furnish in its Bid the estimated dimensions and shipping weight and the approximate EXW or as per applicable INCOTERM value of each package. The above cost will be added by the Procuring Agency to EXW or as per applicable INCOTERM price. b. <i>Delivery Schedule</i> i) The Procuring Agency requires that the goods under the Invitation for Bids shall be delivered (shipped) at the time specified in the Schedule of Requirements. The estimated time of arrival of the goods at the Project Site will be calculated for each Bid after allowing for reasonable international and inland transportation time. Treating the Bid resulting in such time of arrival as the base, a delivery "adjustment" will be calculated for other Bids by applying a percentage, specified in the BDS, of the EXW or as per applicable INCOTERM price for each week of delay beyond the base, and this will be added to the Bid price for evaluation. No credit shall be given to early delivery. OR ii) The goods covered under this invitation are required to be delivered (shipped) within an acceptable range of weeks specified in the Schedule of Requirement. No credit will be given to earlier deliveries, and Bids offering delivery beyond this range will be treated as non-responsive. Within this acceptable range, an adjustment per week, as specified in the BDS, will be added for evaluation to the Bid price of Bids offering deliveries later than the earliest delivery period specified in the Schedule of Requirements. OR iii) The goods covered under this invitation are required to be delivered (shipped) in partial shipments, as specified in the Schedule of Requirements. Bids offering deliveries earlier or later than the specified deliveries will be adjusted in the Bid price by adding to the Bid price a factor equal to a percentage, specified in the BDS, of EXW or as per



		applicable INCOTERM price per week of variation from the specified delivery schedule. c. <i>Deviation in Payment Schedule</i> i) Bidders shall state their Bid price for the payment schedule outlined in the SCC. Bids will be evaluated on the basis of this base price. Bidders are, however, permitted to state an alternative payment schedule and indicate the reduction in Bid price they wish to offer for such alternative payment schedule. The Procuring Agency may consider the alternative payment schedule offered by the selected Bidder. OR ii) The SCC stipulates the payment schedule offered by the Procuring Agency. If a Bid deviates from the schedule and if such deviation is considered acceptable to the Procuring Agency, the Bid will be evaluated by calculating interest earned for any earlier payments involved in the terms outlined in the Bid as compared with those stipulated in this invitation, at the rate per annum specified in the BDS. d. <i>Cost of Spare Parts</i> i) The list of items and quantities of major assemblies, components, and selected spare parts, likely to be required during the initial period of operation specified in the BDS, is annexed to the Technical Specifications. The total cost of these items, at the unit prices quoted in each Bid, will be added to the Bid price. OR ii) The Procuring Agency will draw up a list of high-usage and high-value items of components and spare parts, along with estimated quantities of usage in the initial period of operation specified in the BDS. The total cost of these items and quantities will be computed from spare parts unit prices submitted by the Bidder and added to the Bid price. OR iii) The Procuring Agency will estimate the cost of spare parts usage in the initial period of operation specified in the BDS, based on information furnished by each Bidder, as well as on past experience of the Procuring Agency or other Procuring Agency's in similar situations. Such costs shall be added to the Bid price for evaluation e. <i>Spare parts and after sales service facilities in Pakistan</i> The cost to the Procuring Agency of establishing the minimum service facilities and parts inventories, as outlined in the BDS or elsewhere in the Bidding Documents, if quoted separately, shall be added to the Bid price. f. <i>Operating and maintenance costs</i> Since the operating and maintenance costs of the goods under procurement form a major part of the life cycle cost of the equipment, these costs will be evaluated in accordance with the criteria specified in the BDS or in the Technical Specifications. g. <i>Performance and productivity of the equipment.</i> (i) Bidders shall state the guaranteed performance or efficiency in response to the Technical Specification. For each drop in the performance or efficiency below the norm of 100, an adjustment for an amount specified in the BDS will be added to the Bid Price, representing the capitalized cost of additional operating costs over the life of the plant, using the methodology specified in the BDS or in the Technical Specifications. OR (ii) Goods offered shall have a minimum productivity specified under the relevant provision in the Technical Specifications to be considered responsive. Evaluation shall be based on the cost per unit of the actual productivity of goods offered in the Bid, and adjustment will be added to the Bid price using the methodology specified in the BDS or in the Technical Specifications. h. <i>Specific Additional Criteria</i> Other specific additional criteria to be considered in the evaluation and the evaluation method shall be detailed in the BDS and/or the Technical Specifications. 33.6 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, including any discounts offered in the Form of Bid, is specified in the BDS.
34. Domestic Preferences	34.1	If the BDS so specifies, the Procuring Agency will grant a margin of preference to certain goods in line with the rules, regulations, regulatory guides or instructions issued by the Authority from time to time.
35. Determination of Most Advantageous Bid	35.1	In case where the Procuring Agency adopts the Cost Based Evaluation Technique and, the Bid with the lowest evaluated price—from amongst those which are eligible, compliant and substantially responsive shall be the Most Advantageous Bid.
	35.2	The Procuring Agency may adopt the Quality & Cost Based Selection Technique due to the following two reasons: i. Where the Procuring Agency knows about the main features, usage and output of the products; however not clear about the complete features, technical specifications and functionalities of the goods to be procured and requires the bidders to submit their proposals detailing these features, specifications and functionalities; or



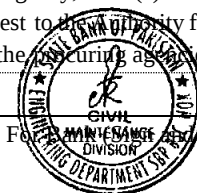
	ii. Where the Procuring Agency, in addition to the mandatory requirements and mandatory technical specifications, requires parameters specified in Evaluation Criteria to be evaluated while determining the quality of the goods: In such cases, the Procuring Agency may allocate certain weightage to these factors as a part of Evaluation Criteria, and may determine the ranking of the bidders on the basis of combined evaluation in accordance with provisions of Rule 2(1)(h) of PPR-2004.
36. Post qualification of Bidder and/or Abnormally Low Financial Proposal	36.1 After determining the Most Advantageous Bid, if neither the pre-qualification was undertaken separately nor any qualification parameters were undertaken as part of determining the Most Advantageous Bid, the Procuring Agency shall carry out the post-qualification of the Bidder using only the requirements specified in the BDS. In case of International Tendering, the parameters for incorporation or licensing within Pakistan may be fulfilled as part of post qualification. 36.2 Where the Bid price is considered to be abnormally low, the Procuring Agency shall perform price analysis either during determination of Most Advantageous Bid or as a part of the post-qualification process. The following process shall apply: (a) The Procuring Agency may reject a Bid if the Procuring Agency has determined that the price in combination with other constituent elements of the Bid is abnormally low in relation to the subject matter of the procurement (i.e. scope of the procurement or ancillary services) and raises concerns as to the capability and capacity of the respective Bidder to perform that contract (b) Before rejecting an abnormally low Bid the Procuring Agency shall request the Bidder an explanation of the Bid or of those parts which it considers contribute to the Bid being abnormally low; take account of the evidence provided in response to a request in writing; and subsequently verify the Bid or parts of the Bid being abnormally low; (c) The decision of the Procuring Agency to reject a Bid and reasons for the decision shall be recorded in the procurement proceedings and promptly communicated to the Bidder concerned; (d) The Procuring Agency shall not incur any liability solely by rejecting abnormally Bid; and (e) An abnormally low Bid means, in the light of the Procuring Agency'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. <u>Guidance for Procuring Agency:</u> In order to identify the Abnormally Low Bid (ALB) following approaches can be considered to minimize the scope of subjectivity: (i) Comparing the bid price with the cost estimate; (ii) Comparing the bid price with the bids offered by other bidders submitting substantially responsive bids; and (iii) Comparing the bid price with prices paid in similar contracts in the recent past either government- or development partner-funded. 36.3 The Procuring Agency will determine to its satisfaction whether the Bidder that is selected as having submitted the most advantageous Bid is qualified to perform the contract satisfactorily, in accordance with the criteria listed in ITB 13.3. 36.4 The determination will take into account the Bidder's financial, technical, and production capabilities. It will be based upon an examination of the documentary evidence of the Bidder's qualifications submitted by the Bidder, pursuant to ITB 13.3, as well as such other information as the Procuring Agency deems necessary and appropriate. Factors not included in these Bidding Documents shall not be used in the evaluation of the Bidders' qualifications. 36.5 Procuring Agency 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. 36.6 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 will proceed to the next ranked bidder to make a similar determination of that Bidder's capabilities to perform satisfactorily.
<u>F. Award of Contract</u>	
37. Criteria of Award	37.1 Subject to ITB 36 and 38, the Procuring Agency 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 Most Advantageous Bidder, provided that such Bidder has been determined to be: a) eligible in accordance with the provisions of ITB 3; b) is determined to be qualified to perform the Contract satisfactorily; and



	c) Successful negotiations have been concluded, if any.
38. Negotiations	38.1 Negotiations may be undertaken with the Most Advantageous Bid relating to the following areas: (a) a minor alteration to the technical details of the statement of requirements; (b) reduction of quantities for budgetary reasons, where the reduction is in excess of any provided for in the Bidding documents; (c) a minor amendment to the special conditions of Contract; (d) finalizing payment arrangements; (e) delivery arrangements; (f) the methodology for provision of related services; or (g) clarifying details that were not apparent or could not be finalized at the time of Bidding; 38.2 Where negotiation fails to result into an agreement, the Procuring Agency may invite the next ranked Bidder for negotiations. Where negotiations are commenced with the next ranked Bidder, the Procuring Agency shall not reopen earlier negotiations.
39. Procuring Agency's Right to reject All Bids	39.1 Notwithstanding ITB 37, the Procuring Agency reserves the right to reject all the bids, and to annul the Bidding process at any time prior to award of contract, without thereby incurring any liability to the affected Bidder or Bidders. However, the Authority (i.e. PPRA) may call from the Procuring Agency the justification of those grounds. 39.2 Notice of the rejection of all Bids shall be given promptly to all Bidders that have submitted Bids. 39.3 The Procuring Agency shall upon request communicate to any Bidder the grounds for its rejection of its Bids, but is not required to justify those grounds
40. Procuring Agency's Right to Vary Quantities at the time of Award	40.1 The Procuring Agency reserves the right at the time of contract award to increase or decrease the quantity of goods or related services originally specified in these Bidding Documents (schedule of requirements) provided this does not exceed by the percentage indicated in the BDS, without any change in unit price or other terms and conditions of the Bid and Bidding Documents.
41. Notification of Award	41.1 Prior to the award of contract, the Procuring Agency shall issue a Final Evaluation Report giving justification for acceptance or rejection of the bids. 41.2 Where no complaints have been lodged, the Bidder whose Bid has been accepted will be notified of the award by the Procuring Agency prior to expiration of the Bid Validity period in writing or electronic forms that provide record of the content of communication. The Letter of Acceptance will state the sum that the Procuring Agency will pay the successful Bidder in consideration for the execution of the scope of works as prescribed by the Contract (hereinafter and in the Contract called the "Contract Price). 41.3 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 43 and signing of the contract in accordance with ITB 42.2. 41.4 Upon the successful Bidder's furnishing of the performance security (or guarantee) pursuant to ITB 43, the Procuring Agency 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 Bidders pursuant to ITB 18.7.
42. Signing of Contract	42.1 Promptly after notification of award, Procuring Agency shall send the successful Bidder the draft agreement, incorporating all terms and conditions as agreed by the parties to the contract. 42.2 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 shall sign the contract. 42.3 Where no formal signing of a contract is required, purchase order issued to the bidder shall be construed to be the contract.
43. Performance Security (or Guarantee)	43.1 After the receipt of the Letter of Acceptance, the successful Bidder, within the specified time, shall deliver to the Procuring Agency a Performance Security (or Guarantee) in the amount and in the form stipulated in the BDS and SCC, denominated in the type and proportions of currencies in the Letter of Acceptance and in accordance with the Conditions of Contract. 43.2 If the Performance Security (or 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: (a) certified cheque, cashier's or manager's cheque, or bank draft; (b) irrevocable letter of credit issued by a Scheduled bank 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. (c) bank guarantee confirmed by a reputable local bank or, in the case of a successful foreign Bidder, bonded by a foreign bank; or (d) surety bond callable upon demand issued by any reputable surety or insurance company. Any Performance Security (or guarantee) submitted shall be enforceable in Pakistan. 43.3 Failure of the successful Bidder to comply with the requirement of ITB 43 shall constitute sufficient grounds for the annulment of the award and forfeiture of the Bid Security, which event the Procuring



		Agency may make the award to the next ranked Bidder or call for new Bids.
44. Advance Payment	44.1	The advance payment will not be provided in normal circumstances. However, in case where international incoterms are involved, the same will be dealt with standard international practices and in the manner as prescribed in ITB 44.2.
	44.2	The Procuring Agency will provide an Advance Payment as stipulated in the Conditions of Contract, subject to a maximum amount, as stated in the BDS . The Advance Payment request shall be accompanied by an Advance Payment Security (Guarantee) in the form provided in Section IX. For the purpose of receiving the Advance Payment, the Bidder shall make and estimate of, and include in its Bid, the expenses that will be incurred in order to commence Delivery of Goods. These expenses 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's "Notice to Commence" as specified in the SCC .
45. Arbitrator	45.1	The Arbitrator shall be appointed by mutual consent of both parties as per the provisions specified in the SCC .
46. Corrupt and Fraudulent Practices	46.1	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		
47. Constitution of Grievance Redressal Committee	47.1	Procuring agency shall constitute a Grievance Redressal Committee (GRC) comprising of odd number of person with proper power and authorization to address the complaint. The GRC shall not have any of the members of Procurement Evaluation Committee. The committee must have one subject specialist depending the nature of the procurement.
48. GRC Procedure	48.1	Any party can file its written complaint against the eligibility parameters or any other terms and conditions prescribed in the prequalification or bidding documents found contrary to provision of Procurement Regulatory Framework, and the same shall be addressed by the GRC well before the bid submission deadline.
	48.2	Any Bidder feeling aggrieved by any act of the procuring agency after the submission of his bid may lodge a written complaint concerning his grievances not later than seven days of the announcement of technical evaluation report and five days after issuance of final evaluation report.
	48.3	In case, the complaint is filed against the technical evaluation report, the GRC shall suspend the procurement proceedings.
	48.4	In case, the complaint is filed after the issuance of the final evaluation report, the complainant cannot raise any objection on technical evaluation of the report: Provided that the complainant may raise the objection on any part of the final evaluation report in case where single stage one envelop bidding procedure is adopted.
	48.5	The GRC, in both the cases shall investigate and decide upon the complaint within ten days of its receipt.
	48.6	Any bidder or the procuring agency not satisfied with the decision of the GRC may file Appeal before the Appellate Committee of the Authority on prescribed format after depositing the prescribed fee.
	48.7	The Committee, upon receipt of the Appeal against the decision of the GRC complete in all respect shall serve notices in writing upon all the parties to Appeal.
	48.8	The committee shall call the record from the concerned procuring agency or the GRC as the case may be, and the same shall be provided within prescribed time.
	48.9	The committee may after examination of the relevant record and hearing all the concerned parties, shall decide the complaint within fifteen (15) days of receipt of the Appeal.
	48.10	The decision of the Committee shall be in writing and shall be signed by the Head and each Member of the Committee. The decision of the committee shall be final.
H. MECHANISM OF BLACKLISTING		
49. Mechanism of Blacklisting	49.1	The Procuring Agency shall bar for not more than the time prescribed in Rule-19 of the Public Procurement Rules, 2004, from participating in their respective procurement proceedings, bidder or contractor who either: i. Involved in corrupt and fraudulent practices as defined in Rule-2 of Public Procurement Rules; ii. Fails to perform his contractual obligations; and iii. Fails to abide by the id securing declaration;
	49.2	The show cause notice shall contain: (a) precise allegation, against the bidder or contractor; (b) the maximum period for which the Procuring Agency proposes to debar the bidder or contractor from participating in any public procurement of the Procuring Agency; and (c) the statement, if needed, about the intention of the Procuring Agency to make a request to the Authority for debarring the bidder or contractor from participating in public procurements of all the Procuring agencies.



- 49.3 The procuring agency shall give minimum of seven days to the bidder or contractor for submission of written reply of the show cause notice.
- 49.4 In case, the bidder or contractor fails to submit written reply within the requisite time, the Procuring Agency may issue notice for personal hearing to the bidder or contractor/ authorize representative of the bidder or contractor and the procuring agency shall decide the matter on the basis of available record and personal hearing, if availed.
- 49.5 In case the bidder or contractor submits written reply of the show cause notice, the Procuring Agency may decide to file the matter or direct issuance of a notice to the bidder or contractor for personal hearing.
- 49.6 The Procuring Agency shall give minimum of seven days to the bidder or contractor for appearance before the specified officer of the Procuring Agency for personal hearing. The specified officer shall decide the matter on the basis of the available record and personal hearing of the bidder or contractor, if availed.
- 49.7 The procuring Agency shall decide the matter within fifteen days from the date of personal hearing unless the personal hearing is adjourned to a next date and in such an eventuality, the period of personal hearing shall be reckoned from the last date of personal hearing.
- 49.8 The Procuring Agency shall communicate to the bidder or contractor the order of debarring the bidder or contractor from participating in any public procurement with a statement that the bidder or contractor may, within thirty days, prefer a representation against the order before the Authority.
- 49.9 Such blacklisting or barring action shall be communicated by the procuring agency to the Authority and respective bidder or bidders in the form of decision containing the grounds for such action. The same shall be publicized by the Authority after examining the record whether the procedure defined in blacklisting and debarment mechanism has been adhered to by the procuring agency.
- 49.10 The bidder may file the review petition before the Review Petition Committee Authority within thirty days of communication of such blacklisting or barring action after depositing the prescribed fee and in accordance with "Procedure of filing and disposal of review petition under Rule-19(3) Regulations, 2021". The Committee shall evaluate the case and decide within ninety days of filing of review petition.
- 49.11 The committee shall serve a notice in writing upon all respondent of the review petition. The notices shall be accompanied by the copies of review petition and all attached documents of the review petition including the decision of the procuring agency. The parties may file written statements along with essential documents in support of their contentions. The Committee may pass such order on the representation may deem fit.
- 49.12 The Authority on the basis of decision made by the committee either may debar a bidder or contractor from participating in any public procurement process of all or some of the procuring agencies for such period as the deemed appropriate or acquit the bidder from the allegations. The decision of the Authority shall be final.

