



TWO VOLUMES
Volume-I: Instructions to Bidders
& Conditions of Contract
Volume-II: Financial Bid

STATE BANK OF PAKISTAN
SBP BANKING SERVICES CORPORATION
SBP BSC D I KHAN

VOLUME-I

(Technical Proposal)

Bidding documents

For

Replacement of 60KVA DG set at SBP BSC D I KHAN

BIDDING AND CONTRACT DOCUMENT

INVITATION TO BID
INSTRUCTIONS TO BIDDERS
BIDDING DATA
FORM OF BID
QUALIFICATION CRITERIA
CONDITIONS OF CONTRACT
STANDARD FORM
DRAWINGS
SPECIFICATIONS

August-2024



Invitation to Bids (IFB)

“As per published tender notice in Newspaper, PPRA & SBP websites”

For Contractor

For SBP BSC D I KHAN



| Sr. No. | DESCRIPTION |
|----------------|---|
| 1. | Bidding Documents Section-1-Part-1- (Instructions to Bidders) |
| 2. | Bidding Documents Section-1-Part-2 – (Bidding Data) |
| 3. | Bidding Documents Section-1-Part-3 – (Form of Bid) |
| 4. | Bidding Documents Section-1-Part-4- (Schedules to Bid) |
| 5. | Bidding Documents Section-2-Part-1- (Conditions of Contract) |
| 6. | Bidding Documents Section-2-Part-2- (Contract Data) |
| 6. | Bidding Documents Section-3-Part-1- (Standard Forms) |
| 7. | Specifications |
| 8. | Drawings |



*(Bidding Documents, Section-1, Part-1)***INSTRUCTIONS TO BIDDERS****TABLE OF CONTENTS**

| Clause No. | Description |
|-------------------|--|
| A. | GENERAL |
| IB.1 | Scope of Bid & Source of Funds |
| IB.2 | Eligible Bidders |
| IB.3 | Cost of Bidding |
| B. | BIDDING DOCUMENTS |
| IB.4 | Contents of Bidding Documents |
| IB.5 | Clarification of Bidding Documents |
| IB.6 | Amendment of Bidding Documents |
| C. | PREPARATION OF BID |
| IB.7 | Language of Bid |
| IB.8 | Documents Comprising the Bid |
| IB.9 | Sufficiency of Bid |
| IB.10 | Bid Prices, Currency of Bid & Payment |
| IB.11 | Documents Establishing Bidder's Eligibility and Qualifications |
| IB.12 | Documents Establishing Works Conformity to Bidding Documents |
| IB.13 | Bid Security |
| IB.14 | Validity of Bids, Format, Signing and Submission of Bid |
| D. | SUBMISSION OF BID |
| IB.15 | Deadline for Submission, Modification & Withdrawal of Bids |
| E. | BID OPENING AND EVALUATION |
| IB.16 | Bid Opening, Clarification and Evaluation |
| IB.17 | Process to be Confidential |
| IB.18 | Contacting SBP BSC |
| F. | AWARD OF CONTRACT |
| IB.19 | Award Criteria & Employer's Right |
| IB.20 | Notification of Award |
| IB.21 | Performance Security |
| IB.22 | Signing of Contract Agreement |
| IB.23 | Integrity Pact |
| IB.24 | Rates inclusive of all taxes |
| IB.25 | Code of conduct |
| IB.26 | Overriding effect |
| IB.27 | One Bid per Bidder |
| IB.28 | Beneficial Ownership Information |



INSTRUCTIONS TO BIDDERS

A. GENERAL

IB.1. Scope of Bid & Source of Funds

1.1. Scope of Bid

The Employer as defined in the Bidding Data (hereinafter called “the Employer”) wishes to receive Bids for the works summarized in the Bidding Data (hereinafter referred to as “the Works”). Bidders must quote for the complete scope of works. Any Bid covering partial scope of works will be declared non-responsive.

1.2. Source of Funds

The Employer has arranged funds from its own sources.

IB.2. Eligible Bidders

2.1. This Invitation for Bids is open to all persons, firms or companies dealing in the similar Works and not have been blacklisted or in litigation with any government department, autonomous body or any other organization. Bidders shall not be under a declaration of ineligibility for corrupt and fraudulent practices issued by the Employer or any other organization. Firms owned wholly or partly by persons having business interests with any official of the Employer / Consultant responsible for preparation of bidding documents, specifications and procurement of the works in whatsoever capacity cannot participate in the bidding process. .

2.2. Bidding Procedure

Bidding shall be conducted using the National Competitive Bidding Procedure specified in the PPRA Rules-2004, **Rule-36(b) i.e Single stage – two envelope procedure**. The bid shall comprise a single package containing two separate envelopes. Each envelope shall contain separately the Financial Proposal and the Technical Proposal. The envelopes shall be marked as “FINANCIAL PROPOSAL” and “TECHNICAL PROPOSAL” in bold and legible letters to avoid confusion. Initially, only the envelope marked “TECHNICAL PROPOSAL” shall be opened and the envelope marked as “FINANCIAL PROPOSAL” shall be retained in the custody of the Employer without being opened. The Employer will evaluate the technical proposal in a manner prescribed in Schedule B to Bid, without reference to the price and reject any proposal which does not conform to the specified requirements.

IB.3. Cost of Bidding

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

B. BIDDING DOCUMENTS

IB.4. Contents of Bidding Documents

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

4.2. Instructions to Bidders & Bidding Data

4.2.1. Form of Bid & Schedules to Bid.

Schedules to Bid comprise the following:

- | | | |
|------|-------------|--|
| i. | Schedule A: | Schedule of Prices |
| ii. | Schedule B: | Post Qualification information and Bid Evaluation Criteria |
| iii. | Schedule C: | Specific Works Data |
| iv. | Schedule D: | Works to be performed by Sub-Contractors |
| v. | Schedule E: | Proposed Methodology/ Work Program of the Bidder |
| vi. | Schedule F: | Integrity Pact |

4.3. Conditions of Contract & Contract Data

4.4. Standard Forms:

- a. Form of Performance Security



- b. Form of Contract Agreement
 - c. Form of Mobilization Advance
 - d. Form of Indemnity Bond
- 4.5. Specifications (if any)
- 4.6. Drawings (if any)

IB.5. Clarification of Bidding Documents

- 5.1. A prospective bidder requiring any clarification(s) in respect of the Bidding Documents may notify the Employer at the Employer's address.
- 5.2. The Employer will respond to any request for clarification which it receives not later than ten (10) days prior to the deadline for the submission of Bids. Copies of the Employer's response will be forwarded to all prospective bidders, who have received the Bidding Documents including a description of the enquiry but without identifying its source.

IB.6. Amendment of Bidding Documents

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

C. PREPARATION OF BIDS

IB.7. Language of Bid

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

IB.8. Documents Comprising the Bid

- 8.1. The bid shall comprise the following documents:

8.1.1. Technical Proposal;

- a. Covering Letter on company letter head.
- b. Form of Bid duly filled & signed and stamped in accordance with IB.14.3.
- c. Schedules (B to E) to Bid duly filled and initialed, in accordance with the instructions contained therein & in accordance with Sub-Clause IB14.3.
- d. Bidder's 'Company Profile' including list of tools, equipment and other facilities owned by the Bidder.
- e. Bidding Documents (in original) duly signed and stamped on each page/sheet (excluding Schedule-A (Schedule of Prices)).
- f. Power of Attorney in accordance with Sub-Clause IB 14.5.
- g. Documentary evidence in accordance with Clause IB.11
- h. Documentary evidence in accordance with Clause IB.12.
- i. Bid Security in line with IB-13



8.1.2. Financial Bid;

- a. Bidding Documents Schedule-A (Schedule of Prices), in original, duly signed and stamped on each page/sheet.

IB.9. Sufficiency of Bid

- 9.1. Each bidder shall satisfy himself before Bidding as to the correctness and sufficiency of his Bid and of the rates and prices entered in the Schedule of Prices, which rates and prices shall except in so far as it is otherwise expressly provided in the Contract, cover all his obligations under the Contract and all matters and things necessary for the proper completion of the Works.
- 9.2. The bidder is advised to obtain for himself at his own cost and responsibility all information that may be necessary for preparing the bid and entering into a Contract for execution of the Works.
- 9.3. The Bidders, at their own responsibility, risk & cost, are encouraged to visit and examine the site and obtain all information that may be necessary for preparing the Bid and entering into a contract for the Works.

IB.10. Bid Prices, Currency of Bid and Payment

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

IB.11. Documents Establishing Bidder's Eligibility and Qualifications

- 11.1. Bidder must possess and provide evidence of its capability and the experience as stipulated in Schedule-B to bid (Post-Qualification information and Bid Evaluation Criteria).

IB.12. Documents Establishing Works Conformity to Bidding Documents

- 12.1. The documentary evidence of the Work's conformity to the Bidding documents may be in the form of literature, drawings and data and the bidder shall furnish documentation as set out in Bidding Data.
- 12.2. The bidder shall note that standards for workmanship, material and equipment, and references to brand names or catalogue numbers, if any, designated by the Employer in the Technical Provisions are intended to be descriptive only and not restrictive.

IB.13. Bid Security

- 13.1. Each bidder shall furnish, as part of his bid a Bid Security in the amount stipulated in Bidding Data in Pak. Rupees in the form of Deposit at Call, Bank Draft or Pay Order issued by a Scheduled Bank in Pakistan in favour of the Employer valid for a period up to twenty eight (28) days beyond the bid validity date.
- 13.2. Any bid not accompanied by an acceptable Bid Security shall be rejected by the Employer as non-responsive.
- 13.3. The bid securities of unsuccessful bidders will be returned upon award of contract to the successful bidder or on the expiry of validity of Bid Security whichever is earlier.
- 13.4. The Bid Security of the successful bidder will be returned when the bidder has furnished the required Performance Security, pursuant to Clause IB.21 and signed the Contract Agreement, pursuant to Sub-Clauses IB.22.

For Contractor

For SBP BSC D I KHAN



- 13.5. The Bid Security may be forfeited:
- a. If a bidder withdraws his bid during the period of bid validity; or
 - b. If a bidder does not accept the correction of his Bid Price, or
 - c. In the case of a successful bidder, if he fails to:
 - i. Furnish the required Performance Security in accordance with Clause IB.21, or
 - ii. Sign the Contract Agreement, in accordance with Sub-Clauses IB.22.
- 13.6. In any event as specified in IB: 13.5, the Employer at his sole discretion may award works to second most advantageous bid.

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

- 14.1. Bids shall remain valid for the period stipulated in the Bidding Data after the date of bid opening.
- 14.2. All Schedules to Bid are to be properly completed and signed.
- 14.3. No alteration is to be made in the Form of Bid except in filling up the blanks as directed. If any alteration be made in the Form of Bid or any other part of Bidding Documents, or if these instructions be not fully complied with, the bid may be rejected.
- 14.4. Each bidder shall prepare Original and number of copies specified in the Bidding Data of the documents comprising the bid as described in Clause IB.8 and clearly mark them “ORIGINAL” and “COPY” as appropriate. In the event of discrepancy between them, the original shall prevail.
- 14.5. The original and all copies of the bid shall be typed or written in indelible ink and shall be signed by a person or persons duly authorized to sign (in the case of copies, Photostats are also acceptable). This shall be indicated by submitting a written Power of Attorney authorizing the signatory of the bidder to act for and on behalf of the bidder. All pages of the bid shall be initialed and official seal be affixed by the person or persons signing the bid.
- 14.6. In accordance with Clause IB-8, Technical Proposals & Financial Proposals shall be sealed in separate envelopes clearly marking the “Technical Proposal” & “Financial Proposal” and then both envelopes sealed in an outer envelope addressed to the Employer, with description of the contract and a warning regarding not to open before the specified date & time.

D. SUBMISSION OF BIDS

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

- 15.
- 15.1. Bids must be received by the Employer at the address/provided in Bidding Data not later than the time and date stipulated therein.
- 15.2. Bids submitted through telegraph, telex, fax or e-mail shall not be considered.
- 15.3. Any bid received by the Employer after the deadline for submission prescribed in Bidding Data will be returned unopened to such bidder.
- 15.4. Any bidder may modify or withdraw his bid after bid submission provided that the modification or written notice of withdrawal is received by the Employer prior to the deadline for submission of bids.
- 15.5. Withdrawal of a bid during the interval between the deadline for submission of bids and the expiration of the period of bid validity specified in the Form of Bid may result in forfeiture of the Bid Security pursuant to Sub-Clause IB.13.5 (a).



E. BID OPENING AND EVALUATION

IB.16. Bid Opening, Technical Qualification, Clarification and Evaluation

- 16.1. The Employer will open the Technical Proposals in the presence of bidders' representatives who may choose to attend, at the time, date and location stipulated in Bidding Data.
- 16.2. The Employer will conduct post-qualification of the bidders in line with the stipulations of Schedule-B to Bid (Technical Bid Evaluation Criteria) on the basis of documents provided by Bidder. Bids shall be evaluated according to the provisions of Schedule-B to Bid (Technical Bid Evaluation Criteria). Any bid not meeting the requirements of Schedule-B shall be rejected and declared as non-responsive. The Bidders should submit detailed technical data regarding the services and brochures of the offered equipment and materials etc.
- 16.3. After finalization of Technical qualification results, the Employer will open publicly, the Financial Proposals of technically accepted bid(s), in the presence of bidders' representatives who may choose to attend, at the time, date and location.
- 16.4. The bidder's name, Bid Prices, any discount, the presence or absence of Bid Security, and such other details as the Employer at its discretion may consider appropriate, will be announced by the Employer at the bid opening. Representatives of the bidders who choose to attend shall sign the attendance sheet.
- 16.5. To assist in the examination, evaluation and comparison of Bids the Employer may, at its discretion, ask the bidder for a clarification of its Bid. The request for clarification and the response shall be in writing and no change in the price or substance of the Bid shall be sought, offered or permitted.
- 16.6. The Financial Bids of bidders found technically non-responsive/ not-qualified shall be returned unopened to the respective bidders. During tender evaluation no amendment in the bid is allowed.
- 16.7. Arithmetical errors will be rectified on the following basis:
- If there is a discrepancy between the unit price and total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected. If there is a discrepancy between the words and figures the amount in words shall prevail.
- If the bidder does not accept the corrected amount of Bid, his Bid will be rejected and his Bid Security shall be forfeited.
- 16.8. Any minor informality or non-conformity or irregularity in a Bid which does not constitute a material deviation may be waived by Employer, provided such waiver does not prejudice or affect of any other bidders.
- 16.9. The Employer will evaluate and compare only the bids previously determined to be substantially responsive and Post-qualified pursuant to Sub-Clauses IB.16.4 to 16.9 as per requirements given hereunder. Bids will be evaluated for complete scope of services. The prices will be compared on the basis of the Evaluated Bid Price pursuant to Sub-Clause 16.11 herein below.
- 16.10. Evaluated Bid Price;
- In evaluating the bids, the Employer will determine for each bid in addition to the Bid Price, the following factors (adjustments) in the manner and to the extent indicated below to determine the Evaluated Bid Price:
- i. making any correction for arithmetic errors pursuant to Sub-Clause 16.7 hereof.
 - ii. making an appropriate price adjustment for any other acceptable variation or deviation.
 - iii. discount, if any, offered by the bidders.
- 16.11. After opening and scrutinizing the Financial Bids, the bids having item rates which are found imbalanced (abnormally high/low rates than market/ Engineer's estimate) will be rejected unless the bidder provides the justifiable rate analysis corresponding to the Engineer's Estimate. The payments against such running bills will be made as provided in clause 11 (b) of Conditions of Contract.

For Contractor

For SBP BSC D I KHAN



- 16.12. No alternate proposal(s) shall be entertained. Bidders offering more than one proposal(s) shall be disqualified and its bid shall be deemed to be non-responsive.