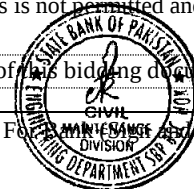


SECTION III: BID DATA SHEET



Section III. Bid Data Sheet (BDS)

BDS Clause Number	ITB Number	Amendments of, and Supplements to, Clauses in the Instruction to Bidders
1. INTRODUCTION		
1.	1.1	Name of Procuring Agency: SBP Banking Service Corporation – Engg HOK The Description (as specified in IFB) of the Goods is: REPLACEMENT OF THREE PASSENGER LIFTS INSTALLED AT MAIN BANK BUILDING SBP HEAD OFFICE KARACHI Period for Contract: 540 days. Commencement date for delivery: To be notified in work order.
2.	2.1	Financial year for the operations of the Procuring Agency: [2024-25] Name of Project: REPLACEMENT OF THREE PASSENGER LIFTS INSTALLED AT MAIN BANK BUILDING SBP HEAD OFFICE KARACHI Name and identification number of the Contract: ED/PROC-HOK/147103/2024/229
3.	3.1	Joint Venture is NOT Applicable
4.	4.1	Ineligible country(s) are [as per Section IV of the Bidding Documents]
5.	4.5	Demonstration of authorization by manufacturer/distributor: Manufacturer's Authorization Form is not required.
2. BIDDING DOCUMENTS		
6.	7.2	Copy of bid is not required. Bid shall be submitted through EPADS.
7.	8.1	A prospective Bidder requiring any clarification of the Bidding Documents may approach Procuring Agency through EPADS.
	8.5	Pre-Bid Meeting is not required.
	9.2	Any addendum issued including the notice of any extension of the deadline shall be part of the Bidding Documents pursuant to ITB 7.1 and shall be communicated through EPADS.
3. PREPARATION OF BIDS		
8.	10.1	The Language of all correspondences and documents related to the Bid is English / Urdu.
9.	11.1(h)	Documents required under Eligibility Criteria / Qualification Criteria.
10.	12.3 (c)	Other procurement specific documentation requirements are Not Required
11.	12.4	Not Required
12.	13.3 (b)	The eligibility and qualification criteria required from Bidders in ITB 13.3(b) is modified as provided in "Bidder's Eligibility / Qualification Criteria".
13.	15.6 (b)	For goods offered from abroad the price quoted shall be: Not Applicable
14.	15.7 (a) (i)	For goods manufactured or delivered from within Pakistan the price quoted shall be on a Delivered Duty Paid (DDP) basis, inclusive of all taxes, stamps, duties, levies, fees, transportation, insurance, incidental services imposed till the delivery location specified in the Schedule of Requirements. No separate payment shall be made for the incidental services to delivery of the goods to their final destination i.e. Procuring Agency's Site(s).
15.	15.9	Bidder may offer any price reduction which shall be specified in their Bid the price reductions applicable to this tender.
16.	16.1 (a)	a) For goods and related services originating in Pakistan the currency of the Bid shall be Pakistani Rupees; b) For goods and related services that the Bidder will deliver from outside Pakistan, the currency of the Bid shall be Pakistani Rupees.
17.	17.1	The Bid Validity period shall be 180 days.
18.	18.1	The amount of Bid Security shall be Rs.1,000,000/-. The currency of the Bid Security shall be: Pakistani Rupees
19.	18.3	The Bid Security shall be in favor of 'SBP Banking Services Corporation' in the form of: <i>either Payment Order/Bank Draft in Pakistan or Bank Guarantee enforceable in Pakistan.</i> The prospective bidders shall upload scanned copy of Bid Security on EPADS. Original bid security must be submitted at Office of PA to Director Engineering, 1st Floor, SBP Bolton Market Building, M.A. Jinnah Road Karachi before the closing time of bid submission failing which the bid shall be rejected.
20.	18.3 (c)	Another Security: Not Applicable.
21.	19.1	Alternative and conditional Bids to the requirements of the Bidding Documents is not permitted and bid will be held non-responsive.
22.	21.1	The Bidder shall submit the bid through EPADS, completed in all respects of this bidding document. Copy



		of Bid is not required.
23.	21.2	Written confirmation of authorization is: Letter of authorization to sign contract & submit proposal on behalf of bidding company.
4. SUBMISSION OF BIDS		
24.	22	The Bidding shall be conducted in line with the Rule 36 (b) Single Stage Two Envelope procedure prescribed under Public Procurement Rules 2004, e-Pak Procurement Regulations, 2023 and is open to all potential bidders registered in the EPADS. 1. <u>Following should be the contents of the Technical Bid:</u> i. Bid Security ii. Duly signed and stamped, Volume-I of the Bidding document. iii. All documents related to Minimum Eligibility/Qualification Criteria 2. <u>Following should be the contents of the Financial Proposal /Volume-II:</u> i. Duly filled, signed and stamped, Volume-II of the Bidding document
25.	22.2 (a) & 22.4 (a)	Address of the Procuring Agency; Director Engineering (A) SBP Banking Service Corporation – Engg HOK 1st Floor, Engineering Department, SBP-BSC Bolton Market Building, M.A. Jinnah Road Karachi Phone: (92-21)–32454122/05/71, Facsimile: (92-21)-99221176 Website: www.sbp.org.pk
26.	22.2 (b) & 22.4 (b)	Title of the subject Procurement or Project name: REPLACEMENT OF THREE PASSENGER LIFTS INSTALLED AT MAIN BANK BUILDING SBP HEAD OFFICE KARACHI ITB title and No: ED/PROC-HOK/147103/2024/229
27.	23.1	As specified in published ITB
5. OPENING AND EVALUATION OF BIDS		
28.	26.1	As specified in published ITB
29.	27	Information relating to evaluation of bids and recommendations concerning to award of the contract shall not be disclosed by the Procuring Agency to the bidders or to any other person who is not officially concerned with the process, until the announcement of the result of evaluation. The Bidder shall not disclose or attempt to make public any information relating to the bidding documents, bidding process and award of the contract to any person or entity without the Procuring Agency's prior written consent. In case of any disclosure related to the bidding process and contractual obligations at any stage by any bidder, the Procuring Agency may reject its bid and/or terminate the contract.
30.	32.2	The currency that shall be used for Bid evaluation and comparison purposes is: Pakistani Rupees.
31.	33.4 (h)	Other specific criteria are Nil
32.	33.5 (b)	Delivery schedule: The goods covered under this invitation are required to be delivered within time specified in the Schedule of Requirement. No credit will be given to earlier deliveries, and Bids offering delivery beyond this range will be treated as non-responsive.
33.	33.5 (c) (i & ii)	Alternate payment & Deviation in payment schedule are Not Applicable.
34.	33.5 (d)	Cost of spare parts : Not applicable
35.	33.5 (e)	Spare parts and after sales service facilities in Pakistan : Not applicable
36.	33.5 (f)	Operating and maintenance costs : Not applicable
37.	33.5 (g)	Performance and productivity of Equipment Goods offered shall have a minimum productivity specified under the relevant provision to be considered responsive as specified in the Technical Specifications.
38.	33.5 (h)	Specific additional criteria to be used in the evaluation and their evaluation method or reference to the Technical Specifications is Not Applicable.
39.	33.6	The contract will be awarded to the Bidder offering the lowest evaluated cost, subject to the selected Bidder meeting the required qualification criteria for which they were qualified.
40.	34.1	Domestic preference Not Applicable.
41.	35	Evaluation Techniques Least Cost Based Selection (LCBS) After meeting the requirements of eligibility, qualification and substantial responsiveness, the bid in compliance with all the mandatory (technical) specifications/requirements and/or requisite quality threshold (if any), and having lowest evaluated cost (or financial proposal) shall be considered highest ranked bid (Most Advantageous Bid).
6. AWARD OF CONTRACT		



42.	39.2	Notice of the rejection of all the bids shall be given to all the bidders through EPADS.
43.	40.1	Percentage for quantity increase or decrease is 15%.
44.	43.1	10% of the Contract Price stated in Letter of Acceptance / Award in the form of Pay Order, Demand Draft, Deposit at Call or Bank Guarantee from any Schedule Bank registered in Pakistan. a. The Performance Guarantee (PG) would remain valid as follows: PG validity = Project Completion Time (540 days) + Defect Liability Period (730 days) + 60 days b. The Performance Guarantee would be released to the Contractor after issuance of Final Completion Certificate.
g.	43.2	a. The Performance Guarantee shall be in the form of Pay Order / Demand Draft / unconditional Bank Guarantee enforceable in Pakistan as per Performance Guarantee form specified in the Bidding Documents. b. The Performance Guarantee shall be valid till successful completion of Defect Liability Period / Warranty Period and will be released after successful expiry of Defect Liability Period / Warranty Period.
h.	44.2	The Advance Payment will be made as under: a. Up to 15% to total Contract Price (excluding SLA if applicable) against bank guarantee from Scheduled Bank in Pakistan b. This Advance shall be recovered @ 50% of the amount of work done from Interim Payment Certificates (IPC) and shall be fully recovered at least one month before scheduled completion time. The validity of Mobilization Advance Guarantee shall be valid for 60 days beyond the work completion period. Such Guarantee may be progressively reduced to the balance amount of Mobilization Advance indicated in Interim Payment Certificates of the Engineer issued in accordance with this Clause after receipt and verification of the revised guarantee not less than the due amount of mobilization advance.
i.	45.1	In case of any dispute arises between the procuring agency and bidder (hereinafter referred to as parties) in connection with or arising out of the contract or the bid, the dispute shall be resolved amicably by the parties. In case if the parties fail to resolve the dispute amicably, such dispute shall be resolved through Arbitration in accordance with Arbitration Act, 1940. The place of Arbitration would be Karachi.
7. REVIEW OF PROCUREMENT DECISIONS		
j.	48.1	Grievances are to be submitted through the E-Grievance Redressal System in accordance with Rule 13 of E-Pak-Procurement Regulations, 2023.



SECTION IV: ELIGIBLE COUNTRIES

All the bidders are allowed to participate in the subject procurement without regard to nationality, except bidders of some nationality, prohibited in accordance with policy of the Federal Government.

Following countries are ineligible to participate in the procurement process:

1. India
2. Israel

Ministry of Interior, Government of Pakistan has notified List of Business Friendly Countries (BVL). Information can be accessed through following link:

<http://www.dgip.gov.pk/Files/Visa%20Categories.aspx#L>



SECTION V: SCHEDULE OF REQUIREMENTS, TECHNICAL SPECIFICATIONS



Schedule of Requirement

Completion / Delivery Time: 540 days

DESCRIPTION	DAYS
1 st Lift	365 days
2 nd Lift	450 days
3 rd Lift	540 days
Service Level Agreement / Operation & Maintenance	905 days starting from date of commissioning of 1 st Lift.



Construction Schedule

Bidder shall provide a program in a bar-chart showing the sequence of work items by which he proposes to complete the Works of the entire Contract. The program should indicate the sequence of work items and the period of time during which he proposes to complete the Works including the activities like designing, schedule of submittal of drawings, ordering and procurement of materials, manufacturing, delivering, construction of civil works, erection, testing and commissioning of Works to be supplied under the Contract. The proposed sequence of execution of various sections of the project shall be according to the given Key Performance Indicators (KPIs) as following:

Duration of substantial completion of Key Performance Indicators		
Scope of Work	Activities	No. of Days
Submission of technical documents along with shop Drawings, data sheets, and specifications for information as marked.	1	15 after work order
Submission of work plan detailed description and sequence of activity of dismantling, delivery, storage, installation and commissioning	2	10 (after 1)
Approval from Employer	3	10 (after 1) 10 (after 2)
Placement of Order and submission of documentary evidence, copy of Letter of Credit etc.	4	30 (after 3)
Equipment Manufacturing	5	75 (after 4)
Submission of copies of Factory Test reports with English Translation and shipment documents	6	15 (after 5)
Shipment	7	60 (after 6)
Material inspection at port and submission of appropriate documentary evidence	8	15 (after 7)
Material delivery at Site	9	15 (after 8)
Dismantling of 1 st Lift (Old)	10	30 (after 9)
Execution of works for installation, testing & commissioning of 1 st Lift	11	90 (after 10)
Dismantling of 2 nd Lift (Old)	12	25 (after 11)
Execution of works for installation, testing & commissioning of 2 nd Lift	13	60 (after 12)
Dismantling of 3 rd Lift (Old)	14	25 (after 13)
Execution of works for installation, testing & commissioning of 3 rd Lift	15	60 (after 14)
Finishing Work and attending punch listing items	16	15 (after 15)
Total Time allowed for completion		540 days

The works for dismantling and installation of lifts/elevators are recommended to be carried out after office hours in working days i.e. Monday – Friday (7pm – 7am). The works during non-working days i.e. Saturday & Sunday may be carried out on full-day basis in multiple shifts in compliance with the applicable labor laws and Bank's policies. The Contractor may depute the team accordingly to complete the works within the timelines mentioned in Schedule E to the Bid. The above Key Performance Indicators should be taken into consideration by the bidder in order to execute the works.

If the above KPI is not acceptable to any bidder, the bidder will prepare its own Work Program along with detailed justification for its change. Bids without above given Work Program or bidder's own proposed Work Program without justification shall not be considered responsive.



SECTION V. QUALIFICATION CRITERIA

1. Qualification Criteria

1.1. General

Qualification will be based on all the criteria given in succeeding para. Employer reserves the right to waive minor deviations, if these don't materially affect the capability of an applicant to perform the contract. Joint Venture or consortium is not allowed. The Employer reserves the right to seek further information and / or verify the information/documents furnished by the bidders. In this regard, Employer reserve the right to have site visit to verify the previous installation /work experience etc. The Employer may reject any bid for any misrepresentation made by any bidder in, or pursuant to, their bid or for any statement furnished in connection therewith, and intended to be relied upon by the Employer, which is incorrect in any respect.

1.2. Parameters of Bid Evaluation & Qualification

A. Preliminary Scrutiny

Preliminary Scrutiny will be based on all the criteria given below. The Bidder failed in Preliminary Scrutiny shall be considered disqualified and its Technical Bid will not be evaluated any further.

SNO.	Description	Annexure / Page No. of attached Document
1.	Bid is un-conditional, conditional bids shall be rejected.	
2.	Bid Security Bid Security as required in clause IB-13. Bid security would be submitted in ORIGINAL along with Technical Proposal.	
3.	Active NTN Bidder must be registered with FBR in Income Tax and must active taxpayer as per Federal Board of Revenue (FBR's) revenue Data base i-e Active Tax Payer List. (NTN)	
4.	PEC Valid Registration The bidder should have valid registration with Pakistan Engineering Council at least in Category of C5 or above with specialization category ME-03	

B. Detailed Scrutiny

Detailed Scrutiny will be based on all criteria given below.

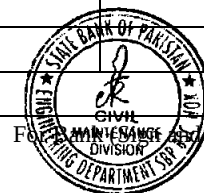
SNO.	Description	Annexure / Page No. of attached Document
5.	Duly filled and signed Form of Bid.	
6.	Company Registration Documentary evidence of registration of company/ firm showing the status i.e. (i) Individual/ Sole Proprietorship, (ii) Associated of Persons, (iii) Pvt. Limited. Or any other, Contact Details including address, Landline, Mobile, Fax numbers and Email address.	
7.	Undertaking (As per Form – 6 attached) The bidder is required to submit an undertaking on stamp paper of Rs.100/- as per format provided in Form –6.	
8.	Registration with relevant Revenue Authority The Bidder should also be registered with relevant / concerned Revenue Authority. If not registered, the 100% tax shall be deducted at source as per applicable law and credited to relevant account.	

9.	General Experience: Minimum experience of the company/ firm should not less than five (05) Years for performing works related to lifts/elevators. (Copy of previous/oldest work order(s) / any other tractable evidence) The bidder shall provide complete list of relevant and ongoing projects executed recently, showing completion period & cost, clients' names/address.	
10.	Particular Experience: The bidder should have executed minimum One (01) work of supply & installation of lifts/elevators in high rise buildings (10 story building and above) of cost 50.0M executed during last five (05) years OR Minimum Two (02) works of supply & installation of lifts/elevators in high rise buildings (10 story building and above) of cost 25.0M each executed during last five (05) years (The bidder shall provide documentary evidence such as work order for supply and installation of elevators, acceptance letter, completion certificate or Contract documents showing scope of works and Amount of Contract)	
11.	Specialized Lift Experience: The bidder must have installed at least one elevator equipped with Destination Dispatch System (DDS) in Pakistan. (The bidder shall provide documentary evidence such as work order/letter of acceptance/completion certificate or contract documents for supply and installation of elevators with DDS , The bidder may arrange site visit for lifts with DDS for verification, if required by the Employer)	
12.	Financial Capability: Available Financial Capability/Liquid Assets of Rs,15.0 Million or above. (Bank statement of firm be submitted as evidence showing required balance at any one instant in the statement of last three months before date of publication of tender notice or available Bank Credit Line facility during same period).	
13.	OEM / Distributor: Bidder shall hold at least one of the below-listed valid credentials for the quoted equipment brand for last three (03) consecutive years including current year: a. Original Equipment Manufacturer (OEM) b. Authorized Distributor The bidder shall provide appropriate valid documentary evidence of authorization and shall also submit Form No. 7.	
14.	Work Program: Acceptance of the Proposed Work Program as given in Schedule-E to Bid or submission of Work Program proposed by the bidder with overall project duration as mentioned in the contract data.	
15.	Technical Specifications The bidder/contractor shall provide technical brochures of lifts and all equipment complying with Annexure A – Required technical parameters and Bill of Quantities (BOQ) / Schedule of Prices.	
16.	Office / Support Office: The Bidder should have their own support offices, work shop and Service Network in Karachi. The office address and contact details should be submitted with the bid.	



Annexure A. Required Technical Parameters

Sr. No.	Item	Description	Provided Yes/No	Flag Ref. Page No.
1	Number of Lifts:	03		
2	Type:	Machine Room based		
3	Motor:	Permanent Magnet Gearless Hoisting motor		
4	Hoisting System:	Stainless steel Ropes for traction sheave elevators or Stainless steel coated Belt technology with monitoring system		
5	Motor Location:	Machine Room		
6	Loading Capacity:	1350 kg or higher, utilizing maximum space of shaft and in compliance with lifts standards EN-81		
7	Door System:	Microprocessor Based VVVF Control		
8	Car Operation System:	Car Operating Panels (future provision for integration of Destination Dispatch System) with supervisory Group Control system		
9	Control System:	Microprocessor Based VVVF Control System with provision of integration with Destination Dispatch system		
10	Speed:	Minimum of 1.75 meter/sec. subject to compliance of lift safety standards EN-81		
11	Floors/Stops:	11 stops		
12	Traveling Height:	Approximately 41.5M		
13	Well Size:	Kindly refer drawings of the existing shaft in the drawing section Well size for one lift: 2230 mm x 2480 mm Well size for 03 lifts: 6690 mm x 2480 mm segregated by MS dividing H- beams The bidders are advised to visit the site for verification of the dimensions before submission of the bids.	The bidder shall fill this section: Quoted Lift Capacity (kg): Quoted lift Car Size (mm):	
14	Pit Depth:	3000 mm	Quoted lift speed (m/sec):	
15	Overhead size: from last serving floor level to bottom of slab	4400 mm		
16	Car Entrances:	One		
17	Car and Landing Doors:	Automatic, two-panel center-opening, stainless steel finish		
18	Car Finishes:	The quoted price should include finishes, wall, ceiling design and flooring of lift car to be of Executive/Premium/highest category. The bid shall highlight, sign & stamp the offered category of car finishes in technical brochures and the Bank will choose the finishes from this category.		
19	Type of Jamb:	Wide Jamb in stainless steel at all floors		
20	Entrance Sill:	Extruded Hard Aluminum		
21	Car Indicators:	Emergency light, position, direction indicators		



Sr. No.	Item	Description	Provided Yes/No	Flag Ref. Page No.
22	Landing Indicators:	Position and direction indicators at all landing floors		
23	Car Push Buttons:	Illuminated, stainless steel push buttons with braille and buzzer for Ground to 10 th floors, open/close inside the lift cabin & Reservation services system inside each car		
24	Landing Push Buttons:	Floor operating panels on each lift lobby equipped with up/down call buttons (Illuminated, stainless steel push buttons with braille and buzzer)		
25	Alarm and Safety System & Additional Features:	• Seismic sensor • Alarm Bell push button • Floor indicator bell • Telephone extension and Intercom system • Automatic rescue device ARD • Full length light curtain, with door closing force limiting device or photoelectric beam as backup • Weight overload buzzer • Emergency lighting and emergency alarm unit • Air Purification System inside the car Provision • Future interface with Integrated Building Management System (IBMS) and Destination Dispatch System (DDS) • LED/LCD display inside the lift car with audio feature for displaying audio/visual message Air-conditioning system for lifts		
26	Model	The lift should be of the latest model offered by the manufacturer. The bidder shall include a letter from the manufacturer in his bid that the offered product is not on End of Support notice including spare parts availability for the next 15 (fifteen) years from the date of Bid submission. Note: The Employer reserves the right to get confirmation from the manufacturer regarding launch of offered lift model.		
27	Technical Literature and other details including manufacturer's Catalogue.			
28	Conformance with EN81 or BS5655 or equivalent internationally recognized standard			



TECHNICAL SPECIFICATIONS:**1 GENERAL**

This section shall cover Lifts where indicated on the drawings and specified herein. Any conflicts between the requirements in this specification and the codes, drawings, standards and specifications referred to herein shall be brought immediately to the attention of the Engineer for resolution. The Bidder shall submit technical data sheets, outline drawing and printed technical literature to fully elaborate offered equipment. **The Bidder is advised to visit the site to check the available lift shafts, pit depth and machine room etc. to ensure that offered equipment will suit to existing conditions.**

2 SCOPE OF WORK**2.1 General**

Following lift work is required for State Bank of Pakistan Head Office Karachi,

- Three (03) brand new passenger Lifts, having minimum of capacity 1350kg at least, serving Ground to 10th Floor.
- Specified dismantling of existing lifts of capacity 1350 kg serving 11 floors (GF + 10).

The scope of work shall cover dismantling of existing one number lift and design, supply, installation, testing & commissioning of brand new three (03) passenger lifts and allied equipment including hoisting machinery, sheaves and girders, controller, car, ropes, counterweights, supports, brackets and guides for car & counterweights, car & landing doors, door operator, switches & control, safety devices, signals, governor, safety gears, buffers, pit screens, well trimming girders, pit access ladder, trap door and such related accessories complete in all respects as specified herein.

The Contractor shall also furnish all labor, erection equipment, (i.e. winches, scaffolding etc.), erection tools, appurtenances, embedded parts and materials, etc. necessary for dismantling the existing lift and thereafter supply, install, test & commission the new lift in perfect operating condition in accordance with these Specifications and Drawings.

The Contractor shall submit design drawings / shop drawings as per the Work program after award of work as for approval of Engineer. The lift design shall be reviewed by the Original Equipment Manufacturer (OEM). The drawings must show final arrangement of equipment, dynamic & static loads imposed on the building, openings, location of embedded parts etc. wiring and control logic diagrams.

The Contractor shall be responsible to make good any damage done to the civil works for erection or other purposes without cost to the Employer.

The Contractor shall also provide and install, from designated electrical power supply point, all required cabling and accessories without cost to the Employer.

The Contractor shall maintain the works during defect liability period. In addition to routine periodic maintenance, the Contractor shall execute all such work of repair, rectification, parts replacement and making good defects occurring during this period.

The Contractor shall also quote the amount for purchasing the dismantled lift in his Bid which is given in BOQ.

The Contractor shall also provide training to the staff of Employer regarding operation and maintenance of the equipment.

Prior to substantial completion date, the Contractor shall submit 3 copies of Operating and Maintenance Manuals for each lift to the Employer/Engineer.

2.2 Technical Support Services of Lifts during Defect Liability Period

After successful completion of all works, the contractor shall maintain the lift during the defect liability period of two (02) years (warranty period) and shall supply all necessary labor, tools, parts, spares, consumables and other material for smooth and uninterrupted operation and maintenance and to rectify or repair defects as per the Contract agreement.

The technical resource shall be deputed in lift machine room during office hours, Monday to Friday and Saturday for maintenance activities, the technical support services shall be made available after office hours and weekends in case of any emergency / fault condition. The overtime for the services beyond office hours from Monday to Saturday may be considered by the Employer as per the terms of the Contract agreement.

No separate payment will be made by the Bank for rectifying defects, providing spare parts, consumable or labor for the above mentioned works. The cost thereof shall be deemed to have been included in the quoted rates of the respective item of the schedule of prices.

3 Methodology for Performing of Works

No extension in project completion period and no extra payment shall be made to the Contractor if the work is delayed due to above mentioned requirement.

4 Applicable Codes and Standards

The standards and codes applicable to only a portion of the works specified in this section are referred in the relevant clauses of this section. The works shall generally conform to standards & codes (latest additions) listed hereunder:

British Standards Specification (B.S.)

B.S. 5655/ : Safety rules for construction and installation of electric lifts
EN 81 : Parts 1, 5, 6, 8, 9 & 10 with Appendices

International Standards (I.S.O.)

ISO 4190-1 : Part-1 Lift installation (Class I, II, III & IV lifts).

American Welding Society (AWS)

AWS B 3.0 : Standard Qualification Procedure
D 1.1 : Structural Welding Code

National Electric Manufacturer's Association (NEMA)

NEMA-1CS6 : Enclosures for Industrial Controls and System

National Electric Code (NEC) by NFPA

NFPA.70 : National Electrical Code
ANSI-A 17.1 : American National Standard Institute
"Safety Codes for Elevators & Dumbwaiter"

Other authoritative codes and standards which ensure equal or higher quality than those referenced may also be acceptable subject to approval of the Engineer.

Any conflict between the requirements of this specification and those on the figures herein or in the codes, standards and specifications referred to herein shall be brought to the attention of the Engineer for resolution whose decision will be final and binding.

5 Packing

The Contractor shall prepare all articles and materials for shipment in such a manner as to protect them from damage in transit or loss from repeated handlings and withstand extremes of climate during transport and storage at site. Packing's shall be non-returnable. Safe delivery of materials will be responsibility of the contractor.

6 Handling & Storage

The Contractor shall carry out port clearance, arrange inland transportation and deliver at site the lift machinery/equipment in their original packages and bundles bearing identification tags. A dry and protected area, close to work site, will be assigned to the Contractor for storage of his materials and tools. The Contractor shall store the equipment at his own cost and arrange guards to ensure safety of equipment.

7 Painting

7.1 General

All lift equipment including exposed steel work, ferrous metal parts of machine room equipment, gear & controllers, structures, cars, doors, guide rail fixings and other materials in the hoist way (except guide rails) shall be properly prepared, primed, undercoated and then painted in accordance with recognized international standards. The type and shade of paints particularly the finishes shall be subject to the approval of the Engineer.

7.2 Preparation of metal surfaces prior to painting

Before application of primer, all surfaces shall be made clean and free from rust and grit by means of blast cleaning. Automatic blasting may be used with most of the common abrasives such as shot, chilled iron, cut wire, or proprietary grit abrasives. The surfaces shall be immediately painted after blast cleaning. In the event the surface become otherwise contaminated in the interval between cleaning and painting, re-cleaning shall be done before painting.

Surfaces of stainless steel, aluminum, bronze and machined surfaces adjacent to metal work being cleaned or painted shall be protected by effective masking or other suitable means, during the cleaning and painting operations.

7.3 Application of Paints:

All paints shall be in a thoroughly mixed condition at the time of application. All work shall be done in a workmanlike manner, leaving the finished surface free from drips, ridges, waves, laps and brush marks. All paints shall be applied under dry and dust free conditions. Unless approved by the Engineer paint shall not be applied when the temperature of the metal or the surrounding air is below 45 OF. Surfaces shall be free from moisture at the time of painting.

The first coat of paint shall be applied immediately after cleaning. When paint is applied by spraying, suitable measures shall be taken to prevent segregation of the paint in the container during painting operation. Effective means shall be adopted for removing all free oil and moisture from the air supply lines of the spraying equipment. Each coat of the paint shall be allowed to dry or harden thoroughly before the succeeding coat is applied. Surfaces to be painted that will be inaccessible after assembly shall be completely painted prior to assembly operation.

8 Materials & Workmanship

8.1 Materials



All materials shall be of the highest grade, free from defects and imperfections, of recent manufacture and unused, and of the classification and grades designated, conforming to the requirements of the latest issue of the appropriate specifications and standards. All materials, supplies, and articles not fabricated by the Manufacturer shall be the products of recognized reputable manufacturers.

8.2 Workmanship

All work shall be performed and completed in a thorough workmanlike manner and shall follow the best modern practice in the manufacture of high-grade machinery, notwithstanding any omissions from the Bid Documents. All work shall be performed by mechanics skilled in their various trades. All parts shall be made accurately to American Standard or other approved gage, where possible, so as to facilitate replacement and repairs. All bolts, nuts, screws, rivets, threads, pipes, gages and gears shall conform to applicable American or other approved standards.

8.3 Structural Metal Work

The fabrication of the Structural Steel shall be performed strictly in accordance with these specifications and shall otherwise conform to the latest revision of the American Institute of Steel Construction "Specifications for the Design, Fabrication, and Erection of Structural Steel for Buildings". Surface finish shall conform to ANSI Standard B 64.1 Surface Texture. The Manufacturer shall be responsible for all errors of fabrication and for the correct fitting of the elements of the equipment. Structural Steel shall be thoroughly straightened by methods that will not result in injury. Sharp kinks or bends in members to be straightened will be cause for rejection. Completed work shall be free from kinks, bends or winds. Shearing shall be accurately done, with neat finish. Corners shall be square and true unless otherwise shown on the Drawings. Re-entrant cuts shall be made in a workmanlike manner and, where they cannot be made by shearing, a re-entrant punch may be used. Re-entrant cuts shall be filleted unless otherwise approved by the Engineer. Bends, except for minor details, shall be made with approved dies or bending rolls. Where heating is required, precautions shall be taken to avoid overheating the metal, and it shall be allowed to cool in such a manner as not to destroy the original properties of the metal. Steel with welds will not be accepted except where welding is definitely specified, called for on the Drawings, or otherwise approved. Low-carbon structural steel may be cut by machine-guided or hand-guided torches instead of shears or by saws. Flame cutting of material other than low-carbon steel shall be subject to approval and where proposed shall be definitely indicated on detailed drawings submitted to the Engineer. Where a torch is mechanically guided, no chipping or grinding will be required except where necessary to re-move the slag and sharp edges. Flame gouging will be permitted in preparation of welding where a torch is hand-guided. All cuts shall be chipped, ground or machined to sound levels.

9 Works Description

9.1 General

New lift shall be installed by the Contractor at locations and in the positions in the lift well and machine room as per site.

Structurally the lift well has been designed to withstand the loads normally expected for lifts of such capacity. The Contractor is recommended to provide equipment loading on the lift well and pits of lift sufficiency in advance to ensure conformance and stability of the structure for the installation and operation of the equipment.

Any changes in the lifts shaft and pit floor structure or other design changes due to particular equipment requirement shall be submitted by the Contractor to the Employer/Engineer for approval within 15 days from the date of Award of the Contract. All such approved amendments shall be made by the Contractor without any additional cost to the Employer. Similarly, the lift contractor must coordinate the installation with the other trades. The machine room of Lift is above the shaft. The machinery layout shall suit the machinery room orientation so as to allow easy access and sufficient space for maintenance work.

Sound reducing materials to isolate motor set from beams and building structure, balance rotating parts to eliminate vibrations and flexible electrical conduits shall be provided. The operation of lift car and doors shall be completely free from all abnormal jerks, vibration and sound. The maximum sound level within the car must be within comfortable limits for human beings (max 45 db).

9.2 Civil Construction

a) Lift Well

The lift shall be installed in the existing lift well.

The Contractor, however, shall be responsible to carry out minor correction for the purpose of installation of guides in perfect plumb and other equipment to ensure perfect installation and operation of the lift without any cost to the Employer.

b) Hook/I-beam for Equipment Installation

Hook/I-beam shall be available on ceiling of the lift well to facilitate installation and maintenance of equipment. The exact location of the hooks/I-beam and any additional requirement in the lift well shall be intimated in advance within 15 days by the Contractor for incorporation in the civil works.

9.3 New Lift



The lift offered by the contractor shall be equipped such controls and interfaces to be connected with and respond to the Integrated Building Management System (BMS) of building. The construction and functional details are given hereunder:

9.3.1 Lift Car

a) Car Frame & Platform

The car frame, consisting of upper yoke with cross yoke side braces and bottom frame shall be made of welded or bolted steel channel sections, sufficiently rigid to withstand the operation of the safety-gear without permanent deformation of the car frame. The elevator car, platform, door operating mechanism, safety doors, maintenance station etc. shall be mounted on car frame.

The deflection of the members carrying the platform shall not exceed 1/1000 of their span under static conditions with the contract load evenly distributed over the platform.

Roller guides, mounted on car frame, shall have individual suspension to cushion jolts and minimize noise and vibration.

The platform shall be of fabricated frame of formed and structural steel shapes gusseted and rigidly welded, with provision for a floor covering as specified with the car body work. Rubber pads of sufficient size shall be provided between the car frame and the platform to provide sound and vibration isolation.

The underside of the platform will be covered with sheet steel to provide adequate fire resistance.

An aluminum sill grooved to suit door spuds shall be fitted to the platform together with a toe-guard.

The car bodywork shall be carried on the platform with the top fixing to the car frame being suitably isolated.

All auxiliary equipment shall be mounted and supported from the car frame.

b) Car Bodywork

The car bodywork shall be of steel construction with provision for interchangeability of décor finishes and ceiling designs. The roof shall be constructed to withstand the weight of two men without deformation.

The car top shall have provision for emergency communication. A 3-pin socket outlet shall be fitted on top of the Lift car, besides two outdoor protected type lights one each at the bottom and top of the car operated through an MCB.

c) Finish

The car enclosure shall be as per technical data sheet. Recessed kick plate 6" high of stainless steel shall be provided on the three walls of the lift car. The floor shall be provided with sheet steel sound – isolated platform with granite flooring unless otherwise specified.

A 6 mm thick full width safety glass mirror will be fitted between the ceiling and half height of the rear wall of the car.

Ceiling shall be of removable type with modular light fittings and emergency exit with safety switch.

Handrails on three walls shall be provided with satin finish standard stainless steel hollow section. Fixing brackets shall also be in stainless steel.

Notwithstanding the above, the design and finish of car interior together with suspended ceiling, light fittings, floor covering and other fittings shall be to the Engineer's approval. The Contractor shall offer various options of car finish with his bid.

d) Intercom System

The Contractor shall provide a suitable intercom system to enable two-way communication to an attendant in the machine room. The system design shall be subject to approval by the Employer. Contractor will be responsible for all necessary wiring, connections and satisfactory operation of the lift intercom system.

9.3.2 Doors

a) Landing Doors

Each landing shall be provided with two panel center opening doors unless otherwise specified in technical data sheet. The doors, frames and architraves (if applicable) shall be made of stainless steel in satin finish. The door panels shall have a fire resistance rating of at least one hour. The panels shall be interconnected by a maintenance- free self-tensioning synchronizing wire rope.

Each landing shall be equipped with a toe-guard apron at the hoist way entrance side. The toe-guard apron shall be of sheet steel not less than 16 gauge thick, and shall extend not less than 50mm beyond the entrance jamb at each side. Toe-guard apron shall be approximately 2 feet deep, adequately fastened and braced, the lower edge turned inward.

The frames shall be of 14 SWG (min.) and panels fascia, toe-guards, dust and hanger covers shall be of 16 SWG. All other features not covered above shall be similar to that specified under Car Doors.

Each landing entrance shall be equipped with an approved type factory tested interlock as required by the code. The interlock shall be designed to prevent moving of the car away from the landing until the doors are locked in the closed position as defined by code and shall prevent opening of doors at any



landing from the corridor side unless the car is at rest at that landing or is in the leveling zone and stopping at that landing.

Landing door unlocking device as specified by the ANSI A17.1 or B.S. 5655: part 1 Code shall be provided to permit authorized persons to gain access to hoist way when Lift car is away from the landing. Each Landing door or door panel shall be furnished with sheave type two-point suspension hangers and tracks complete in all respects. The sheaves shall have polyurethane tires with ball bearings sealed and lubricated for life. Hangers shall be provided with an adjustable slide to take the up-thrust of the doors. Tracks shall be of cold drawn steel shapes with smooth surface and shaped to conform to the hanger sheaves. Tracks shall be removable for replacement.

b) Car Doors

The car doors shall be two panel center-opening type unless otherwise specified in technical data sheet under para 11. The door-gear shall be operated by VVVF AC drive. The door gear shall be built-in unit with the car door top track support, mounted on the car entrance column extensions.

A retractable car door coupling shall be provided to connect the car and landing doors to eliminate any backlash and ensure complete door synchronization.

The car doors, frame and front shall be of stainless steel (satin finish) with panel construction and other features such as fire rating, etc. similar to the Landing Doors.

The door panels shall be suspended from sheave hangers with polyurethane tires and sheaves running on a polished steel track, and guided at the bottom by non-metallic shoes sliding in an extruded aluminum threshold groove.

If the car is stationary at floor level with the doors closed, it shall be possible to open the car doors from inside the car by pushing the car door in the opening direction. To open the doors from the landings, the triangular key must be used.

c) Door Safety Devices

i) Full Width Light Curtain

The car doors shall be fitted with light barrier system extending from 25mm above floor level up to a height of 1600mm, operating between car and landing doors. The barrier system shall comprise of a transmitter and a receiver strip containing several pairs of transmitters & receivers generating a large number of invisible light rays. In case if any one of these rays is interrupted, the control unit immediately reverses the door motion. The light curtain shall recalibrate itself at regular interval to update its scanning cycle.

In addition to above, the car doors shall be provided with an additional safety such as Door closing force limiting device or photoelectric beam etc. to maintain operational safety in case of failure of the main light barrier system.

ii) Door Open Timing Feature

The door operation shall also have door open timing feature operation in conjunction with light rays to provide adjustable, reduced, hold open time once rays are broken and re-established. In the event rays are broken beyond an adjustable time, a buzzer shall sound and doors to close at reduced speed.

d) Door Operator

A variable frequency controlled variable speed door operating unit capable of opening and closing car and landing doors simultaneously shall be mounted on the car frame independent of the car bodywork. The mechanism shall be designed to achieve smooth acceleration and retardation of doors without the use of dashpots. All pivot and bearing points shall be of steel and nylon or bronze bushed pins, ball or roller bearings suitably lubricated shall be fitted.

The driving mechanism shall be designed such that:

The closing force applied to the doors shall meet the requirements of B.S.5655: Part I.

The car doors can be opened by hand in the event of a mains failure.

The motion of the doors will be reversed if they meet an obstruction. An AC motor with VVVF drive to provide variable speed shall be provided to obtain the performance required by the control system.

Mechanical Control Station, carrying controls and equipment as specified in B.S. 5655 shall be fitted on the top of the operator.

9.3.3 Machine Room Equipment



The lift offered by the contractor shall be able to get equipped such controls and interfaces to be connected with and respond to the future Integrated Building Management System (IBMS) of SBP BSC Islamabad.

a) General

i) Arrangement

The hoisting machines over hoist way shall be placed on steel beams, which shall be provided by the Contractor for placing over concrete foundations as per Engineer's approval. Anchor bolts, templates, inserts, signal boxes, and sleeves for installation shall be furnished by the Contractor.

ii) Identification

Each hoisting machine and corresponding controller shall be numbered with 100mm high numerals giving lift numbers.

iii) Sound Control

Sound reducing buffers of elastic material shall be provided under the base of the hoisting machines to isolate sound and vibrations from the building structure. The rotating parts shall be dynamically balanced to eliminate vibration. The conduit to controller frames, starter frame and machinery with flexible connection shall be suitable fastened.

b) Hoisting Machines

i) Gearless Drive

The hoisting machine shall be of the permanent magnet gearless drive with motor, brake and other integral parts mounted as one assembly on steel bed plates so that proper alignment of these parts is maintained under all conditions.

Means shall be provided on all lift machines to enable the lift cars to be raised or lowered in an emergency by manual operation. The direction of winding corresponding to the raising and lowering of the lift car shall be clearly indicated.

Manual operation shall be by a smooth-rimmed detachable, spoke less wheel fitted to the shaft.

ii) Brakes

The brake shall be spring actuated, electrically released and of adequate proportions for the duty involved and fitted with two self-aligning shoes actuated by compression springs.

The brake shall be instantly and automatically applied in the event of interruption of the power supply.

The brake shall be capable of bringing the car to rest smoothly, under maximum conditions of load and speed, and capable of sustaining static load of 150% of the contract load.

iii) Motor

The variable voltage variable frequency (VVVF), motor specially designed to meet all lift duty requirements shall have a duty cycle rating of a minimum of 180 starts per hour. The motor speed shall have controls to allow smooth transition between acceleration and deceleration phase. The motor shall be capable of stable operation at all speeds up to the stated maximum and no abrupt speed change shall be permitted. It shall have a drip proof enclosure and may be force ventilated.

The drive motor shall be rated to provide sufficient power to accelerate the elevator to full speed in the shortest period while maintaining passenger comfort.

The power system shall incorporate solid state equipment controlling the speed of the lift motor. Smooth performance with step-less acceleration and deceleration are to be provided with a leveling accuracy of $\pm 0.25''$ and the final stop at floor level is to be achieved dynamically after which the machine brake shall be applied to hold the lift car stationary.

9.3.4 Hoist way Equipment

a) Stainless steel coated belt Hoisting System

Carbon Fiber Hoisting/ Belt technology shall be used for hoisting of lifts. The hoisting system must be complaint with elevator standards and equipped with belt monitoring mechanism as well.

b) Guides, Fixings and Inserts

The guides shall consist of high quality 'T' section steel of adequate strength and dimensions suitable for travel, car weight, speed and lift capacity. Guiding surfaces shall be accurately machined. The joints shall be spotted and joined by machined steel finish plates.