IB.17. Process to be Confidential

- 17.1. Subject to Sub-Clause IB.16.5 heretofore, no bidder shall contact Employer on any matter relating to its Bid from the time of the Bid opening to the time the bid evaluation results are announced by the Employer. The evaluation results shall be announced as under:

- a. Technical Evaluation Report would be hoisted for Seven days on SBP website and on Notice Board of the office
- b. Financial / Final Evaluation Report would be hoisted for fifteen days on PPRA and SBP websites and on Notice Board the office

- 17.2. Any effort by a bidder to influence Employer in the Bid evaluation, Bid comparison or Contract Award decisions may result in the rejection of his Bid and will be blacklisted as per provisions of Public Procurement Rules, 2004. Whereas, 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 to Grievance redressal committee (GRC) as provided in Bid Data Sheet within seven days of announcement of the technical evaluation report and five days after issuance of final evaluation report.

F. AWARD OF CONTRACT

IB.18. Post Qualification

- 18.1. The Employer, at any stage of the bid evaluation, having credible reasons for or *prima facie* evidence of any defect in supplier's or contractor's capacities, may require the suppliers or contractors to provide information concerning their professional, technical, financial, legal or managerial competence whether already technically qualified or not:

Provided that such qualification shall only be laid down after recording reasons therefor in writing. They shall form part of the records of that bid evaluation report.

IB.19. Award Criteria & Employer's Right

- 19.1. Subject to IB.19.2, the Employer will award the Contract to the bidder whose bid has been found most advantageous bid i-e the bid which has been determined to be substantially responsive to the eligibility criteria and other terms of Bidding Documents and which is the lowest evaluated Bid Price.

- 19.2. Notwithstanding Sub-Clause IB.19.1, the Employer reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids, at any time prior to award of Contract, without thereby incurring any liability to the affected bidders or any obligation to inform the affected bidders of the grounds for the Employer's action except that the grounds for its rejection of all bids shall upon request be communicated, to any bidder who submitted a bid, without justification of the grounds. Notice of the rejection of all the bids shall be given promptly to all the bidders.

IB.20. Notification of Award

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

IB.21. Performance Security

- 21.1. The successful bidder shall furnish to the Employer a Performance Security in the form and the amount stipulated in the Conditions of Contract within a period of fourteen (14) calendar days after the receipt of Letter of Acceptance.

- 21.2. Failure of the successful bidder to comply with the requirements of Sub-Clauses IB.21.1 and / or IB.22 shall



constitute sufficient grounds for the annulment of the award and forfeiture of the Bid Security.

IB.22. Signing of Contract Agreement

- 22.1. The Contractor will prepare Contract Agreement in the Form of Contract Agreement provided in the Bidding Documents, incorporating all agreements between the parties. All cost in this regard including stamp duty shall be borne by the Contractor
- 22.2. The formal Agreement between the Employer and the successful bidder shall be executed within seven (07) days of the receipt of Form of Contract Agreement.

IB.23. Integrity Pact

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

IB.24. Rates inclusive of all taxes

- 24.1. The quoted rates should be inclusive of all applicable taxes, duties, liabilities, overheads, transportation charges etc. The exemption in Taxes will only be allowed against the Exemption Certificate issued by the relevant Tax Department. The bidders should be registered with all applicable tax departments.

IB.25. Code of Conduct

- 25.1. It is the Employer’s policy that Contractors to observe the highest standards of ethics during the procurement and execution of contracts. In pursuit of this policy, the Employer follows, inter alia, the instructions contained in PPR-2004 which defines:

“blacklisted” means a bidder that is declared by the Authority untrustworthy after establishing the fact that the bidder was found involved in any corrupt and fraudulent practice or practices; or if the bidder is declared incapable by the Authority due to its established performance failure during the execution of the contract; or if the bidder deviates from its prior commitment or declaration made regarding the bid or proposal submitted by the bidder.

“corrupt and fraudulent practices” in respect of procurement process, shall be either one or any combination of the practices including,-

- i. “coercive practices” which means any impairing or harming or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence the actions of a party to achieve a wrongful gain or to cause a wrongful loss to another party;
- ii. “collusive practices” which means any arrangement between two or more parties to the procurement process designed to stifle open competition for any wrongful gain, and to establish prices at artificial, non-competitive levels;
- iii. “corrupt practices” which means the offering, giving, receiving or soliciting, directly or indirectly, of anything of value to influence the acts of another party for wrongful gain;
- iv. “fraudulent practices” which means any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation; and
- v. “obstructive practices” which means harming or threatening to harm, directly or indirectly, persons to influence their participation in a procurement process, or affect the execution of a contract;

- 25.2. Under PPR-2004, the Employer can inter alia blacklist bidders found to be indulging in corrupt or fraudulent practices. Such barring action will be duly publicized and communicated to the PPRA. Such matters would be referred to the Blacklisting Committee that is empowered to take action accordingly.

| NATURE OF OFFENSE / FAULT | MEANS OF VERIFICATION |
|----------------------------------|---|
| Corruption | Actual instance verifiable as per law of land and applicable rules and regulations of SBP |
| Deviation from commitment | If the bidder deviates from its prior commitment or declaration made regarding the bid or proposal submitted by the bidder. |

For Contractor

For SBP BSC D I KHAN



| | |
|---------------------------------|--|
| Fraud | Cross verification of documentary undertakings submitted by Contractor/ Bidder/Consultant/Supplier |
| Collusion | Results of Bid/Proposal analysis resulting in substantive evidence of collusion |
| Performance Deficiencies | Documented evidence in form of performance deficiencies not suitably responded or defended by Contractor/ Bidder/ Supplier/ Consultant |

However such barring action shall be undertaken only after Contractor who is to be barred and blacklisted shall be accorded adequate opportunity of being heard. Decision of the Blacklisting Committee of SBP BSC will be final and conclusive.

- 25.3. The receipt for any money paid by the bidders will not be considered as any acknowledgement of payment to the Contractor unless such receipt is signed by a duly authorized officer of the Employer and Contractor shall be solely responsible for seeing that a proper receipt is provided.
- 25.4. Attention of bidders is drawn to Rule-32 of PPR-2004 whereby they are required to identify any discriminatory and difficult conditions, introduced by Employer which discriminates between bidders or that is considered to be met with difficulty. In ascertaining the discriminatory or difficult nature of any condition reference shall be made to the ordinary practices of that trade, manufacturing, construction business or service to which that particular procurement is related. However in certain conditions Employer may describe exceptions or preferences consistent with Rule-4 of PPR-2004.
- 25.5. Employer's policy requires that selected Contractor shall provide professional, objective, and impartial advice and services and at all times hold the Employer's interests paramount, strictly avoid conflicts with other assignments or their own corporate interests and act without any consideration for future work. Bidders have an obligation to disclose any situation of actual or potential conflict that impacts their capacity to serve the best interest of the Bank, or that may reasonably be perceived as having this effect. Failure to disclose said situations may lead to the disqualification of the bidder and termination of contract arising out of this procurement
- 25.6. Without limitation on the generality of the foregoing, Contractors and any of their affiliates, shall be considered to have a conflict of interest and shall not be recruited, under any of the circumstances set forth below:
- A Contractor that has been engaged by the Employer to provide goods, works or services other than consulting services for a project, and any of its affiliates, shall be disqualified from providing consulting services related to those goods, works or services. Conversely, Contractor hired to provide consulting services for the preparation or implementation of a project, and any of its affiliates, shall be disqualified from subsequently providing goods or works or services other than consulting services resulting from or directly related to the firm's consulting services for such preparation or implementation.
 - A Contractor (including its Personnel and Sub-Contractor(s) or any of its affiliates shall not be hired for any assignment that, by its nature, may be in conflict with another assignment of the Contractor to be executed for the same or for another client.
 - A Contractor (including its Personnel and Sub-Contractor(s) that has a business or family relationship with a member of the Bank's staff who is directly or indirectly involved in any part of (i) the preparation of the specifications of the goods, (ii) the selection process for such assignment, or (iii) supervision of the Contract, may not be awarded a Contract, unless the conflict stemming from this relationship has been resolved in a manner acceptable to the appropriate authority of the Employer.
 - Bidders shall not recruit or hire any agency or current employees of the Bank. Recruiting former employees of the Employer or other civil servants to work for the bidders is acceptable provided no conflict of interest exists. When the Contractor nominates any government employee as Personnel in their bid, such Personnel must have written certification from their government or employer confirming that they are on leave without pay from their official position and allowed to work full-time outside of their previous official position. Such certification shall be provided to the Employer by the Contractor as part of bid.

IB.26. Overriding Effect:

- 26.1. The provision of Public Procurement Rules-2004 shall have prevailing effect.

For Contractor

For SBP BSC D I KHAN



IB.27. One Bid per Bidder

- 27.1. Each bidder shall submit only one bid either by himself, or as a partner in a joint venture. A bidder who submits or participates in more than one bid will be disqualified

IB.28. Beneficial Ownership information

- 28.1. For works worth Rs.50M or above, the bidder shall provide Beneficial Ownership information on the prescribed Form. Failure to provide the required information of the beneficial ownership by the company or submission of false or partial information, the procuring agency shall:
- i. Blacklist the said company in accordance with rule 19(1)(a) of Public Procurement Rules, 2004,
 - ii. Reject the bid of the said company.



BID DATA SHEET (BDS)

The following specific data for goods and services to be procured shall complement, supplement, or amend the provisions in the Instructions to Bidders (ITB) Section III. Whenever there is a conflict between BDS and ITB, the provisions of BDS shall prevail over those in ITB.

| | | |
|--|--|----------------------------|
| BDS 1. | The Employer | ITB 1.1 |
| State Bank of Pakistan SBP BSC (Bank) D.I. Khan | | |
| BDS 2. | Works | ITB 1.1 |
| Replacement of 60KVA DG set at SBP BSC D I KHAN | | |
| BDS 3. | Method of Procurement | ITB 2.2 |
| Bidding shall be conducted using the National Competitive Bidding Procedure specified in the PPRA Rules-2004, Rule-36(b) i.e Single stage – two envelope procedure. The bid shall comprise a single package containing two separate envelopes. Each envelope shall contain separately the Financial Proposal and the Technical Proposal. The envelopes shall be marked as “FINANCIAL PROPOSAL” and “TECHNICAL PROPOSAL” in bold and legible letters to avoid confusion. Initially, only the envelope marked “TECHNICAL PROPOSAL” shall be opened and the envelope marked as “FINANCIAL PROPOSAL” shall be retained in the custody of the Employer without being opened. The Employer will evaluate the technical proposal in a manner prescribed in Schedule B to Bid, without reference to the price and reject any proposal which does not conform to the specified requirements. | | |
| BDS 4. | Employer Address | ITB 5.1 |
| State Bank of Pakistan SBP BSC (Bank), 5 th Shami Road, Cantonment, D.I. Khan | | |
| BDS 5. | Currency of Bid | ITB 10.3 |
| Bid shall be quoted entirely in Pak. Rupees. The payment shall be made in Pak. Rupees. | | |
| BDS 6. | Bid Security | ITB 13.1 |
| Each bidder shall furnish, as part of his bid a Bid Security of minimum Rs 250,000/- in the shape of Pay Order / Demand Draft /Deposit at call in favor of <u>SBP BSC D I KHAN</u> valid for a period 28 days beyond the Bid Validity date. The Bid Security in original is required to be submitted with Technical Bid. | | |
| BDS 7. | Bid Validity | ITB 14.1 |
| Bid Validity period is 180 days from the date fixed for opening of the Bids | | |
| BDS 8. | No. of Copies | ITB 14.4 |
| Only original Bid is to be submitted | | |
| BDS 9. | Address for Bid Submission | ITB 14.6 & 15.1 |
| As mentioned in Invitation to Bid | | |
| BDS 10. | Deadline for Bid Submission | ITB 15.3 |
| As mentioned in Invitation to Bid | | |
| BDS 11. | Address of Grievances Committee | ITB 17.2 |
| Chairman Grievances Committee, | | |

For Contractor

For SBP BSC D I KHAN



Office of the Director Human Resource Management Department
1st Floor, BSC House State Bank of Pakistan Main Building Complex,
I.I.Chundrigar Road, Karachi

BDS 12. Performance Security**ITB 21.1**

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

If the cost of work is less than Rs. 4 Million, The Bid Security of the successful bidder shall be retained as Performance Security.

The Performance Security would remain valid till successful completion of Defect Liability Period and would be released after successful completion of defect liability period.

For Contractor

For SBP BSC D I KHAN



FORM OF BID
(LETTER OF OFFER)

Bid Reference No. _____

Replacement of 60KVA DG set at SBP BSC D I KHAN

To: Gentlemen,

1. Having examined the Bidding Documents including Instructions to Bidders, Bidding Data, Conditions of Contract, Contract Data, Specifications, Drawings, Schedule of Prices and Addenda Nos. _____ for the execution of the above-named Works, we, the undersigned, being a company doing business under the name of and address _____ and being duly incorporated under the laws of Pakistan hereby offer to execute the subject works and remedy any defects therein in conformity with the said Documents including Addenda thereto for the Total Bid Price as stated in Volume-II: Schedule of Prices or such other sum as may be ascertained in accordance with the said Documents.
2. We understand that all the Schedules attached hereto form part of this Bid.
3. As security for due performance of the undertakings and obligations of this Bid, we submit herewith a Bid Security as specified in bidding documents **IB.13 “Bid Security”**
4. We undertake, if we qualify and our Bid is accepted, to commence the whole Works comprised in the Contract within stipulated time for completion as mentioned in the bidding documents.
5. We agree to abide by this Bid for the period of **180** days from the date fixed for opening the same and it shall remain binding upon us and may be accepted at any time before the expiration of that period.
6. Unless and until a formal Agreement is prepared and executed, this Bid, together with your written acceptance thereof, shall constitute a binding contract between us.
7. We undertake, if our Bid is accepted, to provide the Performance Security referred to in Conditions of Contract for the due performance of the Contract.
8. We understand that you are not bound to accept the most advantageous bid or any bid you may receive.
9. We do hereby declare that the Bid is made without any collusion, comparison of figures or arrangement with any other person or persons making a bid for the Works.

Dated this _____ day of _____, 2024

Signature _____ in the capacity of _____ duly authorized to sign bid for and on behalf of the _____ (name of Bidder)

(Name of Bidder in Block Capitals)

(Seal)

Address

Witness:

(Signature) _____

Name: _____

Address: _____

For Contractor

For SBP BSC D I KHAN



SCHEDULES TO BID INCLUDE THE FOLLOWING

1. Schedule A to Bid: Schedule of Prices
2. Schedule B to Bid: Qualification Information and Bid Evaluation Criteria
3. Schedule C to Bid: Specific Works Data
4. Schedule D to Bid: Works to be Performed by Subcontractors
5. Schedule E to Bid: Proposed Methodology/ Work Program of the Bidder
6. Schedule F: to Bid Integrity Pact

For Contractor

For SBP BSC D I KHAN



**SCHEDULE OF PRICES
(Financial Bid)**

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

For Contractor

For SBP BSC D I KHAN



TECHNICAL BID EVALUATION 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 furnished by the applicants. In this regard, Employer reserve the right to have site visit to verify the previous installation /work experience etc. The Employer may reject any application for any misrepresentation knowingly made by any applicant in, or pursuant to, their application 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

| S#. | Description | Annexure / Page # of attached Document |
|-----|---|--|
| 1.0 | Bid is un-conditional , conditional bids shall be rejected. | |
| 2.0 | Duly filled and signed Form of Bid . | |
| 3.0 | Bid Security is required as per clause IB-13.1. Bid Security in Original is to be attached with Technical Proposal. | |
| 4.0 | a. Name of Company b. Company Legal Status: (Tick Anyone and provide relevant documents) <u>In case of Individual / Sole Proprietor</u> <ul style="list-style-type: none"> • Copy of CNIC • Affidavit that firm is individual / Sole proprietor <u>In case of Associated of Persons (AOP)</u> <ul style="list-style-type: none"> • Partnership Deed • Any other relevant Document • No. of Partners • Nos. of partners along with CNIC <u>In case of (Pvt.) limited</u> <ul style="list-style-type: none"> • Copy of Article of Association / Memorandum • Form 29 • Form A • Nos of Directors along with copy of CNIC c. Contact details, <ul style="list-style-type: none"> • Telephone • Mobile No. • fax numbers(if any) • email address (if any) <ul style="list-style-type: none"> a) Postal Address | |
| 5.0 | Affidavit on non-judicial stamp paper of not being blacklisted , declared ineligible or debarred by any organization / department for corrupt or fraudulent practices. | |
| 6.0 | Bidder shall be held non-responsive if Bidder's name is found in Schedule-IV (https://nacta.gov.pk/proscribed-persons-2/) and list of organizations / Splinter Outfits https://nacta.gov.pk/proscribed-organizations/ notified by National Counter Terrorism Authority NACTA Pakistan. | |
| 7.0 | 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. | |



| | | |
|------|---|--|
| 8.0 | 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 & GST). | |
| 9.0 | Valid registration with Pakistan Engineering Council at least in Category C-6 or above with specialized categories of ME-03 & EE-04 . | |
| 10.0 | Minimum available Liquid assets of Rs.2.0 Million (Bank statements up to three months prior to the date of bid submission to be submitted as evidence showing required balance at any one instant or available Bank Credit Line facility during same period) | |
| 11.0 | The bidder must have completed two (02) projects of supply & installation of at least 50kVA Generator of minimum project value of Rs.5 Million each during last 05 years. (Copies of appropriate evidence must be furnished) . | |
| 12.0 | The bidder must be an Original Equipment Manufacturer (OEM) or OEM authorized agent in Pakistan and must possess valid OEM authorization letter for at least past 05 years. Documentary evidence must be attached with the bid. | |
| 13.0 | <u>Technical Compliance of offered equipment with Annexure A – Minimum Technical Requirements/Specification</u> The offered equipment must technically comply with standards and requirements mentioned in Section A of Annexure A, The bidders shall submit the technical brochure of the offered equipment and accessories. | |
| 14.0 | Acceptance of the Proposed Work Program as given in Schedule-E to Bid or submission of Work Program proposed by the bidder within overall project duration as mentioned in the Contract data. | |
| 15.0 | Evidence that the offered generator OEM authorized agent has support offices/work shop in Multan/ Peshawar/ Islamabad/Rawalpindi | |



SCHEDULE-C TO BID

SPECIFIC WORKS DATA

Location of Site:

SBP Banking Services Corporation, D I KHAN

Major Items of Contract:

The major components include below works but not limited to;

1. Supply of brand new Diesel Generator set of at least 60 KVA prime rating, 415V, 50 Hz, 3 Phase, 4 Wires, 1500 RPM, 0.8 pf suitable for operation at 50 degree Celsius and 90% relative humidity.
2. Installation, testing and commissioning of 60KVA generator including all power cables, control cables connection with DG sets and ATS.
3. Supply, installation & testing of earthing set comprising of Bore earthing up to 100 RFT depth.
4. Supply, installation, connection and commissioning of control cables 2.5 mm² 4 core cable wire PVC/PVC from Generator to ATS panel and configuration for automatic start during utility supply failure condition, complete in all respect
5. Continuous and Uninterrupted Management Services for new 60kVA Generator for 1 year as mentioned in Appendix-A

For Contractor

For SBP BSC D I KHAN



1. Location of Premises and Equipment:

| <u>Location</u> | <u>Equipment</u> |
|--|--|
| State Bank of Pakistan Banking Service Corporation, D I KHAN | Newly procured generator with all allied components such as ATS, control wiring, electrical breakers, magnetic contactors, batteries, relays, timers and switches and any other device or component operating in conjunction with above listed equipment including fuel tanks and fuel piping system of generator. |

2. Description of Services for Generator**a) Services for Technical Assistance on site:**

Continuous and uninterrupted presence for technical assistance is required in the electrical distribution room with following services:

- i. Attending to phone calls and responding as necessary.
- ii. Monitoring generator panel for abnormal amperes, voltages, frequency, noise, vibration or any other abnormal condition.
- iii. Monitoring and logging fuel quantities in fuel tanks for generator on daily basis
- iv. Reporting to Bank and Calling for external help in emergency situations and whenever necessary.
- v. Supervision of activities and liaison with the Bank's staff in emergency situations.
- vi. Maintaining a log of attendances and SOP's as required by the Bank.
- vii. Supervision of repair and servicing activities at Bank premises.
- viii. Removal and disposal of waste.
- ix. Maintain and operate generator during utility supply outages, testing and maintenance activities.
- x. Monitoring generator for abnormal temperature, pressure, amperes, voltages, frequency, noise, vibration or any other abnormal condition
- xi. Monitoring and maintaining of appropriate fuel, oil and coolant levels in generator daily and during running conditions
- xii. Checking and testing the generator for proper smooth services on daily basis
- xiii. Immediate attending of generator in case of emergency
- xiv. Registering of complaint to K-Electric in case of utility failure or phase reversal or any issue at utility side and follow-up for resolution of complaint.
- xv. Reporting to Contractor's supervisor or calling for external help in emergency situations and to report faulty parts or abnormal running condition.
- xvi. Cleaning the generator along with disposal of waste (used oil cans, coolant bottles etc.).
- xvii. Immediately attending to faults and defects in components or continuous services, and rectifying the same to facilitate smooth and uninterrupted services.
- xviii. Troubleshooting in case of defects, abnormal conditions and complaints. Calling for backup support if necessary to further troubleshoot and rectify the malfunction.
- xix. The periodical and preventive maintenance/service and corrective maintenance of the generator and allied equipment shall be carried out on daily/monthly/bi-annual/yearly etc and as per requirement basis and as per the service manuals of the manufactures.
- xx. The Service Provider shall complete the annual overhauling, maintenance, repairs and service during this period so that the generator are in full working order
- xxi. Provide assistance in emergency situations
- xxii. Provide assistance in troubleshooting or repair and rectification work.
- xxiii. Carry spare parts, tools or documentation between work sites.
- xxiv. Smooth and uninterrupted services for generator with Continuous inspection and monitoring.



- xxv. Resolution of fault of generator
- xxvi. Going off-site to bring in parts, material, documents or consumables as instructed by Contractor's supervisory staff.
- xxvii. Any other work assigned by the Bank

3. General

- a. A complete daily general Monitoring of the generator shall be carried out by the Service Provider who will immediately convey any abnormality in generator and Allied Equipment, as well as make immediate arrangements to set right such abnormalities. Moreover, Service Provider shall maintain related records and produce such records as and when required by the Bank.
- b. The Service Provider shall attend maintenance or repair work of the generator on priority basis and if required the maintenance services for rectification of equipment may be provided after office hours or on holiday(s) to set right the service, or at any time due to exigencies/ emergencies and will provide services for smooth working in the minimum possible time. The Service Provider shall inform the Bank well in advance about any maintenance/repair/service work scheduled to be done by the Service Provider after office hours or on holiday(s).
- c. A complete safeties monitoring of the generator and Allied Equipment 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.
- d. Routine maintenance will not be limited to the working schedule. The Service Provider must carry out other repair / maintenance, working & upkeep services as and when required so as to keep the generator and other Equipment in top running condition & the cost thereof will be deemed included in the quoted rates. No additional payment shall be made to the Service Provider if such work is performed after office hours or on weekends & holidays.
- e. A fitness certificate regarding performance and excellent condition of Generator and Allied Equipment, will be submitted by the Service Provider along with each monthly bill.
- f. 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.
- g. Service Provider must keep sufficient stock of running spare parts for immediate replacement to avoid interruption in smooth working.
- h. Service Provider will be responsible to troubleshoot and rectify the fault within 30 minutes and replace any faulty part from its own source. Cost of spare parts will be borne by the Bank subject to PPRAs rules. The Service Provider shall also be responsible for the complete periodical & preventive maintenance of the equipment, components and accessories including annual overhauling etc,
- i. The Service Provider shall immediately report to the Bank in case of any major fault in equipment on immediate basis and take necessary steps to rectify the fault.
- j. 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.
- k. Service Provider shall ensure uninterrupted services without any lapse as per Banks instructions.
- l. The Service Provider shall prepare and submit reports suggesting modification/service works for generator and Allied Equipment and/or processes to improve the performance of system for smooth working, if any.
- m. The Service provider shall take full responsibility to advise the Bank well in advance regarding the parts anticipated to be required for the maintenance purpose so that they may be procured well in time if not available in store. The complete list of such materials and parts required for quarterly/semi-annually and annual maintenance or overhauling shall be submitted by the service provider to the Bank before **two months** for their procurement.
- n. The service provider shall have the availability of imported and indigenous spare parts at its store. If any additional spare parts are required, the service provider will submit a list of the same to the Bank giving three months' time for procurement of the imported spare parts and four months' time for indigenous spare parts.
- o. The service provider must ensure the proper function of the generator. In case of unsatisfactory functioning or failure on account of the negligence of the service provider, of which the Bank shall be the sole judge, the Bank shall have the right to terminate this agreement by giving a one month written notice.
- p. In case any equipment or part or working fluid (oil, fuel or coolant) of the generator is damaged/destroyed/lost as a result of negligence on the part of the service provider of which the Bank shall be the sole judge, the service provider shall be liable to pay for rectification and to make good all such damages or losses at his own cost.
- q. Any defect or damages should have to be rectified by the Service provider at his own cost failing which the work will be executed through any other agency at service provider's risk and cost.

4. Service Hours and Schedule

For Contractor

For SBP BSC D I KHAN



- a) The following service execution schedule shall be followed:

| Sr. No. | Nature of Service | Execution Schedule |
|---------|---|---|
| 1. | Following Continuous and Uninterrupted Management Services for 60kVA generator at SBP BSC D I KHAN a. Round the Clock 24/7/365 Technical Assistance with Technical Support Services including Troubleshooting, Inspections, Preventive and Corrective Services | a. Round the clock 24/7 technical assistance (including Weekends and Holidays) Troubleshooting and preventive scheduled maintenance as per preventive and corrective maintenance requirement and requirements shared by Bank (including Weekends and Holidays) |

- b) The above-mentioned schedule may be changed as per requirement of Bank. The Service Provider shall follow the same pattern during the month of Ramadan or as may be required by the Bank from time to time.
- c) The Service Provider shall follow the general schedule given above for performing Services. However, the schedule shall not limit the Services Provider, and the Service Provider shall carry out such Services as and when required immediately to keep the generator and Allied Equipment in good running condition.
- d) The entire work shall have to be carried out as per the professional codes, best industry practices /instructions and in accordance with the service manuals of the manufacturer. The service provider shall not be allowed to sublet the work to any third party.
- e) Continuous services will be delivered on one Service Point for Round the Clock 24/7/365 Technical Assistance of New Generator with Technical Support Services including Troubleshooting, Inspections, Preventive and Corrective Services.
- f) The Service Provider shall be paid charges for the additional continuous and uninterrupted management services of the generator if requested in writing and as provided in the contract. However, no additional amounts will be paid on account of maintenance services which the service provider will perform as and when required to keep the generator and allied equipment in top condition.
- g) The periodical and preventive maintenance/service of the generator and allied equipment shall be carried out on daily/monthly/bi-annual/yearly etc. basis and as per the service manuals of the manufactures in presence of the Bank's representative and details of these shall be duly entered in the daily log sheets/book. The Service Provider shall complete the annual overhauling, maintenance, repairs and service during this period so that the generator are in full working order following service. Checklists and reports for the following services and any other required services as per OEM recommendations must be submitted to the Bank with their invoices.



Details of the Continuous Management Services (Operations):

Daily Maintenance & Service Schedule

- Clean the generator set, control panel and generator room.
- Check for fluid leakage and leaks in the exhaust system.
- Check the fuel tank level, fill as necessary.
- Check the engine oil and coolant levels, replenish as necessary.
- Check the battery electrolyte fill with distilled water as necessary.
- Check the battery connection and terminals make it clean and tight if necessary.
- Check for any abnormal noise and vibration after start of engine.
- Check the control panels (power wizard) for indication of operation, particularly abnormal temperature and oil pressure.
- Check the control panel for correct voltage and frequency: (400 L-L and 50 Hz)
- Observe the functioning of battery charger. (Batteries should maintain 22 V-dc)
- Check restriction indicator for air filters.
- Checking of generator on no load for 5 minutes and observe for any abnormality.
- Immediately report and take corrective measure in case of any abnormality/non-compliance of above check list.

Monthly Maintenance & Service Schedule

- Test and record coolant freeze protection and level. Add coolant as required
- Check the electrical boxes, panels and cabinets are properly enclosed and not damaged.
- Service the air cleaner, replace as required.
- Check and record specific gravity and voltage of each individual cell.
- Verify that battery caps vents are open.
- Observe the functioning of battery charger
- Check the battery connection and clean and tight if necessary
- Check battery electrolyte level and fill it with distilled water
- Clean the generator set, control panel and generator room
- Check for fluid leakage and leaks in the exhaust system
- Check the fuel tank level, fill as necessary
- Check the engine oil and coolant levels, replenish as necessary
- Check for any abnormal noise and vibrations after start of engine
- Check the control panel (Power Wizard) for indication of operation. Particularly abnormal temperature and oil pressure
- Check restriction indications for air filter
- Cleaning of fuel storage tank and Checking of flexible and rubber hose pipes
- Cleaning fuel and oil filters
- Check the control panel and correct voltage and frequency
- Check and clean the electric panel & ATS & Changeover panels installed at power house
- Check and clean the Gen set breakers
- Clean gensets canopies within in powerhouse

Check the gensets on-load

Semi Annually Maintenance & Service Schedule

- Test and record coolant freeze protection and level. Add coolant as required
- Check the electrical boxes, panels and cabinets are properly enclosed and not damaged.
- Service the air cleaner, replace as required.
- Check and record specific gravity and voltage of each individual cell.
- Verify that battery caps vents are open.
- Observe the functioning of battery charger
- Check the battery connection and clean and tight if necessary
- Check battery electrolyte level and fill it with distilled water



- Clean the generator set, control panel and generator room
- Check for fluid leakage and leaks in the exhaust system
- Check the fuel tank level, fill as necessary
- Check the engine oil and coolant levels, replenish as necessary
- Check for any abnormal noise and vibrations after start of engine
- Check the control panel (Power Wizard) for indication of operation. Particularly abnormal temperature and oil pressure
- Check restriction indications for air filter
- Cleaning of fuel storage tank and Checking of flexible and rubber hose pipes
- Cleaning fuel and oil filters
- Check the control panel and correct voltage and frequency
- Check and clean the electric panel & ATS & Changeover panels installed at power house
- Check and clean the Gen set breakers
- Clean gensets canopies within in powerhouse
- Clean bulk storage tanks (if necessary)
- Check hoses and pipes
- Change oil and fuel filters
- Check the gensets on-load

Annually Maintenance & Service Schedule

- Inspect and adjust rack on unit injector or fuel distributor pump according to manufacturer's instructions.
- Adjust governor for proper operating speed according to manufacturer's instructions.
- Flush cooling system and check hoses (if required).
- Tighten control and power wiring connections.
- Check the calibration of mechanical and electrical sensing relays/devices.
- Clean voltage regulator.
- Check generator bearings and bearing grease. Lubricate in accordance with manufacturer's instructions.
- Exercise the Emergency Power Supply System (EPSS) circuit breakers, including main and feed breakers between the Emergency Power Supply (EPS) and the transfer switch load terminals.
- Visually check bus bars, bracing, and feeder connections for cleanliness and signs of overheating.
- Perform other work prescribed by the manufacturer.
- Every 500 operating hours or as per manufacturer recommendation:
 - a. Check and adjust valve clearance.
 - b. Torque bolts.