Guides shall be of sufficient length to prevent any of the car or counterweight shoes from running off the guides.

All guides are to be securely fixed to the walls of the lift well by steel brackets bolted to metal inserts or by other approved means. Rag bolts shall not be permitted. All metal inserts, fixings, guide rails, anchor bolts etc. shall be provided by the lift Contractor.

Guides shall be so jointed and fixed to their brackets that they do not deflect by more than 3mm under normal operation.

Guides and their fixing shall withstand the application of the safety-gear without permanent deformation when stopping a fully laden car or the counterweight.

The existing guide rails, fixing and brackets may be utilized if technically feasible/compatible with newly proposed model of lifts. Otherwise, bidder will have to provide new guide rails and amount may be incorporated in BOQs.

c) Counterweight

The existing counterweight may be utilized if technically feasible/compatible with newly proposed model of lifts. Otherwise, bidder will have to provide new counterweight and amount may be incorporated in BOQs.

A counterweight equal in weight to the car plus 40% to 50% of the specified load shall be provided to each lift. Structural Steel frame shall support requisite number of cast iron weights. It shall be fitted with guide shoes and suspension arrangements and accessories suitable for specified lift capacity.

Car and counterweight are to be fitted with roller guide shoes unless otherwise specified.

d) Safety Gear and Governor

A friction type progressive safety gear actuated by centrifugal over speed governor shall be securely bolted to the car frame under the car platform.

The governor wire rope operating the safety gear mechanism shall not be less than 8mm diameter.

The tension weight fitted with an electrical safety device shall be provided to cause the hoist motor to stop should the governor rope break or slacken.

The governor shall be fitted with a direct driven unit to relay to the control system both the speed and position of the lift in shaft.

The governor shall be equipped with two electrical switches, preset to operate progressively in case of over speeding to reduce the lift speed in the first stage and if the lift speed is not brought under control, operate to cut of power supply to the hoist machine and apply brakes.

If the car continues to travel downwards at excessive over-speed, the mechanical trip shall operate causing the governor jaws to grip the rope to bring the safety gear mechanism into operation causing the jaws to grip the guide rails equally through self-aligning friction shoes thus bringing the car to rest gradually and smoothly. The governor and safety gear shall be released by raising the car.

The governor and safety gear shall be adjusted to operate as specified by B.S. 5655.

e) Buffers

Oil buffers of spring-return type (unless otherwise stated) shall be supplied and installed in pit under car and counterweight for each Lift. The minimum total stroke of the buffer shall be based on the retardation of 32 feet/sec.2 based on 115% contract speed. The maximum rate of retardation of the oil buffers based on 115% contract speed shall be 80.5 feet/sec.2 excluding any transient decelerations having duration not exceeding 0.04 sec.

The buffers shall be mounted on continuous channels securely anchored to the pit floor and fastened to the guide rails. The channels, anchors and any additional supports required for buffers shall be provided by the Contractor.

The buffers shall be fitted with means of ascertaining the correct amount of oil in the buffers.



Each buffer shall be permanently and legibly marked to indicate the type and quantity of oil to be used within the buffer.

The buffers shall be self-setting type fitted with safety device to ensure its return to their normal position after operation.

f) **Final Limit Switches**

The lifts shall be equipped with an automatic device arranged to bring the car to a stop at the terminal landings independent of the regular operating devices in the car. Final limit switches should stop the car and prevent normal operation should it travel beyond the normal stopping device.

Separate control devices for normal stopping and final limit switches shall conform to the requirements of BS 5655: Part I.

9.3.5 Controller & Control System

The lift offered by the contractor shall be equipped such controls and interfaces to be connected with and respond to the future Integrated Building Management System (IBMS) of SBP BSC Islamabad. Manufacturer's interface software, if available, licensed to State Bank of Pakistan may also be provided with hands-on training.

a) **Controller**

The controller shall be floor mounted, upright type enclosed in enamel finish steel cabinet with either hinged doors at the front and removable panels at back or hinged door both at front and back.

The control system shall be microprocessor based and fitted with all safety devices to protect equipment and motors from damage in the event of overload or other malfunction. Protection against phase reversal shall be provided as per code and BMS.

The driving unit control module, comprising of power and command module, shall control drive performance parameters. The controller unit shall control acceleration & deceleration, speed and the jerk rates during change in acceleration or deceleration to provide step less speed variation for maximum passenger comfort. The jerk rates shall be individually adjustable to user's satisfaction. Upon receiving signal to perform journey, the command module shall evolve optimum speed profile for each journey and trigger power module for AC/DC and DC/AC conversion for necessary drive current and voltage to obtain desired motor torque.

The controller shall control car motion on feedback from motor-mounted tachometer and operate the brakes of hoisting motor through the signals received from micro switches and load weighing devices.

The controller shall be arranged to cut off the power supply, apply the brake and bring the car to rest upon failure of operation of any of the electrical safety devices.

The controller shall meet the requirements as specified in BS 5655.

b) **Control System**

i) **General**

The design of control system shall be based on functionally arranged section modules featuring high degree of efficiency, economy of operation, adaptability to changing operating conditions, safety and reliability in operation through maintenance free electronic circuitry.

The control equipment shall be microprocessor based electronic solid state. The total system shall be designed to operate in normal machine room ambient and incorporate full protection against noise and electrical interference generated within the power section, controller and switchgear. The system design shall allow the control algorithm to be reprogrammed by software changes.

The Controller for each main bank lift shall be capable for individual lift control as well as group control. It shall be state-of-art microprocessor based controller capable of high- speed data transmission and analysis for optimization of traffic control.

All modules shall be tested at the manufacturer's works prior to installation. System component shall be subjected to environmental endurance, thermal shocks and salt spray in test chambers.

The control system for the passenger lifts shall be Group Supervisory type as per technical data sheet with provision to operate any lift independently from the group.

ii) **Group Supervisory Operational Mode**

The operational mode of the passenger lifts shall be group supervisory automatic

The control system shall be provided with a parking feature, which returns the car to the main floor when there are no calls in the system.

The lift shall be provided with individual landing station and operated from interconnected landing buttons including two operating devices in the car. Single touch buttons shall be mounted at each terminal landing.

On touching car or landing buttons, (other than those for landing at which car is standing) shall start the car provided interlock circuits are established and causes car to start traveling in the direction of registered call. Car shall stop at the designated landings for which calls are registered with stops made in order in which landings are reached, irrespective of sequence in which calls are registered, provided call for a given landing is registered sufficiently in advance of arrival of car at that landing to permit stop to be made.

If there are no car calls and car starts up in response to outside landing calls, car shall proceed first to the highest down call and then reverses to collect other down calls. Up landing calls shall be collected similarly when car starts down in response to such calls. If car stops for a landing call and a car call is registered within a predetermined interval after stop for a landing corresponding to direction car was traveling, car shall proceed in the same direction regardless of other landing calls registered.

If DOWN landing buttons are touched while car is travelling up, car shall not stop at these landings, but calls remain registered. After highest car and landing calls have been answered and door interlock circuit is established, car shall reverse automatically and respond to down car and landing calls. When traveling down, car shall not respond to up landing calls, but calls shall remain registered and answered on next up trip. No double door operation shall be permitted.

iii) Load weighing

Means shall be provided for weighing cargo/ passenger load. Control system shall be designed to provide dispatching in advance of normal intervals and to provide landing call by-pass when the car is filled to approximately 80% of full capacity load.

Settings shall be individually adjustable. A buzzer shall be provided to indicate overload in lift

iv) Door Operation

Doors shall open automatically when a car arrives at a terminal to permit egress of passengers. When another car is at the terminal and is loading for departure or upon expiration of a timed interval, the doors shall close until car is designated for loading. In the event a passenger has entered the elevator, the doors shall reopen upon registration of call on the car button or by pressing the door open button. If no other car is at the terminal, an arriving car shall have its doors open until the car is dispatched or expiration of a timed interval with no demand.

v) Automatic leveling

An automatic 2-way leveling device shall be provided, designed to govern the leveling of the car to within 6mm above or below the landing sill. The leveling operation shall avoid over-travel, under-travel, of the car and maintain the leveling accuracy regardless of the load in the car, direction of travel, rope slippage or stretch in ropes.

vi) Independent Operation

Controls shall be provided for operation of the lift from car buttons only. A key operated switch shall be provided in each car.

vii) Emergency Features

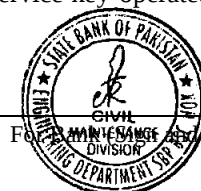
1) Emergency operation: The Lift shall be equipped with control system to operate and recall the cars in fire or other emergency conditions and to allow the lift to run on emergency power supply.

The operation of lift on emergency service shall be as follows:

- The Lift shall be operable only by a person in the car.
- Lift shall not respond to Lift corridor calls.

The opening of power operated doors shall be controlled only by buttons or switches. If the switch or button is released prior to the doors reaching the fully open position, the doors shall automatically re-close. Open doors shall be closed by either the registration of a car call or by "door close" switch or button.

Lifts shall be removed from emergency service by moving the emergency service key-operated switch in the car to the 'off' position with the car at the main floor.



2) **Emergency Lighting and Emergency Alarm Unit:** An emergency light shall be included for the lift car. An automatic change over switch shall be provided in the controller so that upon normal supply failure Emergency power supply shall be provided by the Contractor for the light fixture, exhaust fan, and alarm unit.

The Contractor shall supply a suitable button in the car control station wired to a terminal box fixed in the lift shaft near the bottom floor served. A suitable alarm bell shall be provided and fixed including all necessary wiring connecting up to the terminal box.

The power for the emergency lighting, exhaust fan and alarm bell shall be from the same emergency supply consisting of rechargeable nickel cadmium battery unit with trickle charger and 10 years' minimum life expectancy.

3) **Emergency power transfer:** In the event of normal power failure, adequate emergency power will be supplied through Employer furnished stand-by generator to run the Lift.

4) **Automatic power evacuation device (Automatic Rescue Device (ARD):** In the event of normal power failure the lift shall be provided with an automatic evacuation device which will bring the lift car to stop at the next floor and open the doors.

5) **Hand Winding System:** Provision shall be made on each hoisting machine such that the lift car can be raised or lowered during emergency by manual operation.

6) **Intercom:** The Contractor shall install for each lift, an intercom facility with control room or at location designated by Employer for 24 hours communication.

7) **Earthquake control:** In the event of an earthquake, the lift facility shall be provided with a seismic detector which will bring all cars to stop at the next floor and open the doors.

8) **Fireman Switch:** A fireman switch shall be provided in the ground floor lift lobby. In the event of fire & upon manual actuation of the fireman switch, all the registered calls shall be cancelled and shall stop at the designated parking floor and open the doors.

The emergency alarm unit shall also sound once the fireman switch is actuated.

9.4 Signals & Fixtures

9.4.1 Integrated Hall Indicator

An integrated hall indicator consisting of digital car position indicator (revealing floor position of car) and illuminated or digitalized arrows indicating the arrival and departing direction, as determined by the control system shall be installed for each individual lift and at each landing. A two tone electronic gong shall also be provided for audible announcement of the arrival of the lift car.

9.4.2 Landing Call Station

Landing call station fitted with call buttons shall be installed at each landing. It shall be designed for mounting on the landing door frame or on adjacent side wall, subject to Engineers' approval.

The call buttons shall be of micro-movement type, constructed of stainless steel presell suitable for long arduous duty. The translucent surround of the button shall illuminate to indicate acceptance of call signal. The presell shall incorporate two light emitting diodes. The presells shall be mounted flush with the faceplate. The faceplate shall be of stainless steel 2mm thick, fixed with tamper resistant screw.

The call buttons of each landing station shall be inter-linked such that with the pressing of call button of any lift, call buttons of lifts in the same direction shall light up and record the call.

9.4.3 Car Station

The car station shall be integral with the front return of the car and constructed from 1.6mm thick stainless steel, plate of natural satin finish.

The hinged full height front panel of the car station shall carry the controls and indicators. The panel shall be fitted with a secret release, which can only be opened from the back of the trough. When the hinged panel is opened an isolate/ normal switch shall be available.

The car-operating panel shall contain at least the following controls:

- Alarm button
- One floor button for each floor served
- Open door button/hold on button
- Key operated car independent service switch
- Key operated fan switch
- Digital car position indicator and direction arrows



All buttons shall be set flush with the panel surface for maximum resistance against abuse. When operated, a LED illuminated halo shall surround the buttons thereby informing that the call has been registered. The buttons shall be plastic presell engraved with the appropriate floor marking.

COP shall be equipped with car call cancellation feature. This feature should allow cancellation of an incorrect registered car call by pressing the floor button twice.

The digital car position indicator and direction arrows shall be positioned above the buttons.

9.5 Power Supply & Electrical Installations

9.5.1 General

The power supply at load break switch will be available in the Lift machine room. All further wiring, controls and providing proper distribution boards, along with necessary material and accessories beyond the power supply points shall be supplied and installed by the Contractor. The electrical installation and appliances shall comply with B.S. 5655: Part I.

9.5.2 Wiring Installation

All wiring shall be carried out in accordance with the IEE regulation, NEC standard and B.S.S. wherever applicable.

All cables shall be PVC insulated, and if required PVC sheathed also, single or multi-core having tinned copper conductors. Cables for different voltage circuits which are run together must have the insulation rating, suitable for the highest voltage present. Wherever cables are subjected to high temperature such as termination to car light, it shall be protected by suitable heat resistant sleeve. At all terminations, cable ends shall have numbered ferrule to match with the mark on respective component and control drawings. All wiring shall be continuous between terminations.

Travelling cables between the lift well and lift car terminal boxes shall be suspended by looping over reels or by suitable clamps. The connections in the terminal boxes shall be marked for identification purposes.

Travelling flexible cables shall be fire resistant and shall comply with B.S. 6977.

9.5.3 Trunking and Conduits

All wiring from machine room to motor controls at each floor and to other circuits shall either be run in 16 SWG galvanized steel conduit or trunking, the selection and route of which shall depend on the number of cables and ease of installation and maintenance. If trunking installed it shall have removable covers, and the trunking finished in dark grey enamel as per B.S. 381C. Fixing arrangements of conduit of trunking shall be vibration proof suitable for the existing conditions. All connections from trunking or conduits to motors or other equipment subjected to vibration shall be with flexible galvanized steel conduit. All trunking and conduit shall be continuous throughout the length to ensure good earth continuity.

9.5.4 Earthing

Earthing of all equipment and metal work which can be subjected to dangerous voltage under normal operating and fault conditions shall be earthed in accordance with NEC or equivalent standard. One PVC insulated earth conductor of suitable size having yellow color with green tracer shall be run along the trunking or conduit as main earth. All branch circuits in conduit or trunking and other metal work shall have branch earthing cable connected to main earth. All length of trunking shall also be bonded to main earth.

9.5.5 Testing

Testing of electrical installations shall be carried out to the satisfaction of the Engineer in accordance with standard practice and recognized international standards/codes.

9.6 Local Materials

9.6.1 Pit Access Ladder

Rugged steel ladders for easy access to the pits shall be provided by the lift Contractor in all pits.

9.6.2 Pit Screen

A suitable rigid steel screen shall be provided and fixed by the Lift Contractor at the bottom of the lift well where the counter-weight comes down on its buffers and between lifts. The screen shall have a minimum height of 7 ft. or as per code requirements.

9.6.3 Separator Beams & Well Trimming Girders



Properly designed separator beams and trimming girders shall be supplied and installed at proper location in Lift well by the lift contractor to suit fixing requirement of offered lift. The separator beams and trimming girders installed in lift shall be of at least 200 mm rolled I-beams of prime quality structural steel (ASTM A-36 or equivalent).

9.6.4 Trap Door

The Contractor shall provide and install the trap doors of rugged construction in the machine rooms at location shown on relevant drawing to enable access of the hoisting machinery into the machine rooms. The trap door shall be strong enough to temporarily withstand/support heavy machinery. It shall be installed flush with the finished floor when closed and be lockable only from inside the machine room.

The Contractor shall include the above items in his bid price for the lifts.

DESCRIPTION OF TECHNICAL SUPPORT SERVICES DURING WARRANTY AND SERVICE LEVEL AGREEMENT (SLA)

1. The Contractor must provide warranty, Maintenance and Technical support services as per SLA to run and maintain all the lifts as per following services:

<u>Location</u>	<u>Warranty and SLA</u>	<u>Equipment</u>
State Bank of Pakistan SBP HOK	a. 02 years' defect liability period / warranty period shall be effective from the date of issuance of Substantial Completion Certificate/ Taking-Over Certificate of the respective lifts. b. Service Level Agreement of 30 Months (operation and maintenance) will be effective from the date of issuance of Substantial Completion Certificate/ Taking-Over Certificate of the 1st lift installed/commissioned.	03 Nos. passenger lifts capacity not less than 1350 kg with 11 Stops i.e. Ground to 10th Floor. All Allied equipment in machine room such as electrical and control cabinets, batteries, motors, ropes/belts, relays and switches and any other device or component in conjunction with lifts.

2. **Major Items of Contract:**

The service provider shall be responsible for the continuous and uninterrupted management services of Lifts including in Machine Room, complete service & maintenance of all lift related equipment controls, components and accessories, repair, preventive maintenance and annual overhauling and servicing of lifts.

- a) Continuous and uninterrupted management services for the following equipment:
 - i. 03 Nos. passenger lifts capacity not less than 1350 kg 11 Stops i.e. Ground to 10th Floor.
 - ii. Allied equipment in machine room such as electrical and control cabinets, batteries, motors, ropes, relays and switches and any other device or component working in conjunction with above listed equipment.
- b) Immediate removal and appropriate disposal of waste, such as used oil and filters, defective lights, and of other such items according to municipal codes and environmental standards.
- c) Cleaning and general upkeep of lift cars interior and exterior, shaft wells, Machine rooms and surrounding areas.
- d) Any other work assigned by the Bank.

3. **Warranty**

The proposed elevators shall carry a warranty for a period of not less than two (02) years effective from the date of issuance of Substantial Completion Certificate/ Taking-Over Certificate of the respective lifts. The entire system/equipment /sub-assemblies etc. shall be free from defective material and workmanship and any shortfall/defect that may appear/be detected within 24 months from the date of issuance of Substantial Completion Certificate/ Taking-Over Certificate of the respective lifts.

During the warranty period, the system shall be serviced as and when necessary and all defective parts



other than consumables shall be replaced/repared free of charge. The supplier/supplier's accredited local agent shall attend to scheduled/ unscheduled repair/replacement of parts and associated maintenance free of charge during this period as also specified in the Service Level Agreement (SLA).

4. Lift Technician Services

4.1 Lift technician (at least 01 resource) shall be responsible for timely servicing & maintenance of the system(s), replacement of spare parts, co-ordination with the Bank and honoring any other terms & conditions included in Warranty and/or SLA.

4.2 Every lift technician must be made aware of the contractual obligations related to repair/maintenance and service of the whole system in accordance with the SLA terms and conditions. All type of maintenance required will be undertaken in a timely manner, and a report of its compliance must be submitted to the Bank every month.

4.3 The Service Provider shall be responsible to comply with all applicable laws of the land to fulfill the regulatory payments under Labor Laws which includes but not limited to:

- Payment of at-least minimum wages/salaries/remuneration as notified by the respective Government.
- Ensure EOBI/Social Security registration of its resources and regular payment of contributions.
- Group Life and Medical Insurance.
- Casual, medical and maternity or any other leaves as per applicable laws.
- Any other requirement as applicable under the relevant law.

4.4 The Service Provider will ensure that the terms and conditions of employment/ service of its employees are compliant and in accordance with the applicable labor laws existing in Pakistan and any of the Provinces in Pakistan.

4.5 The Service Provider shall take all practicable steps to ensure that all of its resources comply with the Applicable Law.

5. SLA Severity Matrix:

Severity	RED category	Orange category	Green category
Criteria	The operational system(s) or their sub-system(s) is/are down, or a major control component(s) is/are inoperative affecting most of the staff. System(s) or sub-system(s) performance has become unacceptable.	The operational system(s) or their sub-system(s) is/are down. The system is operating normally, but a redundant component or supporting feature has failed.	The system is available and performing adequately, however preventive maintenance activity will ensure smooth operation of the lift.
	Example: - Inverter failure of main motor of the lift - Free falling of lift due to breakage of ropes/belts - Operational Interruption of two or more lifts simultaneously - Power outage	Examples: - Failure of the lift due to activation of a safety device - Slow or jerky movements, malfunctioning of mechanical components i.e. track rollers, door sleepers, cabin/counter weight shoes etc. - Control PCB card error - Unusual noises due to main motor bearing malfunction	Examples: - Doors not closing or opening properly - Irregular leveling with the floor - Oil contamination - Temperature control system in the machine room
Response Time ¹	Two (02) hour	Two (02) hour	Two (02) hour
Recovery Time ²	Twenty Four (24) hours or agreed time	Forty Eight (48) hours or agreed time	Forty Eight (48) hours or agreed time
Action	Escalation to OEM for technical support via internet or phone.	On-Site Technical Support on Call Basis.	Technical Support on Call Basis or On-Site as per requirements.

Severity	RED category	Orange category	Green category
	Troubleshoot, Rectify, Repair, Replace faulty component (s) within specified hours to restore the operations.	Escalation to OEM for technical support from OEM via internet or phone (if required).	Technical assistance from OEM via internet or phone.
Support Coverage	24 hrs. x 365 days	24 hrs. x 365 days	During standard or Extended Business Hours including Holidays

Response Time: The time from logging a support call until the bidder technical team start working on solving the problem.

Recovery Time: The time from call logging until the problem resolution from one severity level to next severity level.

In case of non-compliance of above SLA severity matrix and resolution within the prescribed recovery time, the penalty of Rs. 5000/- per occurrence would be deducted from the SLA payments to the service provider.

6. Qualification, Training and Experience

Resources deployed at site must be qualified, trained and experienced in their respective areas and able to perform services as mentioned below to the entire satisfaction of the Bank. Bio data and police verification of each personnel must be submitted to the Bank prior to deployment.

The minimum qualification of Engineer / Project Manager should be at least /B. E /B.Sc./B. Tech (Electrical/Mechanical) with at least 07 years' experience. The bidder/firm must possess adequately trained engineer for erection of passenger lifts and allied equipment. In-case of non-compliance of providing trained Engineer / Project Manager for installation of lifts, the penalty of Rs. 50,000/- per month would be deducted from the bill of the service provider.

7. Description of Services

a) Services at Machine Room:

Continuous and uninterrupted management services are required in the machine room including the following:

- Attending to phone calls and responding as necessary.
- Communicating with trapped persons inside lift(s) and issuing instructions as necessary.
- Monitoring lift machinery for abnormal noise, vibration or any other condition.
- Calling for external help in emergency situations and whenever necessary.
- Supervision of activities and liaison with the Bank's staff in emergency situations.
- Maintaining a log of attendances and SOP's as required by the Bank.
- Supervision of inspection and maintenance activities as per Appendix-E necessary to maintain the lifts in trouble-free and smooth service condition.
- Troubleshooting in case of defects, abnormal working and complaints. Calling for backup support if necessary to further troubleshoot and rectify the malfunction.
- Removal and disposal of waste.

b) Services at Landings:

In addition to, and concurrent with, a) above, continuous and uninterrupted services are required near the landings including the following:

- Immediately attending to the lift(s) in case of emergency.
- Immediate evacuation of trapped persons in case of emergency.
- Immediately attending to faults and defects in components and rectifying the same to facilitate smooth and uninterrupted services.
- Reporting to service provider's supervisor or calling for external help in emergency situations and whenever necessary.
- Carrying out the SOPs
- Removal and disposal of waste.

c) Services for Lift(s)

In addition to, and concurrent with, a) & b) above, continuous and uninterrupted services are required for 01 (One) lift including the following:

- Checking the cars for proper working of safety and communication devices, lighting and ventilation.
- Immediate evacuation of trapped persons in case of emergency.



- iii. Reporting to Service provider's supervisor or calling for external help in emergency situations and to report missing parts or abnormal running condition.
- iv. Cleaning the cars.

d) Support Services

In addition to, and concurrent with, a), b) & c) above, continuous and uninterrupted services are required including the following:

- i. Provide assistance in emergency situations and evacuations.
- ii. Provide assistance in troubleshooting or repair and rectification work.
- iii. Carry spare parts, tools or documentation between work sites.
- iv. Going off-site to bring in parts, material, documents or consumables as instructed by service provider's supervisory staff.
- v. Any other work assigned by the Bank

e) General

- i. Service provider shall provide continuous and uninterrupted management services as well as general upkeep of the above listed equipment.
- ii. Service provider shall refer to Maintenance manuals of equipment for performing maintenance and upkeep work and follow instructions therein.
- iii. Service provider shall ensure to attend any instruction/call from the Bank immediately upon such communication. Service provider shall obtain confirmation/approval from the Bank's authorized representative before execution of services.
- iv. A complete daily general checking of the entire installation shall be carried out by the Service provider and will immediately convey any abnormality in the equipment and allied systems listed above, as well as make immediate arrangements to set right such abnormalities. Moreover, Service provider shall maintain related records and produce such records on demand by the Bank.
- v. Service provider shall attend the maintenance or repair work on priority basis after office hours or on holiday(s) if so warranted, or at any time due to exigencies/ emergencies and will provide continuous and uninterrupted services. Service provider shall inform the Bank's Engineer In-charge well in advance about any maintenance/repair/service work scheduled to be done by him after office hours or on holiday(s) so that necessary security arrangement and access to bank may be made.
- vi. A complete general checking of the entire lift and its allied equipment/accessories shall be carried out by the Service provider at least once a month during which the defective part(s) shall be replaced by new one(s), if required.
- vii. Routine maintenance services will not be limited to the working schedule. The Service provider must carry out other repair / maintenance & services upkeep as and when required so as to keep the equipment in top running condition.
- viii. A fitness certificate regarding performance and excellent condition of lift(s), countersigned by the Bank, will be submitted by the Service provider along with each monthly bill.
- ix. Service provider at site shall immediately report to the Bank if the fault is beyond their capability, and the Service provider shall depute its team immediately to resolve the issue.
- x. The Service provider's supervisor at site shall inform Bank about spare parts so that same could be arranged in time by the Bank.
- xi. Consumable materials like kerosene oil, grease, cotton, duster, cleaning brush, vacuum cleaner tools etc. will be arranged by the Service provider from its own sources for which no extra payment will be made by the Bank.
- xii. Service provider shall carry out the Services in accordance with professional codes and instructions and with the required skilled labor under the direction of the experienced engineer-in-charge of the Service provider and in line with the service manual of the supplier/manufacture. The Service provider shall provide servicing for all parts of lift(s). Service provider will not make any alteration/modification etc. in existing lift machinery without prior written approval of the Bank.
- xiii. Service provider shall be responsible for continuous and uninterrupted services of all control and electric panels installed for the lift(s), and fitness certificate shall be provided monthly.
- xiv. Machine room and its vicinity pertaining to lifts and allied equipment will be kept clean and tidy and light/fan etc. repair shall be performed.
- xv. All routine maintenance and normal repairs will be done by the Service provider at his own cost and the total bid will be inclusive of all such repairs.
- xvi. Service provider shall submit reports for modification in equipment or processes to improve the performance of system for smooth/uninterrupted services.
- xvii. Cost of spares/lubricants required for scheduled maintenance shall be borne by the Client and the parts (under warranty) required for unscheduled maintenance or breakdowns will be provided by the Service provider.
- xviii. Service provider is responsible to maintain sufficient stock of running spare parts for immediate replacement to avoid interruption in smooth/uninterrupted services.
- xix. Bank has the right to Contact OEM of the lift if Service provider fails to rectify the fault for prolonged



- outage.
- xx. Service provider will be responsible to troubleshoot and rectify the fault and replace any faulty part from its store at the earliest. Cost of card will be borne by the bank

5. Duty Hours and Schedule

- a) The following timings shall be followed:

Sr #	Type of Services	Time	Days
1	Technical Support Services including Troubleshooting, Inspections, Preventive and Corrective Services	08:30 AM to 06:00 PM	Monday to Saturday 6 days per week

- b) The above-mentioned timings may be changed as per Bank's instructions. Service provider shall follow the same pattern during the month of Ramadan or as may be directed by the Bank.
- c) If services are required beyond the mentioned hours & weekend, the Service Provider shall be reimbursed on pro rata basis according to quoted rates for relevant services.
- d) Service provider shall follow the general schedule given above for performing Services. However, the schedule shall not limit the Services performed by the Service provider, and the Service provider shall carry out such Services, as and when required immediately to keep the equipment covered under this contract in good running condition. Service provider shall also follow the instructions of Bank's engineer-in-charge and carry out all repairing / maintenance work as and when required / pointed out by the Bank's engineer-in-charge.
- e) Daily and periodic maintenance/checking for all lifts shall be carried out as per manufacturer's instructions and as per Electrical Handbook. Checklists and reports for the following work must be submitted to the Bank with their invoices:
- f) Service Provider's is responsible to provide on call Support services when required by the bank.

Daily Inspection Checklist

- Check manufacturer's instructions;
- Checking of Phase voltages.
- Checking of AC system.
- Checking of panel for start.
- Cleaning of lift cars.
- Cleaning of doors.
- Cleaning of sills.
- Cleaning of floor of lift cars
- Checking of lights and fans of lifts cars
- Checking of intercom.
- Checking of floor indicators.
- Checking of call buttons
- Checking of door functioning.
- To Maintain log sheets and checklists.
- Checking of all safeties (Speed Governor, Safety switches, Landing door, Car roof, door drive contacts, Buffer spring at pits, and counter weights).
- Checking of electrical, electronic, mechanical and civil installations and report immediately to the Bank's engineer-in-charge about any abnormal condition.

Weekly Inspection Checklist

- Check manufacturer's instructions;
- Checking of Ampere load and phase voltages.
- Checking of doors of lifts for any roll back or out of level condition.
- Cleaning and oiling of door mechanism, door roller.
- Checking of oil cups for lubrication.
- Checking of oil level for lubrication of gears.
- Checking for corrosion.



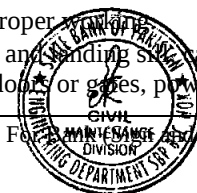
- Checking of all safeties (Speed Governor, Safety switches, Landing door, Car roof, door drive contacts, Buffer spring at pits, counterweights).
- Checking of easy and smooth running of door panel.
- Checking of door mechanism including checking of rollers, up-thrust interlock, unlocking device, motor inspection, door control box.
- Visual checking of parts installed in lifts machine rooms.
- Cleaning of machine room.
- Cleaning of pits and removal of trash.
- Checking of relay contacts of control panel.
- Inspect hoist motor, oil level and its bearing check.
- Examine chain for free rotation with shaft.
- Dust blowing with blower.
- Observe working of brake. Inspect drum and shoe clearance, clean and lubricate pivot points.
- Observe working including tension sheave of speed governor and check electrical switches for proper working.
- Check all sensors and safeties for working. Test alarm bell and emergency stop switch.
- Checking of electrical, electronic, mechanical and civil installations and report immediately to Bank's engineer-in-charge about any abnormal condition.

Monthly Inspection Checklist

- Check manufacturer's instructions;
- Inspect, clean, lubricate, and properly adjust all roller guides, guide rails, guide shoes and rail oilers.
- Remove all dirt, dust, and oil from pits.
- Check the working of the emergency lights; replace as necessary.
- Solid State Components and Circuit Boards: Inspect printed circuit board and other solid state devices for cleanliness, condensation spots, evidence of heating and deterioration. Check and replace defective solid state devices.
- Inspect leveling activation. Clean and lubricate switches, vanes, and all other related parts. Adjust to obtain the proper leveling at all landings in both the UP and DOWN directions within ¼ inch above or below the landing sill.
- Checking and cleaning of door tracks.
- Checking and cleaning of landing door contacts.
- Checking of all safeties (Speed Governor, Safety switches, Landing door, Car roof, door drive contacts, buffer spring at pits, and counter weights).
- Checking of oil level in gear unit.
- Checking of hoisting motor.
- Checking of brake functioning.
- Checking of steel ropes.
- Cleaning and lubrication of speed governor.
- Checking of oil in lubrication cup and refilling of cups if required.
- Lubrication of chain links.
- Cleaning the control panels for dust with blower.
- Check the worm gear and thrust bearing and shaft for smooth working.
- Check the floor selector, door controller, door roller, controller and motor.
- Inspect, clean, lubricate and manually activate safety mechanisms.

Semi – Annually Inspection Checklist

- Check manufacturer's instructions;
- Inspect, clean, lubricate and manually activate safety mechanisms.
- Completely dismantle brake assembly, clean, and inspect for wear. Replace defective parts required for proper working. Where brake shoes are asbestos-containing, check for dust, and practice appropriate cleanup and maintenance precautions. Lubricate bearing, pins, and pivot points.
- Thoroughly clean controller with blower or vacuum. Inspect and check the working of switches, relays, timers, capacitors, resistors, contacts, overloads, wiring, connections, fuses and overload settings. Check for zone control, and load by-pass door failure time. Check programming up peak, down peak, off peak, off hours. Replace worn or defective parts and adjust controller for proper working.
- Clean, inspect, and lubricate all door working mechanisms; including but not limited to rollers, up thrusts, interlocks, clutches, self-closer and sills. Replace worn or defective parts, repair and adjust door mechanisms as required for proper working.
- Clean rails, beams, and all related iron work in hoist way. Dust hoist way walls. Clean top, bottom, and sides of car. Clean counterweight and pit area.
- Check oil level and working of switches. Add oil or adjust switches as necessary for proper working.
- Checking of door reopening devices, stop switches, working control devices, car floor and landing sill, car lighting, car emergency signal, car door or gate, door closing force, power closing of door or gates, power



opening of doors or gates, car vision panels and glass car doors, car enclosure, emergency exit, ventilation, signs and working device symbols, rated load, platform area, and data plate, standby power activation, restricted opening of car or hoist way doors and car ride.

- Checking of rope fastenings, terminal stopping devices, slack rope devices, governor, over speed switch & seal and car & counterweight safeties.
- Checking car leveling devices; top emergency exit; counterweight safeties, traveling cables and junction boxes, door and gate equipment, governor rope, compensating ropes and chains.
- Checking car platform guard, hoist way doors, vision panels, hoist way door locking devices, access to hoist way, power closing of hoist way doors, sequence working, elevator parking devices, emergency doors blind hoist ways, and standby power selection switch.
- Checking Pit access, lighting, stop switch, counterweight buffer and final terminal stopping devices, normal terminal stopping devices, traveling cables, governor-rope tension devices, compensating chains, ropes, and sheaves, car frame and platform, and car safeties and guiding members.
- Checking of brakes and brake torque.
- Checking and observation of slip of ropes and condition.
- Checking all safeties (Speed Governor, Safety switches, Landing door, Car roof, door drive contacts, buffer spring at pits, counter weights).

Annual Inspection Checklist

- Checking standby power working.
- Check and torque all connections to correct specifications, and check and lubricate cooling fan); check primary and secondary voltages phase to phase and phase to ground and ampere load;
- Checking traction sheaves; terminal stopping devices & switches, slack rope devices; governor, over speed switch, and seal; and counterweight and car safeties.
- Drill for working of elevators under fire and other emergency conditions.
- Testing of the working of the electrically released brake by manually activation the other safety devices and observing.
- Testing speed governor safety by manually activating the trip mechanism.



DRAWINGS



Contractor's Representative and Key Personnel

MINIMUM MANDATORY STAFF: The Contractor shall arrange all requisite resources for timely completion of project as per provisions given in the Bidding Documents.

Following is the list of Minimum Mandatory Staff Requirement & Equipment to be deployed at site by the Contractor as and when required by the Engineer till completion of the Project. In case Contractor fails to deploy any of the following personnel, the Engineer will deduct the amount mentioned at column (E) for the respective personnel. However, the deduction of the amount does not relieve the Contractor to deploy the minimum staff at site and shall not prejudice Engineer / Employer from any other remedy defined in the Contract.

<i>Designation</i>	<i>Nos.</i>	<i>Minimum Qualification</i>	<i>Min. Relevant Working Experience</i>	<i>Minimum Amount to be deducted per month per person in case the personnel is not deployed at site (Rs.)</i>
<i>(A)</i>	<i>(B)</i>	<i>(C)</i>	<i>(D)</i>	<i>(E)</i>
Site Supervisors (Mechanical)	01	DAE Mechanical/ B-Tech	08 years	120,000/-

Authorized Signature and official Seal: _____

Name: _____

Date: _____



SECTION VI – STANDARD FORMS



Form T1 – Bidder Information Form

[The Bidder shall fill in this Form in accordance with the instructions indicated below. No alterations to its format shall be permitted and no substitutions shall be accepted.]

IFB No: ED/PROC-HOK/147103/2024/229

Title: REPLACEMENT OF THREE PASSENGER LIFTS INSTALLED AT MAIN BANK BUILDING SBP HEAD OFFICE KARACHI

Bidder:

1. Bidder's Name <i>[insert Bidder's legal name]</i>
2. Bidder's actual or intended country of registration: <i>[insert actual or intended country of registration]</i>
3. Bidder's year of registration: <i>[insert Bidder's year of registration]</i>
4. Bidder's Address in country of registration: <i>[insert Bidder's legal address in country of registration]</i>
5. Bidder's Authorized Representative Information Name: <i>[insert Authorized Representative's name]</i> Address: <i>[insert Authorized Representative's Address]</i> Telephone/Fax numbers: <i>[insert Authorized Representative's telephone/fax numbers]</i> Email Address: <i>[insert Authorized Representative's email address]</i>
6. Attached are copies of original documents of <i>[check the box(es) of the attached documents]</i> ☐ Articles of Incorporation (or equivalent documents of constitution or association), and/or documents of registration of the legal entity named above. ☐ Establishing that the Bidder is not under the supervision of the Procuring Agency 7. Included are the organizational chart, a list of Board of Directors, and the beneficial ownership.



Form T2 - Declaration for Ultimate Beneficial Owners Information**(Applicable for Procurement of Rs. 50 M or Above)**

IFB No: ED/PROC-HOK/147103/2024/229

Title: REPLACEMENT OF THREE PASSENGER LIFTS INSTALLED AT MAIN BANK BUILDING SBP HEAD OFFICE KARACHI

Bidder: _____

Declaration of Ultimate Beneficial Owners Information for Public Procurement Contracts

1. Name:
2. Father's Name/Spouse's Name:
3. CNIC/NICOP/Passport no:
4. Nationality:
5. Residential address:
6. Email address:
7. Date on which shareholding, control or interest acquired in the business:
8. In case of indirect shareholding, control or interest being exercised through intermediary companies, entities or other legal persons or legal arrangements in the chain of ownership or control, following additional particulars to be provided:

1	2	3	4	5	6	7	8	9	10
Name	Legal form (Company/Limited Liability Partnership/Association of Persons/Single Member Company/ Partnership Firm/ Trust/Any other individual, body corporate (to be specified))	Date of incorporation/ registration	Name of registering authority	Business Address	Country	Email address	Percentage of shareholding, control or interest of BO in the legal person or legal arrangement	Percentage of shareholding, control or interest of legal person or legal arrangement in the Company	Identity of Natural Person who ultimately owns or controls the legal person or arrangement



9. Information about the Board of Directors (details shall be provided regarding number of shares in the capital of the company as set opposite respective names).

1	2	3	4	5	6	7	8
Name and surname (InBlock Letters)	CNIC No. (in case of foreigner ,Passport No)	Father's/ Husband's Name in full	Current Nationality	Any other Nationality (ies)	Occupation	Residential address in full or the registered/ principal office address for a subscriber other than natural person	Number of shares taken by each subscriber (in figures and words)
Total number of shares taken (in figures and words)							

10. Any other information incidental to or relevant to Beneficial Owner(s).

Name & signature
(Person authorized to issue notice on behalf of the company)

Seal & Signature of Bidder: _____

Date: _____



Form T3 – Letter of Bid (Technical Proposal)**Date of this Bid submission:** -----**IFB No.:** ED/PROC-HOK/147103/2024/229**Title of Procurement:** REPLACEMENT OF THREE PASSENGER LIFTS INSTALLED AT MAIN BANK BUILDING SBP HEAD OFFICE KARACHI

To: SBP Banking Service Corporation – Engg HOK

We, the undersigned Bidder, hereby submit our Bid, in two parts, namely:

- (a) The Technical Proposal, and
- (b) The Financial Proposal.