GENERAL SPECIFICATIONS

1. GENERAL

- a. The Contract Specifications and Bills of Quantities are to be considered as supplementing each other to jointly define and describe the scope and quantum of work to be performed under the Contract.
- b. It is the intent of the Tender to call for finished work, tested, complete in all respects and ready for operation and performance as intended.
- c. The Contractor shall:
 - i. Undertake any and all small items of work not specifically called for, but required for completing the intended installations.
 - ii. Coordinate his work or adjust the same so as to avoid conflicts with Contractors / workmen of other trades involved in the Project.
 - iii. Shall plan and layout his work to best suit the site conditions.
 - iv. Seek prior approval of Employer/Consultant where any major deviation or additional work is involved.
 - v. Seek timely clarification from Employer/Consultant for any discrepancy noted between any drawings and specifications.
- d. Excavation and backfill for laying of cables underground or overhead as per BOQ, pipes etc. shall be done by Electrical Contractor and proper care shall be taken not to damage any existing installation. Provide necessary guard rails, barriers and warning lights, etc. while excavation is carried out. Schedule work in such a manner that excavations are open for a minimum period.
- e. All electrical devices or equipment located in damp locations or where exposed to the weather shall be of weather resistant type.

2. SCOPE OF WORKS

The work consists of supply of all material, qualified supervision, provision of manpower, all tools, installation material, test equipment, etc. The Contractor is also required to render all services and functions that are explicitly stated in the Contract or are, in general, implied on works of this nature and size.

The work shall broadly include but not be limited to the following key items:

- a. Dismantling and Shifting of existing generator within D I KHAN building premises
- b. Supply, Installation, testing and commissioning of 60KVA DG Set with allied works etc.
- c. Supply, installation, Testing and commissioning of New LV panel with termination of new and old LT cables for incoming and outgoings
- d. Earthing Works.
- e. Submission of fitness certificate and test report for installed equipment i.e. generator, cabling and panel etc.

The entire electrical installation works shall be carried out by licensed Contractor authorized to undertake such work under the provisions of the local electricity rules and having proven competence to perform works conforming to the specified standards.

3. STANDARDS

All works, equipment and materials shall conform to the specifications, recommended practices, official standards and codes, the non-restrictive list of which is given below.

- a. International Electro-Technical Commission (IEC)
- b. British Standards (BS)
- c. National Electric Code (NEC)

Whenever the electrical equipment to be installed does not hold national standards, the Contractor shall take into account the specific standards chosen by the Employer and make sure that the equipment he has to install meets these standards.

In any case, the standards and codes to be taken into consideration are those in force at the date of delivery. Wherever the latest standards and codes differ from Contract specifications, the higher specifications shall prevail.



4. EQUIPMENT AND MATERIALS

- a. All items required for installation under these Specifications shall be new without blemish or defect. Where no specific indication as to the type or quality of item is indicated, the item shall be furnished in accordance with the latest applicable Standards.
- b. It is the intent of these Specifications that wherever standards of a product are specified, and the terms, "Other Approved", or "Equivalent", or "equal", are used, the substituted item must conform in all respects to the specified items and approval from Employers be obtained for all such items. Performance and capacities as delineated in schedules and in the Specifications, shall be interpreted as minimum performance requirements.
- c. All items of one type shall be the products of one manufacturer.

5. CLEANING AND PROTECTION

- a. Store all materials and items in a manner that will maintain an orderly clean appearance and cover and protect them.
- b. Protect the complete work from damage throughout the Contract period.
- c. After completion of the project, clean the exterior surface of equipment and fixtures including concrete residue.
- d. Remove all dust, dirt and debris arising from the work included in the Contract and keep the area clean at all times.

6. OPERATION AND MAINTENANCE INSTRUCTIONS

Furnish three copies of manuals (one shall be in original) to the Employer in bound form containing data covering capacities, manufacturer's instructions and maintenance of operation of all equipment and apparatus.

7. APPROVAL OF WORK

All workmanship and material supplied under this Contract shall be approved by the Employer's Representative or the Consultant, who shall have the power to reject any items which in their judgment are not in accordance with the specifications and Contract.

8. TEST, ACCEPTANCE AND CERTIFICATES

- a. It is the Contractor's responsibility to ensure that all components of the system including the controls are operating satisfactorily before any of the work shall be considered completed.
- b. Test the installation for grounds and short circuits. Insulation resistance test shall be made on electrical equipment by using a 'Megger' of 500 Volts for circuits up to 250 Volts and 1000 Volts for circuits between 250 and 500 Volts. The insulation resistance of distribution boards, cables, etc. shall be as per IEC, IEEE, BSS and Pakistan Electricity Rules.
- c. If tests indicate in-adequate insulation resistance, corrections shall be made accordingly. Any defects or deficiencies discovered in any of the electrical work shall be promptly corrected. Corrective measures shall include dry-out procedure by means of heaters, if equipment is found to contain moisture. Where corrective measures are carried out, the insulation resistance readings shall be taken after the correction has been made and repeated twice at 12 hours' interval. The maximum range for each reading in the three successive tests shall not exceed 20% of the average value. After all tests have been made, the equipment shall be reconnected as required.
- d. After any equipment has been tested, checked for operation, etc., and is accepted by the Employer, the Contractor shall be responsible for the proper protection of that equipment so that subsequent testing of other equipment does not cause any damage to the already tested equipment.

9. GUARANTEES AND CERTIFICATES

All work shall be guaranteed to be free from defects. Where required by the Employer's Representative, the Contractor shall give such guarantees in writing. Any defective materials and workmanship shall be replaced or repaired by the Contractor as directed by the Employer's Representative during the maintenance period without any extra cost.



10. PAYMENT

No separate payment shall be made for work involved within the scope of this Section unless specifically stated in the Bill of Quantities or herein.

For Contractor

For SBP BSC D I KHAN



Minimum Technical Requirements/Specification**Section A - DIESEL GENERATOR SPECIFICATION**

| Sr.# | Category | Page No of attached document |
|------|---|------------------------------|
| 1. | DG Set Coupling Engine and Alternator must be imported in coupled form and load tested at manufacturer's works abroad, complying ISO 8528 standard. Undertaking/Documentary Evidence should be provided. Manufactured in 2023 or later. Copies of factory load test reports for the offered serial number must be submitted at time of billing. | |
| 2. | Spare Parts At least 5 years' availability of original genuine spares Undertaking from the generator agent testifying the availability of sizeable inventory of original consumable, support parts, overhauling and other spare parts for at least five years. Bank reserves the right to inspect and verify the above inventory | |
| 3. | Service Network Evidence that generator agent has their own support offices, work shop in Multan/Peshawar/Islamabad/Rawalpindi | |
| 4. | Capacity At least 60KVA prime rating at 50°C Ambient temperature. Brochure or data sheet clearly stating capacity, prime capacity and standards being complied with. | |
| 5. | Fuel consumption Not more than 11 liters per hour at 75% load for 60KVA DG set at prime rating Brochure or data sheet clearly stating fuel consumptions and standards being complied with calculation based on fuel (0.85 specific gravity) available in Pakistan | |
| 6. | Alternator Compliant with IEC 60034, BS 4999-5000 international standards. <ol style="list-style-type: none"> Brochure or data sheet clearly stating specifications of the alternator being used and standards being complied with. Power Factor @ Full Load 0.8, Voltage Regulation +/- 1%, Excitation = Self-Excited, Insulation = Class-H, IP-23 or above Make : 2023 or later | |
| 7. | Engine Compliant with ISO 3046, BS 5514 international standards. <ol style="list-style-type: none"> Brochure or data sheet clearly stating specifications of the engine being used and standards being complied with. Governor = Electronic, Governing Air & water cooled radiating system, Make: 2023 or later | |
| 8. | Canopy Sound proof /weatherproof attenuated canopy (local/imported make) with sound level of Up to 80 dBA @ 2m with 5-7m clearance required around the canopy complete in all respect as per ISO standards. <ol style="list-style-type: none"> Brochure or data sheet clearly stating the required specifications. | |
| 9. | Built-In Fuel tank capacity Not less than 150 liters' capacity or minimum 8 hours' operation at 75% rated load <ol style="list-style-type: none"> Brochure or data sheet clearly stating the required specifications | |
| 10. | Warranty At least 12 months from date of commissioning or 18 months from date of delivery at site, whichever comes earlier | |

For Contractor

For SBP BSC D I KHAN



1. Approval:

- 1.1. The contractor shall submit the technical submittals of material and drawings required for the works including but not limited to the items mentioned and shall arrange inspection and approval of the panels, equipment etc. before delivery to site.
- 1.2. The contractor shall arrange approval from regional electrical Inspector/ concerned authority for all Electrical Works.

2. Safety:

The bidder shall undertake due safety measures as required under the law or as per best engineering practices for works of this nature, including availability of safety shoes, gloves, helmets etc. for the workforce. The bidder shall ensure proper arrangement of first aid kit at the site. Under no circumstances, the Employer will be held liable for the negligence at the part of the bidder

3. Standards:

The equipment offered shall conform to the latest revision of relevant BS, IEC standards Diesel Generator Set shall be manufactured as per ISO 8528-3:2005, BS, IEC or international standards

4. Drawing & Documentation to Be Submitted by Successful Bidder after Award of Contract:

Following information and documentations in addition to what has been asked for in respective equipment specification shall be furnished by the successful bidder after award of contract for approval/reference/record of the Bank.

- 4.1. Electrical layout drawing showing location of equipment, cable routing, bus duct connections, water & fuel piping arrangement with fuel tank for DG Set, exhaust system etc.
- 4.2. Plan & Elevation drawing including sectional details.
- 4.3. Single Line Diagram showing rating of components, metering and protection for DG Panel/Distribution boards etc.
- 4.4. Earthing layout showing connections to DG set.
- 4.5. Modification of control schemes of existing DG panel/ panel with DG's if any.
- 4.6. Wiring Diagram.
- 4.7. Write-up on control philosophy for complete emergency electrical system containing starting & stopping sequence, interlocks, metering, annunciation etc.
- 4.8. All required drawings/documents/technical information required during various stages of works shall be submitted by the contractor as and when required by the Bank.
- 4.9. All drawings submitted by the Vendor/equipment supplier shall be in sufficient detail to indicate the type, size, general arrangement & foundation drawing, weight, the external connections, fixing arrangement required, the dimensions required for installation and interconnections with other equipment and materials, clearances and space required between various portions of equipment and any other information specifically requested.
- 4.10. The above document shall be furnished in 3 sets. The document shall be modified incorporating the comments indicated by Engineer In-charge and 3 sets of corrected documents shall be provided to the Bank.
- 4.11. 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.
- 4.12. The Contractor shall also provide and install, from designated electrical power supply point, all required cabling and accessories without cost to the Employer.
- 4.13. 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.
- 4.14. The Contractor shall also provide training to the staff of Employer regarding operation and maintenance of the equipment.

For Contractor

For SBP BSC D I KHAN



- 4.15. Prior to substantial completion date; the Contractor shall submit 3 copies of Operating and Maintenance Manuals for each DG set to the Employer/Engineer.

For Contractor

For SBP BSC D I KHAN



WORKS TO BE PERFORMED BY SUBCONTRACTORS

..... Sub-Contracting Not Allowed

For Contractor

For SBP BSC D I KHAN



SCHEDULE - E TO BID

Proposed Methodology/ Work Program

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;

For Example a template of such chart is annexed below;

PROJECT SCHEDULE
Supply, Installation, Testing and Commissioning of new 60KVA Diesel Generator Set at SBP-BSC, D I KHAN

| S.No | Duration (weeks) | Start Week | End Week | Activity | month 1 | month 2 | month 3 | month 4 | month 5 | month 6 | month 7 | month 8 | month 9 | month 10 |
|------|------------------|------------|----------|---|---------|---------|---------|---------|---------|---------|---------|---------|---------|----------|
| 1 | 2 | 1 | 2 | Technical Submittal | ■ | ■ | | | | | | | | |
| 2 | 2 | 3 | 4 | Review and approval | | ■ | ■ | | | | | | | |
| 3 | 4 | 5 | 8 | Placement of order | | ■ | ■ | ■ | ■ | | | | | |
| 4 | 2 | 27 | 28 | Site Mobilization | | | | | | | ■ | ■ | | |
| 5 | | | | Equipment Delivery | | | | | | | ■ | ■ | | |
| 5a | 24 | 9 | 32 | Generator | | | ■ | ■ | ■ | ■ | ■ | ■ | ■ | ■ |
| 5b | 2 | 27 | 28 | Control Cables | | | | | | | ■ | ■ | | |
| 5c | 2 | 27 | 28 | Earthing Material | | | | | | | ■ | ■ | | |
| 6 | | | | Site Works | | | | | | | | | | |
| 6a | 4 | 29 | 32 | Earthing Works | | | | | | | ■ | ■ | ■ | ■ |
| 6b | 4 | 33 | 36 | Generator Installation | | | | | | | | | ■ | ■ |
| 6c | 1 | 36 | 36 | Control Cabling | | | | | | | | | ■ | |
| 7 | 2 | 37 | 38 | Testing & Commissioning | | | | | | | | | | ■ |
| 8 | 1 | 39 | 39 | Deputation of Service Points for SLA/O&M Services | | | | | | | | | | ■ |
| 9 | 1 | 40 | 40 | Handling over of system | | | | | | | | | | ■ |

The above Key Performance Indicators should be taken into consideration by the bidder in order to execute the works.

Signatures:

Stamp



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.

For Contractor

For SBP BSC D I KHAN



SCHEDULE - F TO BID

(INTEGRITY PACT)

(On non-judicial stamp paper worth Rupees 100)

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

Contract No. _____ **Dated:-** _____
Contract Value: _____
Contract Title: _____

_____(name of Bidder)_____ hereby declares that it has not obtained or induced the procurement of any contact, right, interest, privilege or other obligation or benefit from State Bank of Pakistan - BSC(SBP BSC) or State Bank of Pakistan and its Subsidiaries through any corrupt business practice.

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

_____(name of Bidder)_____ 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, representation or warranty.

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

Notwithstanding any right and remedies exercised by SBP BSC in this regard, _____(name of bidder)_____ agrees to indemnify SBP BSC for any loss or damage incurred by it an 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 Bidder)_____ 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

Name of Buyer: _____(SBP BSC)_____

Signature:
(Seal)

Name of Supplier/Bidder: _____

Signature:

(Seal)



*Bidding Documents, Section-2, Part-1)***CONDITIONS OF CONTRACT****TABLE OF CONTENTS**

| <i>Clause No.</i> | <i>Description</i> |
|-------------------|---|
| 1. | General Provisions |
| 2. | The Employer |
| 3. | Engineer's/Employer's Representatives |
| 4. | The Contractor |
| 5. | Employer's Right |
| 6. | Employer's Risks |
| 7. | Time for Completion |
| 8. | Taking Over |
| 9. | Remedying Defects |
| 10. | Variations And Claims |
| 11. | Contract Price And Payment |
| 12. | Default |
| 13. | Risks And Responsibilities |
| 14. | Insurance |
| 15. | Resolution of Disputes |
| 16. | Integrity Pact |
| 17. | Code of Conduct |
| 18. | Overriding Effect |
| 19. | Specifications and Epilogues |
| 20. | Indemnification |
| 21. | Confidentiality |
| 22. | Independent Contractor |
| 23. | Materials obtained / discovered during excavation |
| 24. | Site clearance |
| 25. | Health Safety, Environment and Security |
| 26. | Utilities |
| 27. | Attendance of Meetings |
| 28. | First Aid facilities |
| 29. | Utility Lines |
| 30. | Others |



CONDITIONS OF CONTRACT

1. GENERAL PROVISIONS

1.1 Definitions

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

The Contract

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

Persons

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

Dates, Times and Periods

- 1.1.7 “Commencement Date” means the date within fourteen (14) days after the date the Contract comes into effect or any other date named in the Letter of Award.
- 1.1.8 “Day” means a calendar day
- 1.1.9 “Time for Completion” means the time for completing the Works as stated in the Contract Data (or as extended under Sub-Clause 7.3), calculated from the Commencement Date.

Money and Payments

- 1.1.10 “Cost” means all expenditure properly incurred (or to be incurred) by the Contractor, whether on or off the Site, including overheads and similar charges but does not include any allowance for profit.

Other Definitions

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



- 1.1.16 “Plant” means the machinery and apparatus intended to form or forming part of the Works.
- 1.1.17 “Site” means the places provided by the Employer where the Works are to be executed, and any other places specified in the Contract as forming part of the Site.
- 1.1.18 “Variation” means a change which is instructed by the Engineer/Employer under Sub-Clause 10.1.
- 1.1.19 “Works” means any or all the works whether Supply, Installation, Construction etc. and design (if any) to be performed by the Contractor including temporary works and any variation thereof.
- 1.1.20 “Engineer” means the Engineer in-charge to be nominated in Letter of Acceptance.
- 1.1.21 Letter of Acceptance means the formal acceptance of the Bid by the Employer
- 1.1.22 Contract Price means the sum stated in the Letter of Acceptance as payable to the Contractor for execution and completion of the Works.

1.2 Interpretation

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

1.3 Priority of Documents

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

1.4 Law

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

1.5 Communications

All Communications related to the Contract shall be in English/ Urdu language. A notice shall be effective only when it is delivered to the concerned party.

1.6 Statutory Obligations

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

2. THE EMPLOYER

2.1 Provision of Site

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

2.2 Permits etc.

The Employer shall, if required under law/ rules and requested by the Contractor, shall cooperate with the Contractor in applying and obtaining permits, licences or approvals etc. in context of the Contract.

2.3 Engineer’s/Employer’s Instructions



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

2.4 Approvals

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

3. ENGINEER'S/EMPLOYER'S REPRESENTATIVES

The Employer shall appoint a duly authorized person (The Engineer In-charge), to act for him and on his behalf for the purpose of this Contract. This authorised person shall be fully authorised with respect to the Works except the authority to approve the variations, issuance of suspension and termination notices and sanctioning of the payments to be made to the Contractor under the Contract.

4. THE CONTRACTOR

4.1 General Obligations

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

4.2 Contractor's Representative

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

4.3 Subcontracting

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

4.4 Performance Security

The Contractor shall furnish to the Employer within fourteen (14) days after receipt of Letter of Acceptance a Performance Security at the option of the bidder, in the form of Bank Draft or Bank Guarantee or an insurance company having at least AA rating from PACRA/JCR for the amount and validity specified in Contract Data.

4.5 Contractor's Equipment

The Contractor shall have to bring at site of works and maintain the minimum construction equipment required for execution of works at site. Proper record of all such equipment shall be maintained by the Contractor and made available to the Employer as and when asked to do so. Prior approval of the Employer will be required for demobilization/shifting of any tool and plant from the site of works under this Contract

4.6 Employer's Approvals

Contractor shall get approval of all the materials, fixtures and method statements well before the time from the Employer. The absence of supervisory staff or approvals or consent or comments from the Employer shall not affect the Contractor's obligations under the Contract.



4.7 Observance of Law

Contractor shall strictly follow the applicable labour laws, industrial relations acts, standing orders, ordinances, social security acts, employees' old age benefits acts; workmen's compensation acts etc. in their letter and spirit and indemnify the Employer against any claim, compensation or penalty in this regard. This is an independent contract and no employment relation exists between the contractor and the Employer.

5. Employer's Rights

Without prejudice to any other rights under the Contract and / or applicable law, Employer shall have following rights:

- i. The Employer reserves the right to change the scope of works during the executions of the Works; quantities of certain item(s) can be increased, decreased or absolutely deleted or substituted with some alternative item for which new rates shall be decided as per Clause-10.2.
- ii. The Employer reserves the right to reject a part or whole of the Works and hold any amount claimed by the Contractor against the items or Works for which, the prior approval of the samples was required by the Employer but was not obtained by the Contractor.
- iii. The Employer reserves the right to recover any amount from the payable amounts to the Contractor against any losses or damages incurred to the property, data, or persons of the Employer due to the Contractor or his workers negligence.
- iv. The Employer reserves the right to expel out any employee of the Contractor if found involved in a crime or illegal or unethical activities within or outside the Site.

The Contractor agrees that he shall have no right to claim any direct and / or indirect losses resultant of the above acts by the Employer.

6. EMPLOYER'S RISKS

6.1 The Employer's Risks

The Employer's Risks are:-

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

7. TIME FOR COMPLETION

7.1 Execution of the Works



The Contractor shall commence the Works on the Commencement Date as specified in the work order issued by the Employer and shall proceed expeditiously and without delay and shall complete the works within the time stipulated Contract Data observing all the time lines/target dates provided in the approved Work Program.

7.2 Work Program

The Contractor will have to prepare work program on the basis of Key Performance Indicators (KPIs) given in the Schedule-E to Bid or will submit work program its own assumption along with detailed justifications. Once the proposed Work Program has been approved by the Employer, it will have to be followed in letter & spirit.

Failure to perform according to the approved Work Program shall be considered as the Contractor's default and Employer reserves the right to invoke all or any remedy available in clause 12.

7.3 Extension of Time

The Contractor shall, within such time as may be reasonable under the circumstances, notify the Employer of any event(s) falling within the scope of Employer's Risks, or Early Warnings, or adverse ground conditions, force majeure not leading to Contract termination, or any instruction of the Employer to slow down the progress of works or change in the scope of Works by the Employer requiring additional time for completion of the Works as per the revised scope of Works, may request the Employer to extend the Completion Time reasonably. The Contractor must have to provide complete record of the circumstances on account of which extension of time is being applied along with an up-dated program/schedule in bar chart form for completion of the balance works. The Employer may evaluate the request lodged by the Contractor and extend the Completion Time. The decision of the Director/Head Engineering will be final & binding upon the Contractor.

It is being understood and agreed by the Contractor that the sole remedy for delay shall be extension in the time for performance of the Contractor's work, which extension shall not be subject to any valuation.

7.4 Late Completion

If the Contractor fails to complete the Works within the Time for Completion, the Employer without prejudice to any other rights under the Contract and / or applicable law shall deduct liquidated damages at rate as mentioned in the Contract Data.

8. TAKING-OVER

8.1 Completion

The Contractor shall notify to the Employer along with As-built Drawings and Inventory List to issue the Provisional Completion Certificate and take over the Works when he considers that the Works are completed.

8.2 Taking-Over Notice

Within 15 days after receipt of notice, the Employer shall issue a Provisional Completion Certificate to the Contractor and take over the Works if the Works are substantially complete as per the Contract and to the entire satisfaction of the Employer.

If the Works are not completed to the entire satisfaction of the Employer, the Employer will issue a detailed account of the balance or defective works to the Contractor within fifteen (15) days after receipt of notice from the Contractor to take over the whole or a part of the Works. In case of minor defects/ outstanding Works, the Employer at its sole discretion, may take over the Works and issue the Provisional Completion Certificate



after obtaining a written undertaking from the Contractor to rectify the punch list items/ outstanding Works during the Defects Liability period.

9. REMEDYING DEFECTS

9.1 Remediating Defects

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

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

9.2 Uncovering and Testing

The Contractor shall give not less than five days' notice in writing to the Engineer-in-charge of work before covering up or otherwise placing beyond the reach of measurement any work in order that same may be measured, and correct dimensions thereof be taken before same is covered or placed beyond the reach of measurement.

The Engineer-in-Charge shall check the Contractor's Work and notify the Contractor of any Defects if found. Such checking shall not affect the Contractor's responsibilities. The Employer may instruct the Contractor to search for a defect and to uncover/ or testing any work that the he considers may have a Defect

9.3 Failure to remedying Defects

Failure to remedy any defect(s) or complete the outstanding Works except the defects not attributable to the Contractor, to the entire satisfaction of the Employer within a notified time shall entitle the Employer to extend the defect liability period and / or carry out all necessary works at the Contractor's risk to cost in accordance with clause 12.

10. VARIATIONS AND CLAIMS

10.1 Right to Vary

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

10.2 Valuation of Variations

Variations shall be valued as follows:

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



Contractor's profit & overheads shall be up to 15% of the cost of labour & materials, cartage, etc. Taxes shall be considered as per actual rate while analyzing rates for any extra items. For valuation of variations and approval of rates for non-BOQ/extra items, the decision of the Director Engineering will be final & binding upon the parties.

10.3 Early Warning

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

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

10.4 Variation Procedure

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

11. CONTRACT PRICE AND PAYMENT

11.1 (a) Terms of Payments

The Employer shall verify these bills and payments shall be released to the Contractor within **thirty (30)** days after joint verification of the bill by the Employer & the Contractor and after deduction of retention money, applicable taxes or any such other sum determined by the Employer.

(b) Imbalanced Bid

In case of imbalanced bid (abnormally high/low rates than market/ Employer's Engineer's estimate) duly justified by the contractor, the payments against such running bills will be made by the employer up to 80% of the running bill after required deductions. The remaining amount will be settled at the time of final settlement upon completion of work to the satisfaction of the Employer.

11.2 Submission of Statements of Work Done/ Interim Bills

The Contractor shall submit the bills only after the payment against last or previously submitted bills has been made by the Employer.

a. 11.3 Mobilization Advance:

1. 15% to total Contract Price (excluding SLA) 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.

Each payment will be subject to deduction of taxes as per applicable laws

11.4 Retention Money

Retention money shall be paid by the Employer to the Contractor after the expiry of defect liability period, the remedying of notified defects and the completion of outstanding work, all as referred to in Sub-Clause 9.1.

If the Contractor fails to complete the Works and rectification of any defects as per the entire satisfaction of the Employer under Clause-09, this Retention Money and Performance Security will be withheld by the Employer and it shall be released after adjustment of any claims against the Contractor or cost of any defects corrected through other sources or Contractors at the risk to cost of the Contractor.

11.5 Final Payment

Upon issuance of Final Completion Certificate, the payments pertaining to the Works completed during Defects Liability Period and / or money as Retention Money shall be released as per sub-Clause-11.4 and the accounts for the contract shall be closed. The Employer shall release payments within sixty (60) days.

11.6 Currency

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

11.7 Mobilization Advance

If requested by the Contractor, an interest-free Mobilization Advance up to 15 % of the Contract Price stated in the Letter of Acceptance shall be paid by the Employer to the Contractor in two equal parts upon submission by the Contractor of a Mobilization Advance Guarantee for the full amount of the Advance in the specified form from a Scheduled Bank in Pakistan subject to approval of Director/Head Engineering Payments shall be made as per the following criteria;

- a) First part of the Mobilization Advance within twenty (20) days after verification of the approved/ legible Bank Guarantee from the issuing bank.
- b) Second part of the mobilization advance on arrival of required tools & plants and commencement of Works at site to the entire satisfaction of the Employer.

Mobilization Advance paid to the Contractor shall be recovered from the interim bills of the Contractor @ 15% of total amount of work done at site for the bill being processed till the time that whole of the amount of Mobilization Advance has been recovered.

11.8 Secured Advance

The Employer at his sole discretion may provide to Contractor Secured Advance against an indemnity bond acceptable to the Employer of such sum as the Engineer in charge may consider proper in respect

For Contractor

For SBP BSC D I KHAN



of non-perishable materials brought at the Site but not yet incorporated in the permanent Works subject to approval of Director/Head of Engineering, provided that:

- (a) The materials are in accordance with the Specifications for the permanent works;
- (b) Such materials have been delivered to the Site and are properly stored and protected against loss or damage or deterioration to the satisfaction of the Engineer in charge but at the risk to cost of the Contractor;
- (c) The Contractor's records of the requirements, orders, receipts and use of materials are kept in a form approved by the Engineer in charge, and such records shall be available for inspection by the Engineer in charge;
- (d) The Contractor shall submit with his monthly statement the estimated value of the materials on Site together with such documents as may be required by the Engineer in charge for the purpose of valuation of materials and providing evidence of ownership and payment therefore;
- (e) Ownership of such materials shall be deemed to vest in the Employer and these materials shall not be removed from the Site or otherwise disposed of without written permission of the Employer.
- (f) 60% of the purchase price of the item/material or 50% of tender price of the item/material whichever is lesser, after measuring the quantity & verification of the quality of materials at site by the Employer may be paid

The amount of Secured Advance against any item(s)/materials shall be recovered from the next three (03) bill of the Contractor in the form of three equal installments. The Employer reserves the right to recover all outstanding amount of the Secured Advance from very 1st bill of the Contractor submitted after release of the Secured Advance.

11.9 Changes in Taxes and Duties

If, after the date of submission of Bids, there occur changes in the taxes and duties which cause additional or reduced cost to the Contractor in the execution of the Contract, such additional or reduced cost shall be added to or deducted from the Contract Price accordingly. Decision of the Director/Head Engineering will be final & conclusive in this regard.

11.10 Price Adjustment

The amounts payable to the Contractor in respect of work done/work executed shall be adjusted in respect of the rise or fall in the cost of labor, materials, and other inputs to the Works, by applying to such amount the formula prescribed in this Sub-Clause.

(a) Other Changes in Cost

To the extent that full compensation for any rise or fall in costs to the Contractor is not covered by the provisions of this or other Clauses in the Contract, the unit rates and prices included in the Contract shall be deemed to include amounts to cover the contingency of such other rise or fall of costs.

(b) Adjustment Formula

The adjustment to the monthly statements in respect of changes in cost shall be determined from the following formula:-

$$P_n = A + b \frac{L_n}{L_o} + c \frac{M_n}{M_o} + d \frac{E_n}{E_o} + \dots$$

Where:

P_n is a price adjustment factor to be applied to the amount for the payment of the work carried out in the subject month, determined in accordance with Paragraph 11.10 (a), and with Paragraphs 11.10 (b) and (c), where any variations and daywork are not otherwise subject to adjustment;

A is a constant, specified in Appendix-A to Bid, representing the nonadjustable portion in contractual payments;



b, c, d, etc., are weightages or coefficients representing the estimated proportion of each cost element (labour, cement and reinforcing steel etc.) in the Works or Sections thereof, net of Provisional Sums and Prime Cost; the sum of A, b, c, d, etc., shall be one;

Ln, Mn, En, etc., are the current cost indices or reference prices of the cost elements for month “n”, determined pursuant to Sub-Clause 11.10 (d), applicable to each cost element; and

Lo, Mo, Eo, etc., are the base cost indices or reference prices corresponding to the above cost elements at the date specified in Sub-Clause 11.10(d).

(c) Sources of Indices and Weightages

The sources of indices shall be those listed in Appendix-A to Bid, as approved by the Engineer. As the proposed basis for price adjustment, the Contractor shall have submitted with his bid the tabulation of Weightages and Source of Indices if different than those given in Appendix-A to Bid, which shall be subject to approval by the Engineer.

(d) Base, Current, and Provisional Indices

The base cost indices or prices shall be those prevailing on the day 28 days prior to the latest date for submission of bids. Current indices or prices shall be those prevailing on the day 28 days prior to the last day of the period to which a particular monthly statement is related. If at any time the current indices are not available, provisional indices as determined by the Engineer will be used, subject to subsequent correction of the amounts paid to the Contractor when the current indices become available.

(e) Adjustment after Completion

If the Contractor fails to complete the Works within the Time for Completion prescribed under Clause 7, adjustment of prices thereafter until the date of completion of the Works shall be made using either the indices or prices relating to the prescribed time for completion, or the current indices or prices, whichever is more favorable to the Employer, provided that if an extension of time is granted pursuant to Clause 7.3, the above provision shall apply only to adjustments made after the expiry of such extension of time.

12. DEFAULT

12.1 Default, Termination of the Contract and Compensation to the Employer

(a) Default by the Contractor:

If the Contractor abandons the Works, delays abnormally, or misses the target dates mentioned in the approved Work Program or refuses or fails to comply with a valid instruction of the Employer, or if Contractor materially or consistently breaches the Contract, the Employer may give a notice under this sub-clause stating the default. If the Contractor has not taken practicable steps to remedy the default or cover up the backlog within fifteen (15) days after receipt of the Employer’s notice, the Employer may by serving a second notice within twenty five (25) days, terminate the Contract asking the Contractor to demobilize from the Site leaving behind the Equipment required for completion of the outstanding Works at risk & cost of the Contractor or the Employer may deploy extra resources to cover up the backlog at the risk & cost of the Contractor. The decision of the Director/Head Engineering will be final and conclusive in this regard.

(b) Default by the Employer:

If the Employer fails to pay in accordance with the Contract, or is, despite a written complaint, in breach of the Contract, the Contractor may give a notice under this sub-clause stating the default.