In submitting our Bid we make the following declarations:

- (a) **No reservations:** We have examined and have no reservations to the bidding document, including addenda issued in accordance with Instructions to Bidders (ITB 9);
- (b) **Eligibility:** We meet the eligibility requirements and have no conflict of interest in accordance with ITB 3;
- (c) **Bid/Proposal-Securing Declaration:** We have not been suspended nor declared ineligible by the Procuring Agency based on execution of a Bid Securing Declaration or Proposal Securing Declaration in the Procuring Agency's country in accordance with ITB 4;
- (d) **Conformity:** We offer to supply in conformity with the bidding document and in accordance with the Delivery Schedules specified in the Schedule of Requirements;
- (e) **Bid Validity Period:** Our Bid shall be valid for the period specified in **BDS 17.1** (as amended, if applicable) from the date fixed for the Bid submission deadline specified in **BDS 23.1** (as amended, if applicable), and it shall remain binding upon us, and may be accepted at any time before the expiration of that period;
- (f) **Performance Security:** If our Bid is accepted, we commit to obtain a performance security in accordance with the bidding document;
- (g) **One Bid per Bidder:** We are not submitting any other Bid(s) as an individual Bidder, and we are not participating in any other bid(s) as a Joint Venture member or as a subcontractor, and meet the requirements, other than Alternative Bids submitted in accordance with **ITB 19**;
- (h) **Suspension and Debarment:** We, along with any of our subcontractors, suppliers, consultants, manufacturers, or service providers for any part of the contract, are not subject to, and not controlled by any entity or individual that is subject to, a temporary suspension or a debarment imposed by the Procuring Agency. Further, we are not ineligible under Pakistan laws;
- (i) **State-owned enterprise or institution:** *[select the appropriate option and delete the other]* *[We are not a state-owned enterprise or institution]* / *[We are a state-owned enterprise or institution but meet the requirements of]*; _____
- (j) **Binding Contract:** We understand that this Bid, together with your written acceptance thereof included in your Letter of Acceptance, shall constitute a binding contract between us, until a formal contract is prepared and executed;
- (k) **Not Bound to Accept:** We understand that you are not bound to accept the Most Advantageous Bid or any other Bid that you may receive; and
- (l) **Fraud and Corruption:** We hereby certify that we have taken steps to ensure that no person acting for us, or on our behalf, engages in any type of Fraud and Corruption.

Name of the Bidder: [_____]**Name of the person duly authorized to sign the Bid on behalf of the Bidder:** [_____]**Title of the person signing the Bid:** [_____]**Signature of the person named above:** [_____]**Date signed** [_____] **day of** [_____] , [_____] 

Form T4 – Undertaking

[Required on non-judicial stamp paper Rs. 100, No alterations to its format shall be permitted and no substitutions shall be accepted.]

IFB No: ED/PROC-HOK/147103/2024/229/Tender No

Title: REPLACEMENT OF THREE PASSENGER LIFTS INSTALLED AT MAIN BANK
BUILDING SBP HEAD OFFICE KARACHI

Bidder:

UNDERTAKING

1. I/We hereby confirm and declare that I/We, [the Bidder], has/have not been declared in-eligible or debarred, blacklisted/sanctioned by any Federal or Provincial Government Department, National Counter Terrorism Authority (NACTA), Agency, Organization or Autonomous Body anywhere in Pakistan or fraudulent practices, or no failure to perform with SBP.
2. That I / We have not been convicted, by a final judgment of a Court of Law or relevant Professional Statuary Body, of any offence involving professional conduct;
3. That I / We have obtained all information regarding all applicable Taxes and conform the requirements thereof at my / our own responsibility and have included the same in the quoted Bid Price. The quoted Bid Price also includes the cost of accepting the general risks / liabilities and obligations set forth or implied in the Contract. I / We understand and agree that the Employer will entertain no claim at any later stage on this account
4. That I / We have visited and examined the Site of Works and its surroundings and have obtained all information which is necessary for preparing the bid and entering into a Contract. I / We understand and agree that the Employer will entertain no claim at any later stage on this account.
5. That payments in favor of the bidder is never 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;
6. No legal proceedings have been instituted against us involving an order suspending payments and which has resulted, in accordance with the national laws, in a declaration of bankruptcy or in any other situation entailing the total or partial loss of the right to administer and dispose of the property;
7. I/We, M/s -----, understand and agree unconditionally that in case I/We, M/s fail to abide by the above undertaking or any of terms of the Contract, the Client/ SBP BSC shall be at liberty to terminate the Contract without prejudice to any other rights / remedy available in the Contract.



Form T5.1 – Manufacturer’s Authorization Form

*[The Bidder shall require the Manufacturer to fill in this Form in accordance with the instructions indicated. This letter of authorization should be on the letterhead of the Manufacturer and should be signed by a person with the proper authority to sign documents that are binding on the Manufacturer. The Bidder shall include it in its Bid, if so indicated in the **BDS**.]*

IFB No: ED/PROC-HOK/147103/2024/229

Title: REPLACEMENT OF THREE PASSENGER LIFTS INSTALLED AT MAIN BANK BUILDING SBP HEAD OFFICE KARACHI

Bidder:

To: [SBP Banking Service Corporation – Engg HOK]

Dear Sir,

WHEREAS [name of the Manufacturer] who is/are established and reputable manufacturers of [name and/or description of the goods] having factories at [address of factory] do hereby authorize [name and address of Agent] to submit a bid, and subsequently sign the Contract with you against IFB No. ED/PROC-HOK/147103/2024/229 for the goods manufactured by us as mentioned in the bidding documents.

We hereby extend our full guarantee and warranty as per clause 13 of the General Conditions of Contract for the supplies / goods offered for supply by the above firm against this Invitation for Bids. The Quoted model / product i.e. [Model number of the lift] is the latest model offered by us. The control system of the quoted lifts has provision for integration with the Destination Dispatch System (DDS). Furthermore, the quoted lifts model is not on End of Support notice including electronic and mechanical spare parts. This is to confirm that all the spare parts shall remain available for the next 15 (fifteen) years from the date of Bid submission.

We also hereby confirm that our agent M/s [Name of the Agent] have necessary expertise and experience to carry out installation, commissioning & safety checks of the system prior to & after energization. We confirm support services to our agent for the warranty period (i.e. 24 months) and Service Level Agreement (SLA) period as stated in the Contract agreement.

[signature for and on behalf of Manufacturer]

Note: This above-mentioned letter shall be provided on the letterhead of the Original Equipment Manufacturer (OEM) and signed by the authorized person of the OEM.

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

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

Title: [insert title]

Dated on _____ day of _____, _____ [insert date of signing]



Form T5.2 – Distributor’s Authorization Form
(NOT Applicable)

[The Bidder shall require the Distributor to fill in this Form in accordance with the instructions indicated. This letter of authorization should be on the letterhead of the Distributor and should be signed by a person with the proper authority to sign documents that are binding on the Distributor.]

IFB No: ED/PROC-HOK/147103/2024/229

Title: REPLACEMENT OF THREE PASSENGER LIFTS INSTALLED AT MAIN BANK BUILDING SBP HEAD OFFICE KARACHI

Bidder: _____

To: *[SBP Banking Service Corporation – Engg HOK]*

WHEREAS

We *[insert complete name of official Distributor]*, who are official Distributor of *[insert type of goods manufactured]*, having Distributor / office at *[insert full address of Distributor]*, do hereby authorize *[insert complete name of Bidder]* to submit a Bid the purpose of which is to provide the following Goods, manufactured by _____ *[insert name and or brief description of the Goods]*, and to subsequently negotiate and sign the Contract.

We hereby extend our full guarantee and warranty in accordance with Clause 18 of the General Conditions of Contract, with respect to the Goods offered by the above firm.

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

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

Title: *[insert title]*

Dated on _____ day of _____, _____ *[insert date of signing]*



Form T6 – Form of Bid Security

(Bank Guarantee)
(NOT APPLICABLE)

[The bank shall fill in this Bank Guarantee Form in accordance with the instructions indicated.]

[Guarantor letterhead or SWIFT identifier code]

Beneficiary: SBP Banking Service Corporation – Engg HOK

IFB No.: ED/PROC-HOK/147103/2024/229

Date: *[Insert date of issue]*

BID GUARANTEE No.: *[Insert guarantee reference number]*

Guarantor: *[Insert name and address of place of issue, unless indicated in the letterhead]*

We have been informed that _____ *[insert name of the Bidder, which in the case of a joint venture shall be the name of the joint venture (whether legally constituted or prospective) or the names of all members thereof]* (hereinafter called "the Applicant") has submitted or will submit to the Beneficiary its Bid (hereinafter called "the Bid") for the execution of REPLACEMENT OF THREE PASSENGER LIFTS INSTALLED AT MAIN BANK BUILDING SBP HEAD OFFICE KARACHI under Request for Bids No. ED/PROC-HOK/147103/2024/229 ("the RFB").

Furthermore, we understand that, according to the Beneficiary's conditions, Bids must be supported by a Bid guarantee.

At the request of the Applicant, we, as Guarantor, hereby irrevocably undertake to pay the Beneficiary any sum or sums not exceeding in total an amount of _____ (_____) upon receipt by us of the Beneficiary's complying demand, supported by the Beneficiary's statement, whether in the demand itself or a separate signed document accompanying or identifying the demand, stating that either the Applicant:

- (a) has withdrawn its Bid during the period of Bid validity set forth in the Applicant's Letter of Bid ("the Bid Validity Period"), or any extension thereto provided by the Applicant; or
- (b) having been notified of the acceptance of its Bid by the Beneficiary during the Bid Validity Period or any extension thereto provided by the Applicant, (i) has failed to sign the contract agreement, or (ii) has failed to furnish the performance security, in accordance with the Instructions to Bidders ("ITB") of the Beneficiary's bidding document.

This guarantee will expire: (a) if the Applicant is the successful Bidder, upon our receipt of copies of the Contract agreement signed by the Applicant and the performance security issued to the Beneficiary in relation to such Contract agreement; or (b) if the Applicant is not the successful Bidder, upon the earlier of (i) our receipt of a copy of the Beneficiary's notification to the Applicant of the results of the Bidding process; or (ii) twenty-eight days after the end of the Bid Validity Period.

Consequently, any demand for payment under this guarantee must be received by us at the office indicated above on or before that date.

[Signature(s)]

Note: All italicized text is for use in preparing this form and shall be deleted from the final product.



Form T7 – Form of Bid Securing Declaration**(NOT APPLICABLE)***The Bidder shall fill in this Form in accordance with the instructions indicated.]***Date:** [date (as day, month and year)]**IFB No.:** ED/PROC-HOK/147103/2024/229**Title:** REPLACEMENT OF THREE PASSENGER LIFTS INSTALLED AT MAIN BANK BUILDING SBP HEAD OFFICE KARACHI**To:** [SBP Banking Service Corporation – Engg HOK]

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:

- (a) have withdrawn our Bid during the period of Bid validity specified in the Letter of Bid; or
- (b) having been notified of the acceptance of our Bid by the Procuring Agency during the period of Bid validity, (i) fail or refuse to sign the Contract; or (ii) fail or refuse to furnish the Performance Security (or guarantee), if required, in accordance with the ITB.

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 days after the expiration of our Bid.

Name of the Bidder* _____

Name of the person duly authorized to sign the Bid on behalf of the Bidder** _____

Title of the person signing the Bid _____

Signature of the person named above _____

Date signed _____ day of _____, _____

*: In the case of the Bid submitted by joint venture specify the name of the Joint Venture as Bidder

**: Person signing the Bid shall have the power of attorney given by the Bidder attached to the Bid



Form T8 – S2 Form

		STATE BANK OF PAKISTAN BANKING SERVICES CORPORATION Supplier Bank Account (IBAN) Details Form				S-2		
1. For Office use:								
*Office/Deptt Supplier *Supplier Type				*Supplier No. *Liability A/C *Prepayment A/C			WHT Rate	
	New		Update					
2. Supplier Information								
*Supplier Name								
*Supplier NTN				CNIC No.				
Supplier Address								
					Supplier City			
Contact No.					Mobile			
E-mail Address					Fax No.			
3. Bank Account Information								
*Bank Name								
*IBAN (24 Characters)						*Supplier Stamp & Signature		
*Branch Type	Islamic		Commercial					
*Title of Account								
(For Office use only)								
Forwarded By		Verified By		Entered By (Supplier Mgt User)				
(Procurement Function)				Date				
Field marked with * are mandatory. Information without complete Bank Account Details (IBAN) & NTN/ CNIC will not be accepted. Any changes in Supplier's particulars should be conveyed immediately to SBP BSC. SBP BSC will not be responsible for credit into wrong account of supplier due to change in bank account details not conveyed to SBP BSC or delay in settlement of supplier's claims.								

FINANCIAL PROPOSAL

Price Schedule

----- REFER TO VOLUME-II OF THE BIDDING DOCUMENTS -----



PART-B

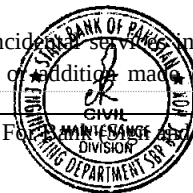
SECTION VII – GENERAL CONDITIONS OF THE CONTRACT



SECTION VII – GENERAL CONDITIONS OF THE CONTRACT**1. Definitions**

1.1. The following words and expressions shall have the meanings hereby assigned to them:

- a) **“Authority”** means Public Procurement Regulatory Authority.
- b) The **“Arbitrator”** is the person appointed with mutual consent of both the parties, to resolve contractual disputes as provided for in the General Conditions of the Contract **GCC Clause 31** hereunder.
- c) The **“Contract”** means the agreement entered into between the Procuring Agency and the Supplier, as recorded in the Contract Form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.
- d) The **“Commencement Date”** is the date when the Supplier shall commence execution of the contract as specified in the **SCC**.
- e) **“Completion”** means the fulfillment of the related services by the Supplier in accordance with the terms and conditions set forth in the contract.
- f) **“Country of Origin”** means the countries and territories eligible under the PPRA Rules 2004 and its corresponding Regulations as further elaborated in the **SCC**.
- g) The **“Contract Price”** is the price stated in the Letter of Acceptance and thereafter as adjusted in accordance with the provisions of the Contract.
- h) **“Defective Goods”** are those goods which are below standards, requirements or specifications stated by the Contract.
- i) **“Delivery”** means the transfer of the goods from the supplier equipment, machinery, and /or other materials which the Supplier is required to supply to the Procuring Agency under Contract.
- j) **“Effective Contract date”** is the date shown in the Certificate of Contract Commencement issued by the Procuring Agency upon fulfillment of the conditions precedent stipulated in **GCC Clause 3**.
- k) **“Procuring Agency”** means the person named as Procuring Agency in the **SCC** and the legal successors in title to this person, procuring the Goods and related service, as named in **SCC**.
- l) **“Related Services”** means those services ancillary to the delivery of the Goods, such as transportation and insurance, and any other incidental services, such as installation, commissioning, provision of technical assistance, training, initial maintenance and other such obligations of the Supplier covered under the Contract.
- m) **“GCC”** means the General Conditions of Contract contained in this section.
- n) **“Intended Delivery Date”** is the date on which it is intended that the Supplier shall effect delivery as specified in the **SCC**.
- o) **“SCC”** means the Special Conditions of Contract.
- p) **“Supplier”** means the individual private or government entity or a combination of the above whose Bid to perform the contract has been accepted by the Procuring Agency and is named as such in the Contract Agreement, and includes the legal successors or permitted assigns of the supplier and shall be named in the **SCC**.
- q) **“Project Name”** means the name of the project stated in **SCC**.
- r) **“Day”** means calendar day.
- s) **“Eligible Country”** means the countries and territories eligible for participation in accordance with the policies of the Federal Government.
- t) **“End User”** means the organization(s) where the goods will be used, as named in the **SCC**.
- u) **“Origin”** means the place where the Goods were mined, grown, or produced or from which the Services are supplied. Goods are produced when, through manufacturing, processing, or substantial and major assembly of components, a commercially recognized new produce results that is substantially different in basic characteristics or in purpose or utility from its components.
- v) **“Force Majeure”** means an unforeseeable event which is beyond reasonable control of either Party and which makes a Party’s performance of its obligations under the Contract impossible or so impractical as to be considered impossible under the circumstances.
For the purposes of this Contract, **“Force Majeure”** means an event which is beyond the reasonable control of a Party, is not foreseeable, is unavoidable, and its origin is not due to negligence or lack of care on the part of a Party, and which makes a Party’s performance of its obligations hereunder impossible or so impractical as reasonably to be considered impossible in the circumstances. and includes, but is not limited to, war, riots, civil disorder, earthquake, fire, explosion, storm, flood, epidemics, or other adverse weather conditions, strikes, lockouts or other industrial action (except where such strikes, lockouts or other industrial action are within the power of the Party invoking Force Majeure to prevent), confiscation or any other action by Government agencies.
- w) **“Specification”** means the Specification of the Goods and performance of incidental services in accordance with the relevant standards included in the Contract and any modification or addition made or approved



	x)	by the Procuring Agency. The Supplier's Bid is the completed Bid document submitted by the Supplier to the Procuring Agency.
2.Application and Interpretation	2.1	These General Conditions shall apply to the extent that they are not superseded by provisions of other parts of the Contract.
	2.2	In interpreting these Conditions of Contract headings and marginal notes are used for convenience only and shall not affect their interpretations unless specifically stated; references to singular include the plural and vice versa; and masculine include the feminine. Words have their ordinary meaning under the language of the Contract unless specifically defined.
	2.3	The documents forming the Contract shall be interpreted in the following order of priority: (1) Form of Contract, (2) Special Conditions of Contract, (3) General Conditions of Contract, (4) Letter of Acceptance, (5) Certificate of Contract Commencement (6) Specifications (7) Contractor's Bid, and (8) Any other document listed in the Special Conditions of Contract as forming part of the Contract.
3.Conditions Precedent	3.1	Having signed the Contract, it shall come into effect on the date on which the following conditions have been satisfied: - a) Submission of performance Security (or guarantee) in the form specified in the SCC; b) Furnishing of Advance Payment Unconditional Guarantee.
	3.2	If the Condition precedent stipulated on GCC Clause 3.1 is not met by the date specified in the SCC this contract shall not come into effect;
	3.3	If the Procuring Agency is satisfied that each of the conditions precedent in this contract has been satisfied (except to the extent waved by him, but subject to such conditions as he shall impose in respect of such waiver) he shall promptly issue to the supplier a certificate of Contract commencement, which shall confirm the start date.
4. Governing Language	4.1	The Contract as all correspondence and documents relating to the contract exchanged by the Supplier and the Procuring Agency shall be written in the language specified in SCC. Subject to GCC Clause 3.1 , the version of the Contract written in the specified language shall govern its interpretation.
5. Applicable Law	5.1	The contract shall be governed and interpreted in accordance with the laws of Pakistan, unless otherwise specified in SCC.
6. Country of Origin	6.1	The origin of Goods and Services may be distinct from the nationality of the Supplier.
7. Standards	b.	The Goods supplied under this Contract shall conform to the standards mentioned in the Technical Specifications, and, when no applicable standard is mentioned, the American Standards (such as ACI, IEEE, ASME, etc.) or the Pakistani standards such as PSQCA such standards shall be the latest issued by the concerned institution.
8. Use of Contract Documents and Information; Inspection and Audit by Government of Pakistan	8.1	The Supplier shall not, without the Procuring Agency's prior written consent, disclose the Contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the Procuring Agency in connection therewith, to any person other than a person employed by the Supplier in the performance of the Contract. Disclosure to any such employed person shall be made in confidence and shall extend only as far as may be necessary for purposes of such performance.
	8.2	The Supplier shall not, without the Procuring Agency's prior written consent, make use of any document or information enumerated in GCC Clause 7.1 except for purposes of performing the Contract.
	8.3	Any document, other than the Contract itself, enumerated in GCC Clause 7.1 shall remain the property of the Procuring Agency and shall be returned (all copies) to the Procuring Agency on completion of the Supplier's performance under the Contract if so required by the Procuring Agency.
	8.4	The Supplier shall permit the Government of Pakistan or / and donor agencies involved in financing the project to inspect the Supplier's accounts and records relating to the performance of the Supplier and to have them audited by auditors appointed by the Government of Pakistan or / and the appropriate donor agencies, if so required by the Government of Pakistan or / and the appropriate donor agencies.
9. Patents and Copy Rights	9.1	The Supplier shall indemnify the Procuring Agency against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the Goods or any part thereof in Pakistan.
	9.2	The patent right in all drawings, documents, and other materials containing data and information furnished to the Procuring Agency by the Supplier herein shall remain vested in the supplier, or, if they are furnished to the Procuring Agency directly, or through the Supplier by any third party, including suppliers of materials, the patent right in such materials shall remain vested in such third party.