If default is not remedied within fifteen (15) days by the Employer after receipt of the notice, the Contractor may suspend execution of all parts of the Works. If the default is not remedied within thirty (30) days after receipt of first notice, the Contractor may serve a second notice within thirty (30) days and terminate the Contract and demobilize from the Site.

(c) Employer's sole discretion:

The Employer shall be entitled to terminate the Contract, at any time for the Employer's convenience, by giving notice of such termination to the Contractor. The termination shall take effect within 15 days after the Contractor receives the notice.

(d) Insolvency:

If either part is declared (or is likely to be declared) insolvent under any applicable law, the other party may terminate the Contract by serving a notice immediately. The Contractor shall demobilize from the Site leaving behind the Equipment required for completion of the outstanding Works in case of Contractor's insolvency.

(e) Criminal/ Offensive act by the Contractor or his employees:

If the Contractor or any of his employees commits a serious crime within the premises of the Employer which can result in police action under Penal Code Act of Pakistan, the Employer may terminate the Contract by serving a notice to the Contractor and the Contractor shall demobilize from the Site leaving behind the Equipment required for completion of the outstanding Works at the risk & cost of the Contractor.

(f) Actions in case of failure of the Contractor:

If the Contractor fails to complete the Works even when the amount of Liquidated Damages has reached to the maximum fixed limit or the Contractor abandons or suspends the Works, or commits breach of the terms & conditions of the Contract, the Contractor or any of his employees commits a serious crime within the premises of the Employer which can result in police action under Penal Code Act of Pakistan or in any case in which the contractor shall have rendered himself liable to pay compensation/liquidated damages, the Director/Head Engineering whose decision shall be final & conclusive, without prejudice to any other right or remedies, shall have power to adopt all or any of the following courses as he may deem best suited to the interest of the Employer;

- i. To rescind the Contract (of which the rescission notice in writing to the Contractor under the hand of Director/Head Engineering shall be conclusive evidence) and in which case the retention money and Performance Security of the Contractor shall be forfeited and be absolutely at the disposal of the Bank;
- ii. To employ labour paid by the Employer and to supply materials to carry out the Works or any part of the Works, debiting the Contractor with the cost of all labour and the price of the materials (of the amount of which cost and price a certificate of the Director/Head Engineering shall be final & conclusive against the Contractor) and crediting him with the value of the work done in all respects in the same manner and at the same rates as if it had been carried out by the Contractor under the terms of this Contract; the certificate of the Director/Head Engineering as to the value of the work done shall be final and conclusive against the Contractor;
- iii. To measure up the works of the Contractor and to take such part thereof as shall be as shall be un-executed out of his hands and give it to another contractor to complete, in which case any expenses which may be incurred in excess of the sum which would have been paid to the original Contractor, if the whole had been executed by him (of the amount of which excess the certificate in writing of the Director/Head Engineering shall be final and conclusive) shall be borne and paid by the original Contractor and may be deducted from any money due to him by the Bank under the Contract or otherwise, or from his retention money or the proceeds of sale thereof or sufficient part thereof;
- iv. If any of the above courses being adopted by the Director/Head Engineering, the Contractor shall have no claim to compensation for any loss sustained by him by reasons



or his having purchased or procured any materials, or entered in to any engagements or made any advances on account of, or with a view to the execution of the works or the performance of the Contract. And in case the Contract shall be rescinded under the provisions aforesaid, the Contractor shall not be entitled to recover or be paid any sum for any works theretofore actually performed under this Contract unless and until the Director/Head Engineering will have certified in writing the performance of such works and the value payable in respect thereof and he shall be only be entitled to be paid the value so certified.

- v. In case of Contractor's failure to perform in line with the agreed terms & conditions laid down in the contract, the Employer may blacklist the Contractor for future opportunities at the Employer as per clause 18.2 and decision of the Director/Head Engineering will be final & conclusive. As per Public Procurement Rule-19, the Contractor will be accorded adequate opportunity of being heard.

(g) Payments upon Termination

In case of termination by the Employer, the Contractor shall be entitled to payment of the unpaid balance of the value of the Works executed only after adjustment of any sums to which the Contractor is entitled and any sums to which the Employer is entitled including recovery of all recoverable advance payments,. No payment shall be made against the leftover materials, machinery, plants etc. brought by the Contractor and against his demobilization. If the total amount already released by the Employer exceeds any payment due to the Contractor, the difference shall be a recovered from the balance payable amounts or the Retention Money along with the performance Security.

13. Warranty

- 13.1 The Contractor 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 Contractor 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's specifications) or from any act or omission of the Contractor, that may develop under normal use of the supplied goods in the conditions prevailing in the country of final destination.
- 13.2 If the Contractor, having been notified, fails to remedy the defect(s) within a reasonable period, the Employer may proceed to take such remedial action as may be necessary, at the Contractor's risk and expense and without prejudice to any other rights which the Employer may have against the Contractor under the Contract.

14. RISKS AND RESPONSIBILITIES

14.1 Contractor's Care of the Works

From the Commencement Date until the completion of Works and issuance of Completion Certificate or Termination by the Employer, the risks of loss or damage to Works, personal injury, death, and loss of or damage to property of the Employer due to the negligence of the Contractor, his employees, associates, sub-contractor, assigns etc. all such risks are Contractor's risks. The Contractor shall have to make good all damages/losses to the Employer after receiving written notice from the Employer.

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



14.2 Force Majeure

If the Contract is frustrated by a force majeure, like the outbreak of war, civil commotion, and insurrection or by any other event entirely outside the control of either the Employer or the Contractor, the Employer shall certify that the Contract has been frustrated and is being terminated. If an event of force majeure continues for a period of sixty (60) days, the Contractor can also give a notice of termination. The Contractor shall stop work as quickly as possible after receiving contract frustration certificate from the Employer and shall be paid for all work carried out or services rendered before the frustration/ termination of the Contract and for any work carried out afterwards to which a commitment was made including the cost of materials and plants reasonably delivered to the Site, after adjustment of any sums to which the Contractor is entitled as per the Contract, and cost of his demobilization after recovery of all recoverable advance payments made by the Employer or the sums to which the Employer is entitled. If the reason ceases to exist, the Parties can recommence the performance of the Contract under the original terms & conditions if mutually agreed.

15. INSURANCE

15.1 The Contractor shall on joint name of employer and Contractor procure a contractor's all risks of physical loss or damage insurance policy, covering all risk to Works, third party, and all risks of physical loss to labour or damage caused to the Contractor's plants, equipment, materials and any other asset(s) belonging to the Contractor.

Insurance Policy shall cover the damages to the structure, stores if supplied by the Employer caused by fire, including lightening, riots, strikes, storm, cyclones, flood, earthquake, theft, etc.

15.2 Default

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

16. RESOLUTION OF DISPUTES

16.1 If any dispute arises between the parties (Contractor & the Employer), the matter shall be referred to the Director/Head Engineering who will examine the matter in detail and give the decision which will be final & binding upon the parties.

16.2 In case the Contractor believes that the decision of the Director/Head Engineering was not in line with the Contract or it is prejudiced, and he does not accept the same, he may give a notice of dissatisfaction under this sub-clause within 15 days of the decision of the Director/Head Engineering. If no notice is given within this time, the decision of Director/Head Engineering shall be final and binding upon the Parties.

16.3 In case a dissatisfaction notice is given by the Contractor, the matter may be referred to a neutral Adjudicator appointed after mutual agreement within 15 days after the notice of dissatisfaction. Failing to agree upon Adjudicator name within the specified time will result in finality of the Director/Head Engineering's decision which will become binding upon the parties.

16.4 If required under any circumstances, the matter may be referred to arbitration under the Arbitration Act 1940 (Act No. X of 1940) and rules made there under and any statutory modifications thereto. Arbitration Proceedings shall be held at the place mentioned in the Contract Data.



17 INTEGRITY PACT

If the Contractor or any of his Sub-Contractors, agents or servants is found to have violated or involved in violation of the Integrity Pact signed by the Contractor as Schedule-F to his Bid, then the Employer shall be entitled to:

- (a) recover from the Contractor an amount equivalent to ten times the sum of any commission, gratification, bribe, finder's fee or kickback given by the Contractor or any of his Sub-Contractors, agents or servants;
- (b) Terminate the Contract; and
- (c) Recover from the Contractor any loss or damage to the Employer as a result of such termination or of any other corrupt business practices of the Contractor or any of his Sub-Contractors, agents or servants.

On termination of the Contract under Sub-Para (b) of this Sub-Clause, the Contractor shall demobilize from the Site leaving behind Contractor's Equipment which the Employer instructs, in the termination notice, to be used for the completion of the Works at the risk and cost of the Contractor.

18. CODE OF CONDUCT

18.1 It is the Employer's policy to Contractors observes the highest standards of ethics during the procurement and execution of such contracts. In pursuit of this policy, the Employer follows, inter alia, the instructions contained in PPR-2004 which defines:

"corrupt and fraudulent practices" includes the offering, giving, receiving, or soliciting of anything of value to influence the action of a public official or the supplier or Firm/Company in the procurement process or in contract execution to the detriment of the procuring agencies; or misrepresentation of facts in order to influence a procurement process or the execution of a contract, collusive practices among Consultant/ Service Providers (prior to or after Proposal submission) designed to establish bid Prices at artificial, non-competitive levels and to deprive the procuring agencies of the benefits of free and open competition and any request for, or solicitation of anything of value by any public official in the course of the exercise of his duty;"

18.2 Under Rule-19 of PPR-2004, "The Employer can inter alia blacklist bidders found to be indulging in corrupt or fraudulent practices. Such barring action will be duly publicized and communicated to the PPRA. Such matters would be referred to the Blacklisting Committee that is empowered to take action accordingly:

| NATURE OF OFFENSE / FAULT | MEANS OF VERIFICATION |
|----------------------------------|--|
| Corruption | Actual instance verifiable as per law of land and applicable rules and regulations of SBP |
| Deviation from commitment | If the bidder deviates from its prior commitment or declaration made regarding the bid or proposal submitted by the bidder. |
| Fraud | Cross verification of documentary undertakings submitted by Contractor/ Bidder/Consultant/Supplier |
| Collusion | Results of Bid/Proposal analysis resulting in substantive evidence of collusion |
| Performance Deficiencies | Documented evidence in form of performance deficiencies not suitably responded or defended by Contractor/ Bidder/ Supplier/ Consultant |

However such barring action shall be undertaken only after Contractor who is to be barred and blacklisted shall be accorded adequate opportunity of being heard. Decision of Blacklisting Committee of SBP BSC will be final and conclusive.

18.3 The receipt for any money paid by the bidders will not be considered as any acknowledgement of payment to the Contractor unless such receipt is signed by a duly authorized officer of the

For Contractor

For SBP BSC DI KHAN



Employer and Contractor shall be solely responsible for seeing that a proper receipt is provided.

18.4 Attention of bidders is drawn to Rule-32 of PPR-2004 whereby they are required to identify any discriminatory and difficult conditions, introduced by Employer which discriminates between bidders or that is considered to be met with difficulty. In ascertaining the discriminatory or difficult nature of any condition reference shall be made to the ordinary practices of that trade, manufacturing, construction business or service to which that particular procurement is related. However in certain conditions Employer may describe exceptions or preferences consistent with Rule-4 of PPR-2004.

18.5 Employer's policy requires that selected Contractor shall provide professional, objective, and impartial advice and services and at all times hold the Employer's interests paramount, strictly avoid conflicts with other assignments or their own corporate interests and act without any consideration for future work. Bidders have an obligation to disclose any situation of actual or potential conflict that impacts their capacity to serve the best interest of the Bank, or that may reasonably be perceived as having this effect. Failure to disclose said situations may lead to the disqualification of the bidder and termination of contract arising out of this procurement

18.6 Without limitation on the generality of the foregoing, Contractors and any of their affiliates, shall be considered to have a conflict of interest and shall not be recruited, under any of the circumstances set forth below:

- a) A Contractor that has been engaged by the Employer to provide goods, works or services other than consulting services for a project, and any of its affiliates, shall be disqualified from providing consulting services related to those goods, works or services. Conversely, Contractor hired to provide consulting services for the preparation or implementation of a project, and any of its affiliates, shall be disqualified from subsequently providing goods or works or services other than consulting services resulting from or directly related to the firm's consulting services for such preparation or implementation.
- b) A Contractor (including its Personnel and Sub-Contractor(s) or any of its affiliates shall not be hired for any assignment that, by its nature, may be in conflict with another assignment of the Contractor to be executed for the same or for another client.
- c) A Contractor (including its Personnel and Sub-Contractor(s) that has a business or family relationship with a member of the Bank's staff who is directly or indirectly involved in any part of (i) the preparation of the specifications of the goods, (ii) the selection process for such assignment, or (iii) supervision of the Contract, may not be awarded a Contract, unless the conflict stemming from this relationship has been resolved in a manner acceptable to the appropriate authority of the Employer.
- d) Bidders shall not recruit or hire any agency or current employees of the Bank. Recruiting former employees of the Employer or other civil servants to work for the bidders is acceptable provided no conflict of interest exists. When the Contractor nominates any government employee as Personnel in their bid, such Personnel must have written certification from their government or employer confirming that they are on leave without pay from their official position and allowed to work full-time outside of their previous official position. Such certification shall be provided to the Employer by the Contractor as part of bid.

19. OVERRIDING EFFECT OF PPR-2004

Whenever in conflict with these documents the stipulations of PPR-2004 (Public Procurement Rules-2004) shall prevail.

20. SPECIFICATION EPILOGUES

- a. The Work(s) contemplated under the Contract, shall be constructed, completed and guaranteed, strictly conforming to and in accordance with the stipulated specifications for execution of such



works, providing of materials/services and etc. as provided in the Contract Documents and or as directed by the Employer.

- b. In the event of missing / non-availability of particular specification (s) applicable to or to govern the execution of such item(s) of works/ contract hereof, having no effect or bearing upon the rate/price or valuation of the contract, all material, fabrication, execution and testing thereof shall conform to the applicable standards, codes/specifications contained in the following list to equivalent applicable standard and specifications established and/or as approved in the country of manufacture or supply:

| | |
|--------|--|
| ASTM | American Society of Testing Materials |
| AASHTO | American Association of State Highway and Transportation Officials |
| AWWA | American Water Works Association |
| ASME | American Society of Mechanical Engineers |
| AISC | American Institute of Steel Construction |
| ASA | American Standards Association |
| AWS | American Welding Society |
| BSS | British Standard Specifications & Materials) |
| PSI | Pakistan Standards Institute |

- c. All quality control and related tests (if required) shall be carried out in accordance with applicable standards and codes. The cost in this regard shall be borne by the Contractor.

21. SILENCE OF SPECIFICATIONS

The apparent silence of the specifications, plans, or other contract documents as to any detail or the apparent omission from them of a detailed description concerning any point, shall be regarded as meaning that only the best generally accepted practice is to be used. All interpretations of the specifications will be made by the Engineer on this basis.

22. REMOVAL OF UNACCEPTABLE AND UNAUTHORIZED WORK

All work which, as determined by the Engineer or Engineer In-charge, does not conform to the requirements of the Contract and results in an inferior or unsatisfactory product, will be considered unacceptable. Unacceptable Work, whether the result of poor workmanship, use of defective materials, damage through carelessness or any other cause, found to exist prior to the final acceptance of the Work, shall be removed or replaced at the Contractor's expense.

No work shall be done without lines and grades having been approved by the Engineer. Work done contrary to the instructions of the Engineer, Work done beyond the lines shown on the plans, or as given, except as herein specified, or any extra work done without authority, will be considered as unauthorized and will not be paid for under the provisions of the Contract. Work so done may be ordered removed or replaced at the Contractor's expense.

Upon failure on the part of the Contractor to comply forthwith with any order of the Engineer, made under the provisions of this article, the Engineer will have authority to cause unacceptable Work to be remedied or removed and replaced and unauthorized Work to be removed and to deduct the costs from any moneys due or to become due the Contractor

23. The Contractor shall be liable & indemnify the Employer

Contractor shall be exclusively liable for and shall indemnify and hold harmless the Employer, its agents and employees from:

- a. Making good all losses arising out of the Contractor's negligence or breach of the Contract. The Employer shall determine the amounts of such losses/ damages and the Contractor hereby expressly waives his all or any right to change or challenge the same. The Contractor shall



have to make good all such losses/ damages within time frame specified in the Notice, to the entire satisfaction of the Employer after receiving written notice from the Employer.