10. Performance Security (or Guarantee)	10.1	The Performance Security (or Guarantee) shall be provided to the Procuring Agency no later than the date specified in the Letter of Acceptance and shall be issued in an amount and form and by a bank or surety acceptable to the Procuring Agency, and denominated in the types and proportions of the currencies in which the Contract Price is payable as specified in the SCC.
	10.2	The proceeds of the Performance Security (or 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.
	10.3	The Performance Security (or Guarantee) shall be in one of the following forms - A bank guarantee, an irrevocable letter of credit issued by a reputable bank, or in the form provided in the Bidding Documents or another form acceptable to the Procuring Agency; or - A cashier's or certified check.
	10.4	The performance security (or 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.
11. Inspection and Testing	11.1	The Procuring Agency or its representative shall have the right to inspect and /or to test the Goods to confirm their conformity to the Contract specifications at no extra cost to the Procuring Agency. SCC and the Technical Specifications shall specify what inspections and tests the Procuring Agency shall notify the Supplier in writing or in electronic forms that provide record of the content of communication, in a timely manner, of the identity of any representatives retained for these purposes.
	11.2	The inspections and tests may be conducted on the premises of the Supplier or its subcontractor(s), at point of delivery, and/or at the Goods' final destination. If conducted on the premises of the Supplier or its subcontractor(s), all reasonable facilities and assistance, including access to drawings and production data, shall be furnished to the inspectors at no charge to the Procuring Agency.
	11.3	Should any inspected or tested Goods fail to conform to the Specifications, the Procuring Agency may reject the Goods, and the Supplier shall replace the rejected Goods to meet specification requirements free of cost to the Procuring Agency.
	11.4	The Procuring Agency's right to inspect, test and, where necessary, reject Goods after the Goods' arrival in the Procuring Agency's country shall in no way be limited or eared by reason of the Goods having previously been inspected, tested, and passed by the Procuring Agency or its representative prior to the Goods' shipment from the country of origin.
	11.5	Nothing in GCC Clause 10 shall in any way release the supplier from any warranty or other obligations under this Contract.
12. Packing	12.1	The supplier shall provide such packing of the Goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the Contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packing case size and weights shall take into consideration, where appropriate, the remoteness of the Goods final destination and the absence of heavy handling facilities at all points in transit.
	12.2	The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the Contract, including additional requirements, if any, specified in SCC, and in any subsequent instructions ordered by the Procuring Agency.
13. Delivery and Documents	13.1	Delivery of the Goods shall be made by the Supplier in accordance with the terms specified in the Schedule of Requirements. The details of shipping and or other documents to be furnished by the Supplier as specified in SCC.
	13.2	For purposes of the Contract, "EXW", "FOB", "FCA", "CIF", "CIP," and other trade terms used to describe the obligations of the parties shall have the meanings assigned to them by the current edition of INCOTERMS published by the International Chamber of Commerce, Paris.
	13.3	Documents to be submitted by the Supplier are specified in SCC.
14. Insurance	14.1	The Goods supplied under the Contract shall be fully insured in a freely convertible currency against loss or damage incidental to manufacture or acquisition, transportation, storage, and delivery in the manner specified in the SCC.
15. Transportation	15.1	Where the Supplier is required under Contract to deliver the Goods FOB, transport of the Goods, up to and including the point of putting the Goods on board the vessel at the specified port of loading, shall be arranged and paid for by the Supplier, and the cost thereof shall be included in the Contract Price. Where the Supplier is required under the Contract to deliver the Goods FCA, transport of the Goods and delivery into the custody of the carrier at the place named by the Procuring Agency or other agreed point shall be arranged and paid for by the Supplier, and the cost thereof shall be included in the Contract Price.
	15.2	Where the Supplier is required under Contract to deliver the Goods CIF or CIP, transport of the Goods to the port of destination or such other named place of destination in Pakistan, as shall be specified in the Contract, shall be arranged and paid for by the Supplier, and the cost thereof shall be included in the Contract Price
	15.3	Where the Supplier is required under the Contract to transport the Goods to a specified place of destination within Pakistan, defined as the Project Site, transport to such place of destination in Pakistan,



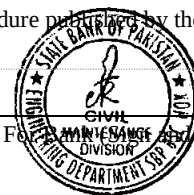
		including insurance and storage, as shall be specified in the Contract, shall be arranged by the Supplier, and related costs shall be included in the Contract Price.
16. Related Services	16.1	The Supplier may be required to provide any or all of the following services, including additional services, if any, specified in SCC: - Performance or supervision of on-site assembly, Installation Commissioning and/or start-up of the supplied Goods; - Furnishing of tools required for assembly and/or maintenance of the supplied Goods; - Furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied Goods; - Performance or supervision or maintenance and/or repair of the supplied Goods, for a period of time agreed by the parties, provided that this service shall not relieve the Supplier of any warranty obligations under this Contract; and - Training of the Procuring Agency's personnel, at the Supplier's plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied Goods.
	16.2	Prices charged by the Supplier for related services, if not included in the Contract Price for the Goods, shall be agreed upon in advance by the parties and shall not exceed the prevailing rates charged to other parties by the Supplier for similar services.
17. Spare Parts	17.1	As specified in SCC, the Supplier may be required to provide any or all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the Supplier: - Such spare parts as the Procuring Agency may elect to purchase from the Supplier, provided that this election shall not relieve the Supplier of any warranty obligations under the Contract; and - In the event of termination of production of the spare parts: - advance notification to the Procuring Agency of the pending termination, in sufficient time to permit the Procuring Agency to procure needed requirements; and - following such termination, furnishing at no cost to the Procuring Agency, the blueprints, drawings, and specifications of the spare parts, if requested.
	17.2	
18. Warranty / Defect Liability Period	18.1	The Supplier warrants that the Goods supplied under the Contract are new, unused, of the most recent or current models and that they incorporate all recent improvements in design and materials unless provided otherwise in the Contract. The Supplier further warrants that all Goods supplied under this Contract shall have no defect, arising from design, materials, or workmanship (except when the design and/or material is required by the Procuring Agency, specifications) or from any act or omission of the Supplier, that may develop under normal use of the supplied Goods in the conditions prevailing in Pakistan.
	18.2	This warranty shall remain valid for a period specified in the SCC after the Goods, or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the Contract, or for a period specified in the SCC after the date of shipment from the port or place of loading in the source country, whichever period concludes earlier, unless specified otherwise in SCC.
	18.3	The Procuring Agency shall promptly notify the Supplier in writing or in electronic forms that provide record of the content of communication of any claims arising under this warranty.
	18.4	Upon receipt of such notice, the Supplier shall, within the period specified in SCC and with all reasonable speed, repair or replace the defective Goods or parts thereof, without costs to the Procuring Agency other than, where applicable, the cost of inland delivery of the repaired or replaced Goods or parts from EXW or the port or place of entry to entry to the final destination.
	18.5	If the Supplier, having been notified, fails to remedy the defect(s) within the period specified in SCC, the Procuring Agency may proceed to take such remedial action as may be necessary, at the Supplier's risk and expense and without prejudice to any other rights which the Procuring Agency may have against the Supplier under the Contract.
	18.6	
19. Payment	19.1	The method and conditions of payment to be made to the Supplier under this Contract shall be specified in SCC.
	19.2	The Supplier's request(s) for payment shall be made to the Procuring Agency in writing or in electronic forms that provide record of the content of communication, accompanied by an invoice describing, as appropriate, the Goods delivered and Services performed, and by documents submitted pursuant to GCC Clause 13 , and upon fulfillment of other obligations stipulated in the Contract.
	19.3	Payments shall be made promptly by the Procuring Agency, within sixty (60) days after submission of an invoice or claim by the Supplier. If the Procuring Agency makes a late payment, the Supplier shall be paid interest on the late payment. Interest shall be calculated from the date by which the payment should have been made up to the date when the late payment is made at the rate as specified in the SCC.
	19.4	The currency or currencies in which payment is made to the Supplier under this Contract shall be specified in SCC subject to the following general principle: payment will be made in the currency or currencies in which the payment has been requested in the Supplier's Bid.
	19.5	All payments shall be made in the currency or currencies specified in the SCC pursuant to GCC Clause



		19.4
20. Prices	20.1	The contract price shall be as specified in the Contract Agreement Subject to any additions and adjustments thereto or deductions there from, as may be made pursuant to the Contract.
	20.2	Prices charged by the Supplier for Goods delivered and Services performed under the Contract shall not vary from the prices quoted by the Supplier in its Bid, with the exception of any price adjustments authorized in SCC or in the Procuring Agency's request for Bid Validity extension, as the case may be.
21. Change Orders	21.1	The Procuring Agency may at any time, by a written order given to the Supplier pursuant to GCC Clause 22 , make changes within the general scope of the Contract in any one or more of the following: - Drawings, designs, or specifications, where Goods to be furnished under the Contract are to be specifically manufactured for the Procuring Agency; - The method of shipment or packing; - The place of delivery; and/or - The Services to be provided by the Supplier.
	21.2	If any such change causes an increase or decrease in the cost of, or the time required for, the Supplier's performance of any provisions under the Contract an equitable adjustment shall be made in the Contract Price or delivery schedule, or both, and the Contract shall accordingly be amended. Any claims by the Supplier for adjustment under this clause must be asserted within thirty (30) days from the date of the Supplier's receipt of the Procuring Agency change order.
	21.3	Prices to be charged by the supplier for any related services that might be needed but which were not included in the Contract shall be agreed upon in advance by the Parties and shall not exceed the prevailing rates charged to other parties by the Supplier for similar services
22. Contract Amendments	22.1	Subject to GCC Clause 20 , no variation in or modification of the terms of the Contract shall be made except by written amendment signed by the parties.
23. Assignment	23.1	Neither the Procuring Agency nor the Supplier shall assign, in whole or in part, obligations under this Contract, except with the prior written consent of the other party.
24. Sub-Contracts	24.1	The Supplier shall consult the Procuring Agency in the event of subcontracting under this contract if not already specified in the Bid. Subcontracting shall not alter the Supplier's obligations.
	24.2	Subcontracts must comply with the provision of GCC Clause 5.
25. Delays in the Supplier's Performance	25.1	Delivery of the Goods and performance of Services shall be made by the Supplier in accordance with the time schedule prescribed by the Procuring Agency in the Schedule of Requirements.
	25.2	If at any time during performance of the Contract, the Supplier or its subcontractor(s) should encounter conditions impeding timely delivery of the Goods and performance of Services, the Supplier shall promptly notify the Procuring Agency in writing or in electronic forms that provide record of the content of communication of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the Supplier's notice, the Procuring Agency shall evaluate the situation and may at its discretion extend the Supplier's time for performance, with or without liquidated damages, in which case the extension shall be ratified by the parties by amendment of Contract.
	25.3	Except as provided under GCC Clause 28 , a delay by the Supplier in the performance of its delivery obligations shall render the Supplier liable to the imposition of liquidated damages pursuant to GCC Clause 26 , unless an extension of time is agreed upon pursuant to GCC Clause 25.2 without the application of liquidated damages.
26. Liquidated Damages	26.1	Subject to GCC Clause 28 , if the Supplier fails to deliver any or all of the Goods or to perform the Services within the period(s) specified in the Contract, the Procuring Agency shall, without prejudice to its other remedies under the Contract, deduct from the Contract Price, as liquidated damages, a sum equivalent to the percentage specified in SCC of the delivered price of the delayed Goods or unperformed Services for each week or part thereof of delay until actual delivery or performance, up to a maximum deduction of the performance security (or guarantee) specified in SCC. Once the said maximum is reached, the Procuring Agency may consider termination of the Contract pursuant to GCC Clause 27 .
27. Termination for Default	27.1	The Procuring Agency or the Supplier, without prejudice to any other remedy for breach of Contract, by written notice of default sent to the concerned party may terminate the Contract if the other party causes a fundamental breach of the Contract.
	27.2	Fundamental breaches of Contract shall include, but shall not be limited to the following: - the Supplier fails to deliver any or all of the Goods within the period(s) specified in the Contract, or within any extension thereof granted by the Procuring Agency pursuant to GCC Clause 24; or - the Supplier fails to perform any other obligation(s) under the Contract; - Supplier's failure to submit performance security (or guarantee) within the time stipulated in the SCC; - the supplier has abandoned or repudiated the contract. - the Procuring Agency or the Supplier is declared bankrupt or goes into liquidation other than for a reconstruction or amalgamation; - a payment is not paid by the Procuring Agency to the Supplier after 30 days from the due date for



		payment; g) the Procuring Agency gives Notice that goods delivered with a defect is a fundamental breach of Contract and the Supplier fails to correct it within a reasonable period of time determined by the Procuring Agency; and h) if the Procuring Agency determines, based on the reasonable evidence, that the Supplier has engaged in corrupt, coercive, collusive, obstructive or fraudulent practices, in competing for or in executing the Contract.
	27.3	For the purpose of this clause:
		“Corrupt and Fraudulent Practice” means the practices as described in Rule-2 (1) (f) of Public Procurement Rules-2004.
	27.4	In the event the Procuring Agency terminates the Contract in whole or in part, pursuant to GCC Clause 26.1 , the Procuring Agency may procure, upon such terms and in such manner as it deems appropriate, Goods or Services similar to those undelivered, and the Supplier shall be liable to the Procuring Agency for any excess costs for such similar Goods or Services. However, the Supplier shall continue performance of the Contract to the extent not terminated.
28. Termination for Force Majeure	28.1	Notwithstanding the provisions of GCC Clauses 25, 26 , and 27, neither Party shall have any liability or be deemed to be in breach of the Contract for any delay nor is other failure in performance of its obligations under the Contract, if such delay or failure is a result of an event of Force Majeure.
		For purpose of this clause, “Force Majeure” means an event which is beyond the reasonable control of a Party, is not foreseeable, is unavoidable, and its origin is not due to negligence or lack of care on the part of a Party, and which makes a Party’s performance of its obligations hereunder impossible or so impractical as reasonably to be considered impossible in the circumstances, and includes, but is not limited to, war, riots, civil disorder, earthquake, fire, explosion, storm, flood, epidemics, or other adverse weather conditions, strikes, lockouts or other industrial action (except where such strikes, lockouts or other industrial action are within the power of the Party invoking Force Majeure to prevent
	28.2	If a Party (hereinafter referred to as “the Affected Party”) is or will be prevented from performing its substantial obligation under the contract by Force Majeure, it shall give a Notice to the other Party giving full particulars of the event and circumstance of Force Majeure in writing or in electronic forms that provide record of the content of communication of such condition and the cause thereof. Unless otherwise directed by the Procuring Agency in writing or in electronic forms that provide record of the content of communication, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.
29. Termination for Insolvency	29.1	The Procuring Agency may at any time terminate the Contract by giving written notice to the Supplier if the Supplier becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the Supplier, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the Procuring Agency.
30. Termination for Convenience	30.1	The Procuring Agency, by written notice sent to the Supplier, may terminate the contract, in whole or in part, at any time for its convenience. The notice of termination shall specify that termination is for the Procuring Agency’s convenience, the Contract is terminated, and the date upon which such termination becomes effective.
	30.2	The Goods that are complete and ready for shipment within thirty (30) days after the Supplier’s receipt of notice of termination shall be accepted by the Procuring Agency at the Contract terms and price. For the remaining Goods, the Procuring Agency may elect:
		a) To have any portion completed and delivered at the Contract terms and prices; and / or
		b) To cancel the remainder and pay to the Supplier an agreed amount for partially completed Goods and Services and for materials and parts previously procured by the Supplier.
31. Disputes Resolutions	31.1	In the event of any dispute arising out of this contract, either party shall issue a notice of dispute to settle the dispute amicably. The parties hereto shall, within twenty-eight (28) days from the notice date, use their best efforts to settle the dispute amicably through mutual consultations and negotiation. Any unsolved dispute may be referred by either party to an arbitrator that shall be appointed by mutual consent of the both parties.
	31.2	After the dispute has been referred to the arbitrator, within 30 days, or within such other period as may be proposed by the Parties, the Arbitrator shall give its decision. The rendered decision shall be binding to the Parties.
32. Procedure for Disputes Resolutions	32.1	The arbitration shall be conducted in accordance with the arbitration procedure published by the Institution named and in the place shown in the SCC .
	32.2	The rate of the Arbitrator’s fee and administrative costs of arbitration shall be borne equally by the Parties. The rates and costs shall be in accordance with the rules of the Appointing Authority. In conducting arbitration to its finality each party shall bear its incurred costs and expenses.
	32.3	The arbitration shall be conducted in accordance with the arbitration procedure published by the institution named and in the place shown in the SCC .



33. Replacement of Arbitrator	33.1	Should the Arbitrator resign or die, or should the Procuring Agency and the Supplier agree that the Arbitrator is not functioning in accordance with the provisions of the contract, a new Arbitrator shall be appointed by mutual consent of the both parties.
34. Limitation of Liability	34.1	Except in cases of criminal negligence or willful conduct, and in the case of infringement pursuant to GCC Clause 8 , a) The supplier shall not be liable to the Procuring Agency, whether in contract, tort, or otherwise, for any indirect or consequential loss or damage, loss of use, loss of production, or loss of profits or interest costs, provided that this exclusion shall not apply to any obligation of the Supplier to pay liquidated damages to the Procuring Agency; and b) The aggregate liability of the Supplier to the Procuring Agency, whether under the Contract, in tort or otherwise, shall not exceed the total Contract Price, provided that this limitation shall not apply to the cost of repairing or replacing defective equipment or to any obligation of the Supplier to indemnify the Procuring Agency with respect to patent infringement.
35. Notices	35.1	Any notice given by one party to the other pursuant to this Contract shall be sent to the other party in writing or in electronic forms that provide record of the content of communication and confirmed in writing or in electronic forms that provide record of the content of communication to the other party's address specified in SCC .
	35.2	A notice shall be effective when delivered or on the notice's effective date, whichever is later.
36. Taxes and Duties	36.1	A foreign Supplier shall be entirely responsible for all taxes, stamp duties, license fees, and other such levies imposed outside Pakistan.
	36.2	If any tax exemptions, reductions, allowances or privileges may be available to the Supplier in Pakistan the Procuring Agency shall use its best efforts to enable the Supplier to benefit from any such tax savings to the maximum allowable extent.
	36.3	A local Supplier shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted Goods to the Procuring Agency.



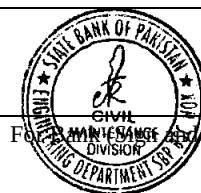
SECTION VIII: SPECIAL CONDITIONS OF THE CONTRACT (SCC)



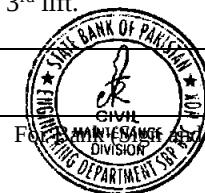
Special Conditions of Contract (SCC)

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

SCC Clause Number	GCC Clause Number	Amendments of, and Supplements to, Clauses in the GCC
		Definitions (GCC 1)
1.	1.1 (k)	The Procuring Agency is: SBP Banking Service Corporation – Engg HOK
2.	1.1(p)	The Supplier is named as such in the Contract Agreement.
3.	1.1(q)	The title of the subject procurement or The Project is: REPLACEMENT OF THREE PASSENGER LIFTS INSTALLED AT MAIN BANK BUILDING SBP HEAD OFFICE KARACHI
		Application and Interpretations
4.	2.3	The documents forming the Contract shall be interpreted in the following order of priority: (1) Form of Contract, (2) Special Conditions of Contract, (3) General Conditions of Contract, (4) Letter of Acceptance, (5) Certificate of Contract Commencement (6) Bill of Quantities (7) Drawings (8) Specifications (9) Instruction to Bidders and Bid Data Sheet (10) Addendum (11) Contractor's Bid.
		Governing Language (GCC 4)
5.	4.1	The Governing Language shall be: English / Urdu
		Applicable Law (GCC 5)
6.	5.1	The Applicable Law shall be: Laws of the Islamic Republic of Pakistan
		Performance Security (or guarantee) (GCC 10)
7.	10.1	10% of the Contract Price stated in Letter of Acceptance / Award in the form of Pay Order, Demand Draft, Deposit at Call or Bank Guarantee from any Schedule Bank registered in Pakistan. a. The Performance Guarantee (PG) would remain valid as follows: PG validity = Project Completion Time (540 days) + Defect Liability Period (730 days) + 60 days b. The Performance Guarantee would be released to the Contractor after issuance of Final Completion Certificate..
8.	10.4	a. The Performance Guarantee shall be in in the form of Pay Order / Demand Draft / unconditional Bank Guarantee enforceable in Pakistan as per Performance Guarantee form specified in the Bidding Documents. b. The Performance Guarantee shall be valid till successful completion of Defect Liability Period / Warranty Period and will be released after successful expiry of Defect Liability Period / Warranty Period.
		Delivery and Documents (GCC Clause 13)
9.	13.1	For Goods supplied from abroad: Not Applicable
10.	13.3	For Goods supplied from abroad: Not Applicable



11.	14.1	The Works Amount of Cover: The sum stated in Letter of Acceptance plus fifteen percent 15%. Contractor 's equipment Amount of Cover: Full replacement Cost Injury to Person and Damaged to Property including Third Party Insurance Amount of Cover: I) As per workmen compensation act II) Contractor's all Risk including Third party III) damages to the Structure, stores if supplied by the Bank
		Warranty / Defect Liability Period (GCC Clause 18)
12.	18.2	Warranty Period would be as under: 1st Lift = 730 days starting from issuance of Taking Over Certificate of 1st Lift 2nd Lift = 730 days starting from issuance of Taking Over Certificate of 2nd Lift 3rd Lift = 730 days starting from issuance of Taking Over Certificate of 3rd Lifts
13.	18.4 & 18.5	The period for correction of defects in the Warranty Period is 03 days.
		Payment (GCC Clause 19)
14.	19.1	a. Mobilization Advance: 1. Up to 15% to total Contract Price (excluding SLA if applicable) against bank guarantee from Scheduled Bank in Pakistan 2. This Advance shall be recovered @ 50% of the amount of work done from Interim Payment Certificates (IPC) and shall be fully recovered at least one month before scheduled completion time. The validity of Mobilization Advance Guarantee shall be valid for 60 days beyond the work completion period. Such Guarantee may be progressively reduced to the balance amount of Mobilization Advance indicated in Interim Payment Certificates of the Engineer issued in accordance with this Clause after receipt and verification of the revised guarantee not less than the due amount of mobilization advance. b. Payment for Supply of Material/Equipment: Up to seventy-five percent (75%) of the supply part of the BOQ items will be paid against delivery of material/equipment on site, and upon production of Factory Test Reports / Warranties / Shipping documents/ Inspection Reports at Manufacturer's Facility (where applicable) and indemnity bond as per approved format. c. Payment upon Installation, Testing and Commissioning: Up to ninety percent (90%) of the supply and installation parts of BOQ items will be paid upon successful Testing & Commissioning. d. Payment upon issuance of Taking-Over Certificate: Ten percent (10%) amount of whole BOQ item i.e. Supply and Installation will be paid upon issuance of Taking-Over Certificate and completion of the Whole Works, including punch list noted at commissioning time. The Contractor shall submit testing and fitness certificate in compliance with safety standards. e. Payment in Service Level agreement (SLA) period: Payment for Service Level agreement (SLA) period shall be made on quarterly basis after submission of satisfactory performance certificate to the Employer and documentary evidences required in accordance with Para-4.3 of the Appendix-C of Schedule C to Bid. The payment shall be subject to deductions, in case of service unavailability and non-submission of the documents from the Contractors as per the conditions of the Contract. No payments shall be made for the replacement of parts during the warranty period. f. Payment for Critical Spare Parts: Payment for critical spare parts quoted in Schedule A to Bid and delivered on-site shall be made after the completion of warranty period of the 3rd lift. Retention Money Each payment will be subject to deduction of taxes as per applicable laws. a. 10% of the net payable amount for each bill (except Mobilization Advance) of the Contractor. The retention money would be released as follows: i. 5% of the retention money will be released after issuance of Substantial completion certificate/Taking over certificate of the latest lift installed/commissioned. ii. 5% of the retention money will be released after successful completion of Defects Liability Period / Warranty Period for the 3rd lift.



		b. No retention money shall be deducted for payment in Service Level agreement (SLA) period and payment for Critical Spare Parts.
15.	19.3	Rate to be used for paying the Supplier's interest on the late payment made by Procuring Agency shall be <u>(Not Applicable)</u>
		Prices (GCC Clause 20)
16.	20.1	The Contract Price shall not be adjusted by any other reason due to change in foreign currency exchange rate or otherwise, except as provided as herein below: a. For supply of imported item at Section A, Item No. A-1 "Supply of Lifts" mentioned in Schedule A to Bid (Schedule of Prices) quoted in local currency (Pak Rs.), foreign currency, exchange rate shall be fixed at the weighted average customer exchange rates (selling) published by State Bank of Pakistan (https://www.sbp.org.pk/dfmd/fem.asp), 28 days prior to the tender opening date. The change in foreign currency exchange rate will be applicable to the foreign currency component stated in the Letter of Credit (LC) established by the Contractor or his Vendor. b. The LC would be opened by the Contractor at his cost. Appropriate proof of the Exchange rate applied at the time of retirement/payment of LC by respective Bank such as SWIFT message etc. is to be furnished as evidence to support Contractor's claim for Price Adjustment. Contractor shall submit copies of Letter of Credit, shipping documents, certified copies of paid voucher for import duty / tax and other necessary documents, as required by the Engineer, in support of his Claim under this Sub-Clause.
		Liquidated Damages (GCC Clause 26)
17.	26.1	@ 0.1% of total completed works / day to a maximum of 10% of the total completed works.
		Procedure for Dispute Resolution (GCC Clause 32)
18.	32.3	Dispute Resolution In case of a dispute arising between the Parties regarding the terms of or rights and obligations of the Parties under this Contract, if not resolved amicably, shall be settled by an arbitration in accordance with the Arbitration Act, 1940. The Place of Arbitration shall be <u>Karachi</u> and proceedings will be conducted in English / Urdu. Notwithstanding any reference to the arbitration herein, the parties shall continue to perform their respective obligations under the Contract unless they otherwise agree that the Procuring Agency shall pay the Supplier any monies due to the Supplier.
		Notices (GCC Clause 35)
19.	35.1	Director Engineering (A) SBP Banking Service Corporation – Engg HOK 1st Floor, Engineering Department, SBP-BSC Bolton Market Building, M.A. Jinnah Road Karachi Phone: (92-21)-32454122/05/71, Facsimile: (92-21)-99221176 Website: www.sbp.org.pk



SECTION IX: CONTRACT FORMS



Appendix 1 – Form of Contract

THIS AGREEMENT made the _____ day of _____ 202_ between *[name and address of Procuring Agency]* of Pakistan (hereinafter called “the Procuring Agency”) of the one part and *[name of Supplier]* of *[city and country of Supplier]* (hereinafter called “the Supplier”) of the other part:

WHEREAS the Procuring Agency invited Bids for certain goods and related services, viz., *[brief description of goods and services]* and has accepted a Bid by the Supplier for the supply of those goods and related services 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:-
 - a. This form of Contract;
 - b. the Form of Bid and the Price Schedule submitted by the Bidder;
 - c. the Schedule of Requirements;
 - d. the Technical Specifications;
 - e. the Special Conditions of Contract;
 - f. the General Conditions of the Contract;
 - g. the Procuring Agency’s Letter of Acceptance (Notification of Award); and
 - h. the Supplier’s Letter of Acceptance
 - i. Integrity Pact
 - j. Performance Security (Guarantee) Form
 - k. Certificates to Contract
 - l. Addendum/Corrigendum, if any
 - m. Instruction to Bidders and Bidding Data Sheet
3. In consideration of the payments to be made by the Procuring Agency to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Procuring Agency to provide the goods and 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 Supplier in consideration of the provision of the goods and related services 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 Supplier:



Appendix 2 – 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 _____

Date: _____

[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 State Bank of Pakistan (SBP-BSC) or any administrative subdivision or agency thereof or any other entity owned or controlled by it (SBP-BSC) 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 SBP-BSC, 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 SBP-BSC 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 SBP-BSC under any law, contract or other instrument, be voidable at the option of SBP-BSC.

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

[Buyer]

[Seller/Supplier]



Appendix 3 – Performance Security (or guarantee) Form

To: SBP Banking Service Corporation – Engg HOK

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

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

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

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

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

Signature and seal of the Guarantors

[name of bank or financial institution]

[address]

[date]





BIDDING DOCUMENTS

For

REPLACEMENT OF THREE PASSENGER LIFTS INSTALLED AT MAIN BANK BUILDING SBP HEAD OFFICE KARACHI

Financial Proposal

Volume-II

Dec-24



FINANCIAL PROPOSAL

Form F1 – Letter of Bid (Financial Proposal)

Date of this Bid submission: -----

IFB No.: ED/PROC-HOK/147103/2024/229

Name of Project: REPLACEMENT OF THREE PASSENGER LIFTS INSTALLED AT MAIN BANK BUILDING SBP HEAD OFFICE KARACHI

To: [SBP Banking Services Corporation]

We, the undersigned Bidder, hereby submit the second part of our Bid, the Financial Proposal

In submitting our Financial Proposal, we make the following additional declarations:

- (a) **Bid Validity Period:** Our Bid shall be valid for the period specified in BDS 17.1 (as amended, if applicable) from the date fixed for the bid submission deadline specified in BDS 23.1 (as amended, if applicable), and it shall remain binding upon us and may be accepted at any time before the expiration of that period;
- (b) **Total Price:** The total price of our Bid, excluding any discounts offered in item below is:
In case of only one lot, the total price of the Bid is *[insert the total price of the bid _____]*;
In case of multiple lots, the total price of each lot is *[insert the total price of each lot _____]*;
In case of multiple lots, total price of all lots (sum of all lots) *[insert the total price of all lots _____]*;
- (c) **Discounts:** The discounts offered and the methodology for their application are: **NOT APPLICABLE**
(i) The discounts offered are: *[Specify in detail each discount offered]*
(ii) The exact method of calculations to determine the net price after application of discounts is shown below: *[_____]*;
- (d) **Commissions, gratuities and fees:** We have paid, or will pay the following commissions, gratuities, or fees with respect to the bidding process or execution of the Contract: *[insert complete name of each Recipient, its full address, the reason for which each commission or gratuity was paid and the amount and currency of each such commission or gratuity]*.

Name of Recipient	Address	Reason	Amount

(If none has been paid or is to be paid, indicate "none.")

- (e) **Binding Contract:** We understand that this Bid, together with your written acceptance thereof included in your Letter of Acceptance, shall constitute a binding contract between us, until a formal contract is prepared and executed.

Name of the Bidder:**[_____]*

Name of the person duly authorized to sign the Bid on behalf of the Bidder: ** *[_____]*

Title of the person signing the Bid: *[_____]*

Signature of the person named above: *[_____]*

Date signed *[_____]* day of *[_____]* month, *[_____]* Year

****:** Person signing the Bid shall have the power of attorney given by the Bidder. The power of attorney shall be attached with the Bid Schedules.



Preamble

1. The Bill of Quantities shall be read in conjunction with the Conditions of Contract, Specifications and Drawings.
2. The quantities given in the Bill of Quantities are estimated and provisional, and are given to provide a common basis for bidding. The basis of payment will be the actual quantities of work executed and measured by the Contractor and verified by the Engineer and valued at the rates and prices entered in the priced Bill of Quantities, where applicable, and otherwise at such rates and prices as the Engineer may fix as per the Contract.
3. The rates and prices entered in the priced Bill of Quantities shall, except insofar as it is otherwise provided under the Contract include all costs of Contractor's labour, supervision, materials, execution, insurance, profit, taxes and duties, together with all general risks, liabilities and obligations set out or implied in the Contract. Furthermore, all duties, taxes and other levies payable by the Contractor under the Contract, or for any other cause, as on the date 28 days prior to deadline for submission of Bids, shall be included in the rates and prices and the total Bid Price submitted by the Bidder.
4. A rate or price shall be entered against each item in the priced Bill of Quantities, whether quantities are stated or not. The cost of items against which the Contractor will have failed to enter a rate or price shall be deemed to be covered by other rates and prices entered in the Bill of Quantities.
5. The whole cost of complying with the provisions of the Contract shall be included in the items provided in the priced Bill of Quantities, and where no items are provided, the cost shall be deemed to be distributed among the rates and prices entered for the related items of the Works.
6. General directions and description of work and materials are not necessarily repeated nor summarized in the Bill of Quantities. References to the relevant sections of the Bidding Documents shall be made before entering prices against each item in the priced Bill of Quantities.
7. Where there is a discrepancy between the unit rate and the line item total resulting from multiplying the unit rate by the quantity, the unit rate as quoted will govern, and the line total will be corrected accordingly.
8. Each cutting should be signed by the authorized person.
9. The brand names have been provided in order to establish a standard of performance and reliability. However, it does not indicate a preference for a particular brand. The bidder may propose other brands which can be accepted subject to necessary tests to establish equivalency.
10. Where packaging size of a sachet/packet/can/pack etc. is included in the description of item of BOQ, this packaging size is only for reference and does not indicate preference for any specific brand. The bidder may offer another packaging size with a margin or tolerance of no more than 15% of the specified size. However, the total quantity to be supplied must be equal to the cumulative quantity required in the BOQ item.

Bill of Quantities (BOQ)**SCHEDULE OF PRICES/BILL OF QUANTITIES (BOQ)**

Item No.	DESCRIPTION	Qty.	Unit	Rate (Rs) (incl. of taxes)	Amount (Rs)
SECTION A - SUPPLY AND INSTALLATION OF ELEVATORS					
A-1.	Supply of passenger lifts of 11stops (Ground + 10) each of minimum capacity 1350Kg, as per EN-81 safety standards, operational on 380-415 Volts, 3-phase, 50 Hz, 11 stops, minimum speed of 1.75m/s with following features: • Permanent magnet gearless hoisting motor capable of serving Ground + 10 Floors with microprocessor control panel, stainless steel ropes for traction sheave elevators OR stainless steel coated belt technology, Car Operating Panels with future provision for integration of Destination Dispatch System • Floor operating panels (FOP) two (02) on each lift lobby (Ground to 10th Floor) equipped with up/down stainless steel call buttons with braille and buzzer, door tracks, sills, door drive mechanism and its complete control system • Complete car operating panel (COP) for Ground to 10th floors with open/close stainless steel call buttons with braille and buzzer, trailing cables, etc. • Reservation services system inside each car • Indicator flicker and chime before car arrival (Audible alert system in the car announcing the floor that the car has arrived at) • Automatic control of the door's operating closing time according to the kind of floor and call. • Automatic rescue device (ARD)/Emergency Landing Device, • Full length light curtain, with door closing force limiting device • LED/LCD display inside the lift car with audio feature for displaying audio/visual message • Weight overload buzzer • All safety devices as per safety standards of EN-81 • Telephone intercom system • Alarm bell • Voice Prompt System for blind persons indicating each floor reached • Air Purifier system inside the car • Air conditioning system inside the car • Provision for future interface with Integrated Building Management System (IBMS) • Further equipped with lights, fan, call bell, emergency backup for lights, fan, alarm and intercom • Operation manual, maintenance manual and circuit diagrams (English Version). Two Hard Copies & One Soft copy in USB. • In accordance with manufacturer's standard design/drawings and confirming to Technical Specifications and Data. Submission of Shop Drawings after work order and As-Built Drawings after completion along with final bill. Note:	03	Nos.		



Item No.	DESCRIPTION	Qty.	Unit	Rate (Rs) (incl. of taxes)	Amount (Rs)
	Where applicable, lift should be equipped with lift operating software for printing of data reports and error logs, change operating parameters etc.				
A-2.	Installation, Testing, Commissioning of Lifts at Sr. 1 above, in accordance with drawings and confirm to Technical Specifications, Technical Data and specified Installation Material. The work includes installation of new doors/frame as per new requirement of floor levels/height, control panel, main hoisting motor, control wiring, ERD, landing door panels, door track, sill and door drive motor and track, complete cabin with COP, hoisting ropes or belts and trailing cables, Floor Operating panel on all lobbies, including dismantling and repairing work for installation if display board of lift position, including all required Civil repair work of plaster/paint finish, tiles etc. as per adjacent lift, complete in all respect including the cost of material, labor, cutting necessary holes in machine room slab, machine, tools, all finishing work after fixing doors, thresholds, panels etc. required to complete the installation of lift. Complete in all respects as required to the entire satisfaction of the Engineer-in charge. Dismantling and stacking of all mechanical, electrical and electronic parts with proper wrapping and shifting to engineering store.	03	Jobs		
A-3.	STRUCTURAL STEEL WORKS FOR LIFT WELL Providing, fabricating, erection, at any level, floor, height or lift for all steel work conforming ASTM A36 including welding, anchor bolts, embedding into RCC structure, etc. (Contractor should include the cost of wastages and two coats of epoxy paint plus 1 coat of red-oxide) complete in all respects as per drawings and specifications and entire satisfaction of the Engineer in charge. Note: New Mild steel (free from rust) should be used.	1700	Kg		
SUB TOTAL OF SECTION A					
SECTION B - SUPPLY OF CRITICAL SPARE PARTS Critical spare parts for the maintenance of 03 Nos. passenger lifts as per the list. The Contractor shall provide the spare parts as per the need of the Bank within 24 hours. After the completion of the Defects Liability Period, the critical spare parts shall be handed over to the Employer.					
B-1	Inverter Module of main hoisting motor with all control PCBs complete in all respect	1	No.		
B-2	Inverter Module of door drive motor with all complete control PCBs complete in all respect	1	No.		
B-3	Control PCB card of COP (Car Operating Panel)	1	No.		
B-4	Complete set of all push buttons (G-10, Up/Down, Open/Close)	1	Set		



Item No.	DESCRIPTION	Qty.	Unit	Rate (Rs) (incl. of taxes)	Amount (Rs)
B-5	Floor Indicator card on the lobby	2	No.		
B-6	Floor Indicator card inside the cabin	1	No.		
B-7	Door Full beam sensor with mechanical push and power supply module complete in all respect	1	No.		
B-8	Door Track Rollers (up/down)	8	No.		
B-9	Door Sleepers / Shoes	12	No.		
B-10	Guide Rail Shoes of Main Car	4	No.		
B-11	Guide Rail Shoes of CWT (Counterweight)	4	No.		
Total Amount (carried forward to subtotal of Section B)					
SECTION C – SERVICE LEVEL AGREEMENT (SLA) FOR MANAGEMENT SERVICES FOR LIFTS					
C-1	OEM backed Service Level agreement for Management Services for the Lifts as per Appendix-C of Schedule C to Bid, at least one lift technician to be provided by the Contractor for support including Troubleshooting, Inspections, Preventive and Corrective Services.	30	Months		
SUB TOTAL OF SECTION C					
SUMMARY OF TOTAL COST					
Total Amount of Section A + B + C (Rs.)					
Rebate If any (Rs.)					
Total Amount after Rebate if any (Rs.)					

NET TOTAL COST IN WORDS

.....

..... **ONLY.**