- b. All losses arising from the automatic transfer of employment of Contractor's and its sub-contractor's employees to premises or any third party on the expiry or termination of the Contract including, in relation to the employees:
 - i. All liabilities in respect of their employment before or after the expiry or termination of the Contract and
 - ii. The costs of terminating their employment and any claims arising there from.
- c. Any tax, government duties, insurance contributions (employee and employer) and or social security contributions in respect of Contractor (in the case of an individual) or any employee or sub-contractor of Contractor together in each case with any interest, fines or penalties thereon.
- d. Save for the willful or deliberate breach of its obligations under the Contract or, as set out above, neither party shall be liable for any consequential or indirect loss or damage.
- e. All payments to his staff and other hired persons, sub-contractors or assigns during the currency of this Contract or after its expiry/ termination. The Employer shall have no relation, in whatsoever way, with such employees or persons recruited, hired or contracted by the Contractor and all these persons shall always be treated as the employees of the Contractor.
- f. Any claims of his own, of his employees or ex-employees, or associates, or their heirs whether against the Contractor, other contractors working within the same premises or any other person, regarding deals made at personal level by the staff or personal matters or deals carried out as a company, in whatsoever form, manner or capacity.
- g. Any Government Permits, Licenses, etc. that may be required for performing the Works contemplated under the Contract.
- h. All claims of compensation by an employee, his family or legal heirs or any other agency, autonomous body, any NGO or government department, arising from injury, disability, ill health or death of any of his employees during the currency or expiry of this Contract while performing any services under this Contract or any claim regarding the medical care or treatment expenses submitted by the employee or ex-employee of the Contractor or their legal heirs.
- i. In case any claim of compensation, expense in whatsoever form is to be paid by the Employer under any law of the land, the same amount shall be deducted from the Contractor's payable amounts/retention money.
- j. Full cost and responsibility for his employees/ staff, under no circumstances, whatsoever, shall the Contractor or its employees shall be regarded as the Employer's employees, and there would be no employer / employee relationship between them and the Employer.

24. Confidentiality

Except with the consent in writing of the Employer, Contractor shall keep strictly confidential and not make use of any confidential information supplied by the Employer other than to perform this Contract, and shall impose the same obligations on its employees and other third parties (including sub-contractors).

25. Independent Contractor

The Contractor including all his employees, sub-contractors, associates, assigns or his legal heirs shall at all times function and be regarded as independent contractor and not as an agent of the Employer and neither the Contractor nor its employees, sub-contractors, associates, assigns or his legal heirs shall have the right to represent or bind the Employer to any third person including any department or agency of Government or any other authority in any manner, whatsoever.

26. Materials Obtained/Discovered during excavation

Materials obtained from excavation will be the property of the Employer. Serviceable materials & treasures etc. found shall have to be stacked/stored at the location designated by the Employer. All rubbish/un-wanted materials/debris shall have to be disposed of by the contractor in line with the directions of the Employer & municipal regulations.

27. Site Clearance at completion

On completion of the project/works or at some earlier stage as desired by the Employer, the contractor shall remove all temporary structures, dumpsites, debris, surplus materials, etc. and fill up all trenches etc. made during the execution of the works. The contractor will have to secure a site clearance certificate from the Employer and attaché the same with his final bill. In case the contractor fails or refuses to do



so, the Employer reserves the right to get it done through the other sources/contractors and deduct/recover the expenditure so occurred from the bills or retention money **along with the Performance Security submitted at the time of bid opening** of the contractor. In this regard, the decision of the Director/Head Engineering will be final & conclusive.

28. Health, Safety, Environment and Security (HSE&S)

- a. The Contractor shall comply with all statutory and regulatory requirements related to Health, Safety, Environment & Security (HSE&S) as well as Employer's applicable rules, procedures or policies related thereto at no additional cost to the Employer. The costs of supplying and/or doing all such things required for the purpose shall be deemed to be included in the amounts payable under this Agreement to the Contractor.
- b. The Employer shall periodically audit the Contractor's compliance with its HSE&S policies and conduct safety inspections as and when it deems fit. The Contractor shall ensure that Employer's recommendations in this regard are implemented without any delay.
- c. The Contractor shall provide the Employer information about its working practices, materials and equipment and shall operate in a manner which does not compromise Employer's security or environment standards and the safety and health of its employees and other people. Contractor shall also provide the Employer with any information which it may have related to a potential or actual security threat to the Employer.
- d. The Contractor shall certify in writing that its personnel are fully trained to execute the Works safely and shall ensure that they understand all risks and hazards associated with the Works. The Contractor shall keep records of such trainings.
- e. The Employer reserves the right to terminate this Contract without notice to the Contractor in the event of violation of this Clause by the Contractor and related HSE&S requirements of the Employer communicated to the Contractor from time to time.
- f. The Contractor shall pay special attention to the following environmental protection measures;
 1. Use of clean fuels to minimize air polluting emissions.
 2. Control of other air pollutants.
 3. Recovery and recycling of usable materials.
 4. Control of vehicle noise.
 5. Control of noise from power facilities.
 6. Limitation of Vibrations.
 7. Preservation of natural land to the extent possible.
 8. Preservation of archaeological Sites.
 9. Careful handling, storage and utilization of hazardous radioactive materials, toxic chemicals etc.

29. Electric Power Supply, Water supply, Telephone etc.

Water for construction purposes will be provided by the Employer. Electricity will be provided by the Employer for all minor equipment & tools. Expense regarding the required cables/wires and sub-meters, switches etc. shall have to be borne by the Contractor. The Contractor shall make his own arrangement at his own expenses for the telephone & fax etc. at the Site of Works. If these facilities are to be provided by the Employer at the request of the Contractor, the Contractor shall have to pay the bills/ expenses as per mutually agreed terms & conditions at that time. Hutting/ tenting etc. for the workers or storage of the materials of the contractor shall be the responsibility of the contractor.

30. Attendance of Meetings

The Contractor shall attend all meetings along with his authorized representative(s) when called by the Employer to discuss the quality and progress of Works, site matters and other matters related to the Contract, without any compensation from the Employer. The Contractor may ask the Employer to call a joint meeting to review the pending issues and decisions or to discuss any other matters, factors or aspects in context of the Contract. The minutes of meetings may be recorded and circulated amongst the participants for compliance.

31. First Aid Facilities

The contractor shall provide his staff with free first-aid facilities and treatment at the premises and shall, for this purpose, keep a properly equipped first aid kit at the premises.



32. Utility Lines

The Contractor shall conduct his operations, make necessary arrangements, take suitable precautions and perform all required work incident to the protection of and avoidance of interference with power transmission, telegraph, telephone and natural gas lines, oil lines, water and sewerage mains and other utilities within the areas of his operations in connection with this Contract and the cost thereof shall be borne by the Contractor and the Contractor shall save harmless and indemnify the Employer in respect of all claims, demands, proceedings, costs, charges and expenses whatsoever arising out of or in relation to any such interference.

33. Other

- a. The terms and conditions and the Schedules thereto of this Contract represent the entire agreement and understanding between the Employer and the Contractor, in relation to the subject matter hereof and supersede all previous agreements and/or understandings between the parties in relation thereto.
- b. If any provision of the Contract is found by any court or competent authority to be invalid, unlawful or unenforceable, that provision shall be deemed not to be a part of the Contract and it shall not affect the enforceability of the rest of the Contract.
- c. Unless expressly provided, no term of this Contract is enforceable by any third party.
- d. This Contract is personal to Contractor and Contractor shall not assign or subcontract any of its rights or obligations under it without Employer's prior written consent. Any subcontracting shall be on terms consistent with these Conditions for the benefit of an enforceable by the Employer and Contractor shall remain liable for the subcontractor's acts and omissions and the Contractor's complete performance.
- e. The Contract shall be governed by the laws of Pakistan and Contractor and the Employer agree to submit to the exclusive jurisdiction of the courts in Pakistan.

34 Beneficial Ownership information

For works worth Rs.50M or above, the bidder shall provide Beneficial Ownership information on the prescribed Form. Failure to provide the required information of the beneficial ownership by the company or submission of false or partial information, the procuring agency shall:

- i. Blacklist the said company in accordance with rule 19(1)(a) of Public Procurement Rules, 2004,
- ii. Reject the bid of the said company.



(Bidding Documents, Section-2, Part-2)

The following Contract Data shall be deemed to form and be read and constructed as part of the Contract, including Conditions of Contract.

CONTRACT DATA

| | | |
|---------------|---|------------------------|
| SCC 1. | Employer | GCC Clause 1 |
| | Means SBP-Banking Services Corporation D I KHAN | |
| SCC 2. | Priority of Documents | GCC Clause 3 |
| | Documents forming the Contract listed in the order of priority: | |
| | (a) The Contract Agreement | |
| | (b) Letter of Acceptance | |
| | (c) The completed Form of Bid | |
| | (d) Contract Data | |
| | (e) Conditions of Contract | |
| | (f) The completed Schedules to Bid including Schedule of Prices | |
| | (g) The Drawings, if any | |
| | (h) The Specifications, if any | |
| SCC 3. | Amount of Performance Security | GCC Clause 4.4 |
| | a. 10% of the Contract Price stated in Letter of Acceptance / Award in any forms in shape of Pay Order/Demand Draft/Deposit at Call/Bank Guarantee from any Schedule Bank registered in Pakistan. | |
| | b. The Performance Security would remain valid 60 days beyond completion of Defect Liability Period and would be released after successful completion of defect liability period. | |
| SCC 4. | Completion Time | GCC Clause 7.1 |
| | Completion Time: 300 Calendar days | |
| SCC 5. | Liquidated Damages | GCC Clause 7.4 |
| | @ 0.1% of total work done/ day to a maximum of 10% of the total work done. | |
| SCC 6. | Defect Liability Period | GCC Clause 9 |
| | 365 calendar days from the issuance of completion certificate. DLP includes the period of Manufacturer's standard warranty. Manufacturer's standard warranty shall be not less than 18 months after ex-works dispatch or 12 months after commissioning, whichever is earlier. | |
| SCC 7. | Retention Money | GCC Clause 11.4 |
| | 10% of the net payable amount for each bill (except Mobilization Advance) of the Contractor which shall be released after successful completion of defect liability period. | |
| SCC 8. | Insurance | GCC Clause 11.6 |
| | The Works | |
| | Amount of Cover: The sum stated in Letter of Acceptance plus 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 damages to the Structure, stores if supplied by the Bank | |
| SCC 9. | Place of Arbitration | GCC Clause 16.4 |
| | Karachi | |

For Contractor

For SBP BSC D I KHAN



Standard Forms

For Contractor

For SBP BSC DI KHAN



FORM OF CONTRACT AGREEMENT

THIS CONTRACT AGREEMENT (hereinafter called the “Agreement”) made on the ____ day of _____ (month) 2024 ____ between _____ (hereafter called the “Employer”) of the one part and _____ (hereafter called the “Contractor”) of the other part.

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

NOW this Agreement witnessed as follows:

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

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

Signature of the Contactor

Signature of the Employer

(Seal)

(Seal)

Signed, Sealed and Delivered in the presence of:

Witness:

Witness:

(Name, Title and Address)

(Name, Title and Address)



FORM OF PERFORMANCE SECURITY
(Bank Guarantee)

Guarantee No. _____
Executed on _____
Expiry on _____

(Letter by the Guarantor to the Employer)

Name of Guarantor (Scheduled Bank in Pakistan) with Address:

Name of Principal (Contractor) with Address:

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

Letter of Acceptance No. _____ Dated _____

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

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

NOW THEREFORE, if the Principal (Contractor) shall well and truly perform and fulfill all the undertakings, covenants, terms and conditions of the said Documents during the original terms of the said Documents and any extensions thereof that may be granted by the Employer, with or without notice to the Guarantor, which notice is, hereby, waived and shall also well and truly perform and fulfill all the undertakings, covenants terms and conditions of the Contract and of any and all modifications of the said Documents that may hereafter be made, notice of which modifications to the Guarantor being hereby waived, then, this obligation to be void; otherwise to remain in full force and virtue till all requirements of Clause -30, Identification & Remedying of Defects, of Conditions of Contract are fulfilled.

Our total liability under this Guarantee is limited to the sum stated above and it is a condition of any liability attaching to us under this Guarantee that the claim for payment in writing shall be received by us within the validity period of this Guarantee, failing which we shall be discharged of our liability, if any, under this Guarantee.

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

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

For Contractor

For SBP BSC DI KHAN



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

Guarantor (Bank)

Witness:

1. _____

1. Signature _____

2. Name _____

Corporate Secretary (Seal)

3. Title _____

2. _____

(Name, Title & Address)

Guarantor (Seal)

For Contractor

For SBP BSC DI KHAN



FORM OF BANK GUARANTEE FOR MOBILIZATION ADVANCE

Guarantee No. _____
Executed on _____
(Letter by the Guarantor to the Employer)

WHEREAS the _____ (hereinafter called the Employer)
has entered into a Contract for _____
(Particulars of Contract), with _____ (hereinafter called the
Contractor).

AND WHEREAS the Employer has agreed to advance to the Contractor, at the Contractor's request, an amount
of Rs. _____ Rupees _____) which amount shall be advanced to the
Contractor as per provisions of the Contract.

AND WHEREAS the Employer has asked the Contractor to furnish Guarantee to secure the advance payment for
the performance of his obligations under the said Contract.

AND WHEREAS _____ (Scheduled Bank) (hereinafter called
the Guarantor) at the request of the Contractor and in consideration of the Employer agreeing to make the above
advance to the Contractor, has agreed to furnish the said Guarantee.

NOW THEREFORE the Guarantor hereby guarantees that the Contractor shall use the advance for the purpose
of above mentioned Contract and if he fails, and commits default in fulfillment of any of his obligations for which
the advance payment is made, the Guarantor shall be liable to the Employer for payment not exceeding the
aforementioned amount.

Notice in writing of any default, of which the Employer shall be the sole and final judge, as aforesaid, on the part
of the Contractor, shall be given by the Employer to the Guarantor, and on such first written demand payment
shall be made by the Guarantor of all sums then due under this Guarantee without any reference to the Contractor
and without any objection.

This Guarantee shall come into force as soon as the advance payment has been credited to the account of the
Contractor.

This Guarantee shall expire on _____. The guarantee shall remain valid up to
the final adjustment of the advance made in case of expiry without adjustment of the advance the Guarantor shall
automatically renew the guarantee till such time/times as the employer may deem fit. In case the guarantee is
renewed on the request of the employer the Guarantor shall be bound to renew the guarantee without reference to
the contractor or any other part, the payment of the charges may be made by the employer from the payments due
to the contractor or its securities.

The claim of the employer will remain valid even if the guarantee has expired until the clearance is received in
writing by the employer along with the original bank Guarantee

It is understood that Employer will return this Guarantee to Guarantor on expiry or after settlement of the total
amount to be claimed hereunder.

For Contractor

For SBP BSC D I KHAN



Guarantor (Scheduled Bank)

Witness:

1. _____

2. _____

(Name, Title & Address)

1. Signature _____

2. Name _____

3. Title _____

Guarantor (Seal)

For Contractor

For SBP BSC DI KHAN



FORM OF BID SECURITY
(Bank Guarantee)

Guarantee No. _____

Executed on _____

(Letter by the Guarantor to the Employer)

Name of Guarantor (Scheduled Bank in Pakistan) with Address:

Name of Principal (Bidder) with address:

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

Bid Reference No. _____ Date of Bid _____

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

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

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

- (1) That the Bid Security shall remain valid for a period of twenty eight (28) days beyond the period of validity of the bid;
- (2) That in the event of;
 - (a) The Principal withdraws his Bid during the period of validity of Bid, or
 - (b) the Principal does not accept the correction of his Bid Price, pursuant to Sub Clause 24 of Instructions to Bidders, or
 - (c) Failure of the successful bidder to
 - (i) Furnish the required Performance Security, in accordance with Sub Clause IB-34 of Instructions to Bidders, or
 - (ii) Sign the proposed Contract Agreement, in accordance with Sub Clauses IB-35 of Instructions to Bidders,

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

For Contractor

For SBP BSC D I KHAN



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

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

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

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

Guarantor (Bank)

Witness:

1. Signature:

1.

2. Name: _____

3. Title _____

2.

(Name, Title & Address)

Guarantor (Seal)



**INDEMNITY BOND FOR SECURE ADVANCE AGAINST
MATERIALS BROUGHT AT SITE**

(ON Rs. 500 non-judicial stamp paper)

This Deed of Indemnity is issued by M/s. _____ (name of the contractor)
in favor of M/s. _____ (name of the employer).

Whereas _____ (herein called the Employer) has paid the Secure Advance against the cost of material through any Bank or like agency by any other method by virtue of terms of the contract existing between the parties. The details of the material and their price for which secured advance is sought for the period _____ till consumption of the material is as under:-

1. _____ at Rs. _____ per _____ = Rs.
2. _____ at Rs. _____ per _____ = Rs.
3. _____ at Rs. _____ per _____ = Rs.

THEREFORE THIS DEED OF INDEMNITY WITNESSETH AS FOLLOWS:

I/We _____ of M/s. _____ do hereby indemnify M/s. _____ for all losses due to thefts, arson, pilferage, loss due to flood and inundation, shortage, deterioration and depreciation etc. through any act of Man or God or slump in the Market of any or all the materials financed or paid by the Employer on our request for financing payment against material.

I/We _____ shall indemnify _____ against any or all claims, action damages arising out of or resulting to the said material.

I/We _____ further declare that we will faithfully abide by the above declaration and solemnly affirm that we will not remove, sell, pilferage any of the materials against which M/s. _____ has paid us such a secured advance and will not pledge the same with any Bank, Finance Corporation, Firm, Company, Individual or the like agency or create any change whereon in any form what so ever.

I/We _____ do hereby also declare that in the event of my/our infringement of the declaration made above _____ will be entitled to forfeit all such material and also proceed against me/us according to the relevant clause pertaining to breach of contract and further invoke the power or seek any remedies secured of _____ under the contract Agreement signed with us or otherwise available under law.

Place _____ Dated _____

Contractor _____

Witness:
Signature _____
Name _____

Witness:
Signature _____
Name _____

For Contractor

For SBP BSC D I KHAN



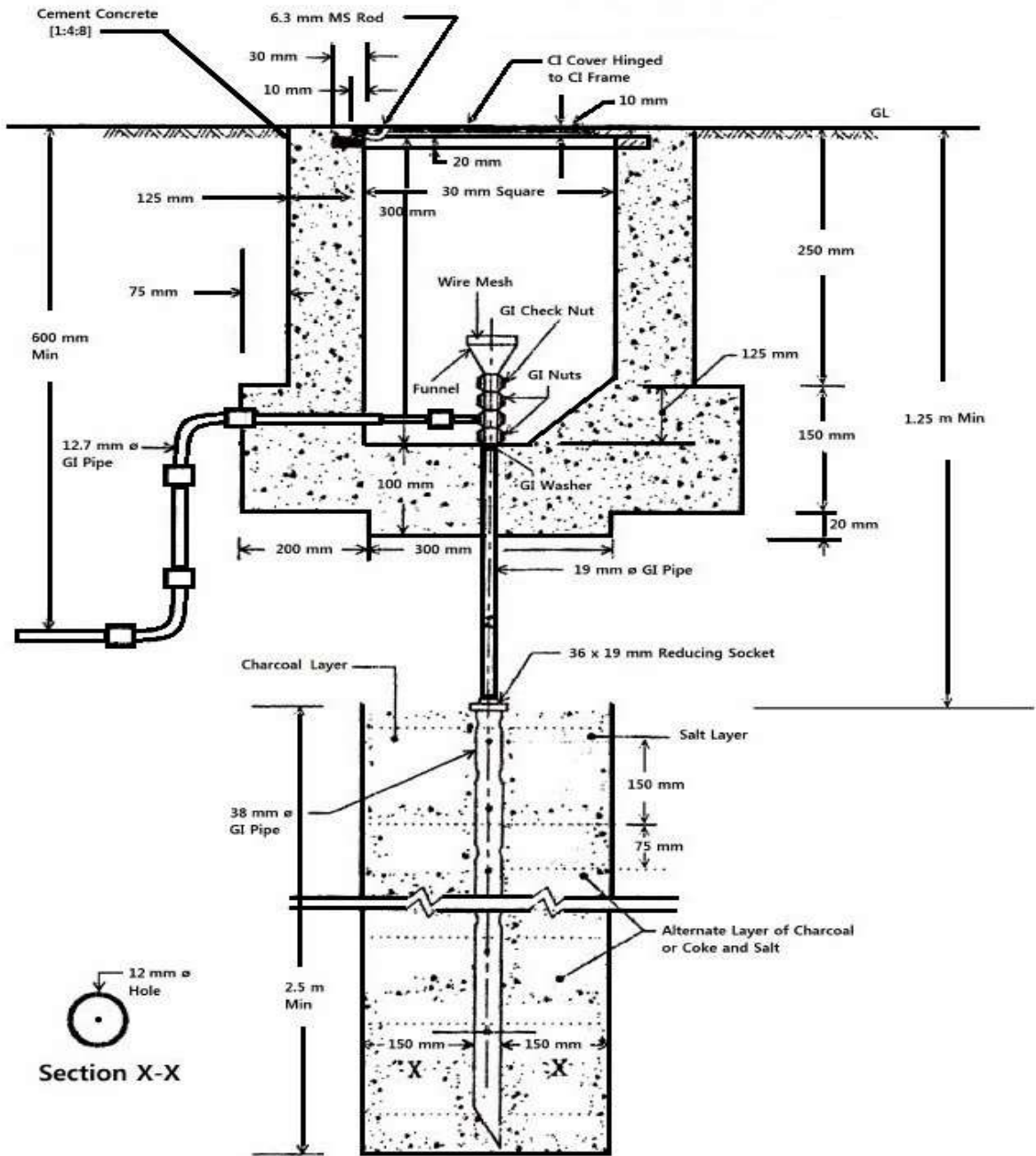
(Bidding Documents, Section-3, Part-2)

DRAWINGS

For Contractor

For SBP BSC DI KHAN





Generic Diagram for Bore Type Earthing

Note: The generic diagram is for reference purpose only, the diagram should be followed in line with the specifications and details listed in Schedule of Prices i.e. Bill of Quantities (B.O.Q).



(Bidding Documents, Section-3, Part-2)

DIESEL GENERATOR SPECIFICATION

1 DG Set with AMF Panel

The Diesel generator set shall be provided with Engine, alternator, AMF panel, sound proof canopy, fuel storage tank, ducting for exhaust and all inter connection wiring/cabling/diesel piping complete in all respect for proper operation of the set. The DG set shall comply with the following minimum specifications:

1.1 Diesel Engine

Diesel Engine shall be four stroke with V cylinder arrangement shall be complete with integral air intake through suitable air filters and exhaust system, speed regulation system, fuel injection system, lube oil system, silencers, and instruments, mounted on anti-vibration mounts. The engine shall have the following characteristics:

- a) Type - Suitable for generating set application, turbo charged, multi cylinder,
- b) 4-stroke, cold starting.
- c) Cycle - Four strokes
- d) Speed - 1,500 r.p.m.
- e) Method of Starting - Battery
- f) Net site output - This shall be the prime power output (exclusive of the power requirements of auxiliaries deriving power with engines) at 1500 r.p.m. under site conditions.

The batteries shall be adequate to satisfy the following requirements.

- a) Crank the engine at firing speed for at least 15 seconds.
- b) If the engine does not start on the first attempt Crank, the engine moves two times for the above duration at an interval of 30 seconds between each cranking operation.

1.2 Overloaded Capability

Engine shall be rated for continuous duty with overload capability for operation at least 10% above the rated capacity for one hour continuously in any 12 hours operation.

1.3 Air Intake

Air intake shall be through turbo charger and equipped with heavy duty dry type filter. Suitable attenuators shall be installed to reduce noise at the air inlet.

1.4 Engine Lubrication

A gear type positive pressure lubrication pump shall be provided with efficient filtration arrangement for the lubrication system. A 230 Volt AC mains operated heater with thermostat shall be provided in the crankcase. The heater shall be designed for the automatic switching to ensure that temperature of oil is maintained for proper operation of the engine. A crankcase pressure release valve shall be provided to operate during excess pressure.

1.4.1 Engine Cooling

Engine shall have a forced air draft, water-cooled radiator supplied with a core guard. Cooling system shall have an engine driven centrifugal pump for cooling water circulation. Cooling shall be thermostatically controlled. An engine shutdown timer shall be provided to keep the engine running on no-load after any operation of set, so that the engine is sufficiently cooled to start again instantly, if required, without rise in temperature above safe limits.

1.4.2 Exhaust System



Exhaust system shall be equipped with a residential type silencer complete with muffler, exhaust manifold, flexible connector, exhaust elbow, exhaust pipe, and rain cap and associated fittings. The exhaust line shall be taken outside the building through the shortest possible and practical route, without any under bends. This exhaust line shall be adequately covered with insulation material over its entire length i.e. from the engine to the termination point. All support for exhaust system shall be furnished.

1.4.3 Speed Governor

Electronic Governor shall regulate engine speed to maintain the generator frequency within plus or minus 2 % of the rated frequency. Stable engine speed shall be attained within 115 seconds after the engine has been started. Stable engine speed shall be restored within 110 seconds of any sudden change in load, from no load to full load. During this change of load or surge, the speed shall not vary by more than plus or minus 5% of the rated speed.

1.4.4 Instruments

An instruments panel on the skid shall have calibrated gauges / meters to measure the Following:-

- a. Lube Oil Pressure.
- b. Engine Speed.
- c. Lube oil Temperature.
- d. Engine Water Temperature.
- e. Engine Running Hours.

1.4.5 Fuel System

Engine shall operate on commercial high speed diesel oil. A fuel oil strainer/filter shall be provided in the fuel line. Fuel system for diesel engine shall not require any priming. The fuel system shall comprise of the following:

Built in Fuel Storage Tank sufficient for 08-10 hours operation.

1.4.6 Generator

Rated power prime at least 60KVA

Generator shall be synchronous.

Excitation shall be from brushless rotating diodes mounted on the main shaft for 3 phase full wave rectification

1.4.7 Winding

Generator winding shall have class H insulation and shall be impregnated for tropical use. The temperature rise of winding under normal operating conditions and at rated load shall not exceed the limits specified for Class-B insulation. Anti-condensate heater shall be provided for windings. The heaters shall be thermostatically controlled for switching. The thermostat range shall be adjustable and set to prevent overheating of windings. For protection of windings from damage due to overheating, thermostats shall be embedded to stop the set in case the temperature of winding rises above the safe value.

1.4.8 Voltage Regulation

Voltage regulator shall be solid state with provision for manual setting. Regulator shall be so designed to protect the excited when the set is running at reduced speed during starting or idling of the prime mover. Voltage regulation shall be plus or minus 2.5% from no-load to full load. Transient voltage drop shall be less than 115% at full load and 0.8 power factor. Time required restoring the steady state condition after transient voltage fluctuation shall not exceed 110 seconds.

1.4.9 Over Load Capability

The generator shall be capable of carrying continuously for 01 hour in every 12 hours overload equal to 10% of rated output with field set for normal rated load excitation.

1.4.10 Short Circuit Capability



- a) To start the set immediately when the main supply fails.
- b) To start the set within 0 to 1 minutes (adjustable) whenever the main supply voltage drops to 360 volts or rise to 440 volts The setting voltages shall be adjustable within -5% and + 5% respectively for the lower and upper ranges.
- c) To make two successive attempts. In the case the set fails to start in the first and second attempt.
- d) The system shall be self-resetting after each cycles of operation.
- e) A four position selector switch shall be provided for selecting the operation mode i.e. Automatic -Manual - Test-Stop/Maintenance mode facilitate the following operation:

AUTOMATIC: As described in a to d above.

MANUAL: Manual starting of the set and load transfer from normal to standby and vice versa.

TEST: Testing the changeover operation when so desired, and also for starting and running the set without interrupting the model in the normal operation. In case of failure of main supply, the set shall automatically revert to automatic mode of operation.

STOP/MAINTENANCE: Provision shall be made to isolate the system for troubleshooting and maintenance without interruption of main power supply. The set shall not be capable of starting in this condition.



TWO VOLUMES

Volume-I: Instructions to Bidders & Conditions
of Contract

Volume-II: Financial Bid



STATE BANK OF PAKISTAN
SBP BANKING SERVICES CORPORATION
SBP BSC D I KHAN

VOLUME-II

(Financial Proposal)

Bidding documents

For

Replacement of 60KVA DG set at SBP BSC D I KHAN

BIDDING AND CONTRACT DOCUMENT

August-2024

For Contractor

For SBP BSC D I KHAN



BILL OF QUANTITIES

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. Provisional sums included and so designated in the Bill of Quantities shall be expended in whole or in part at the direction and discretion of the Engineer.



| | | | | | |
|----------------------------------|--|---|-----|--|--|
| 5 | Supply, installation & testing of earthing set comprising of Bore earthing up to 100 RFT depth or water-level, lime, salt & charcoal mixture, packed hard including excavation & perfect back filling. 50 mm dia uPVC pipe and copper wires up to test terminal and also providing, fixing & connection of 300mm x 50mm x 5mm Earth test terminal with brass nuts bolts & washer along with construction of RCC inspection chamber with heavy duty CI cover Lid and lock protection complete in all respect as directed by engineer in charge. The Contractor shall perform earthing resistance tests after installation of earth pits and add necessary items charcoal, salt etc. until the optimal level of earth resistance (less than 4 ohms) is achieved as per applicable standards. | | | | |
| 5a. | earthing pit of body of Generators | 1 | Job | | |
| 5b. | earthing pit of neutral of Generator | 1 | Job | | |
| Total Amount of Section A | | | | | |

| | | | | | |
|--|---|----|--------|--|--|
| SECTION B – SERVICE LEVEL AGREEMENT (SLA) | | | | | |
| 1 | Round the clock (24/7) continuous management services as per appendix-A with presence on site for technical assistance for maintenance and servicing of 60kVA Diesel Generator with free of cost consumable, oil/fuel filter, air filter, coolant belts etc. required for 1000 hours of operation and change of oil and tuning of engine to be carried out by the vendor as recommended by the manufacturer of the generator. Engine oil will be supplied by the Bank. Service visit at every month is mandatory, besides they should visit whenever called upon by the Bank in emergency/corrective maintenance without claiming an extra charges for visit and troubleshooting, details mentioned in Appendix A of Schedule C to Bid. | 12 | Months | | |
| Total Amount of Section B | | | | | |

TOTAL AMOUNT OF SECTION A + SECTION B = _____ /-

In words (Rs.)

_____ only.

For Contractor

For SBP BSC D I KHAN



Undertaking by the Bidder:

I had visited the site and have fully understood the scope of services & specifications. The quoted rates are inclusive of all labour charges, Transportation charges, applicable taxes (i.e. GST, Income tax)/duties, overheads, profit etc. I/we have sufficient resources to supply the above materials. All the above Terms & Conditions are acceptable to us unconditionally. We also confirm that our firm is not blacklisted by SBP BSC (Bank) or any other Employer and we are not in litigation with any Government Department or other organization.

Dated:
Contractor

Signatures of the

| | | | |
|----------------------------|-------|-----------------|--|
| Name & CNIC No. | | | |
| Designation | | | |
| Firm Name | | | |
| NTN No. | | | |
| GST No. | | | |
| Phone No. | | Fax No. | |
| Cell No. | | Email ID | |
| Business Address: | ----- | | |

For Contractor

For SBP BSC D I KHAN

