

## **TENDER NOTICE # 52/2021**

National Institute for Biotechnology and Genetic Engineering (NIBGE), invites sealed tenders from Registered firms for the **Renovation works for D-Type 04 No. & E-Type 12 No. Houses at NIBGE/NIAB Colony** on FOR NIBGE Faisalabad.

<b>Tender #</b>	<b>Item</b>	<b>Tender Fee</b>	<b>Mode of Purchase</b>	<b>Date &amp; Time of Tender Receipt</b>	<b>Date &amp; Time of Tender Opening</b>
52/2021	Renovation works under SUMP for D-Type 04 No & E-Type 12 No Houses at NIBGE /NIAB Colony  (Single Stage one Envelope Procedure)	Rs. 500/- (In Shape of CDR)	FOR NIBGE basis	28-06-2022 at 02:30 PM	28-06-2022 at 03:00 PM

Tender documents can be obtained from Sr. Admin Officer, (Proc.), NIBGE by Firm's request on any working day (except Saturday & Sunday) by submitting of CDR (Non-refundable) in favour of Head, LAO, NIBGE, Faisalabad. The text/specifications of the tenders can also be downloaded from NIBGE Website ([www.nibge.org](http://www.nibge.org)) and PPRA, Islamabad ([www.ppra.org.pk](http://www.ppra.org.pk)) after submission of Tender documents Fee. **Single Stage One Envelope Procedure.**

**Sr. Admin Officer (Procurement)**  
**NIBGE, P.O.Box # 577, Jhang Road, Faisalabad.**  
**Ph: (041) 9201316-20/Ext. 3204,3206/(041) 2651474**

**NATIONAL INSTITUTE FOR BIOTECHNOLOGY AND GENETIC ENGINEERING**  
**JHANG ROAD, FAISALABAD**

**Tender No. 52/2021**

**Date of Opening-**  
**28-06-2022 at 03:00 PM**

**Note:- SINGLE STAGE ONE ENVELOPE PROCEDURE**

S/No	Description of work	Qty.	Unit	Unit Rate	Total Rs.
1	Demolition of RCC/PCC floor or beams / roof slabs etc.and separating reinforcement from concrete.	20	Cum		
2	Demolition of walls, built in brick work, built in any cement mortar, dismantled in portions	10	Cum		
3	Laying of marble slab of any size and description including setting, jointing, bonding complete work.	110	Sqm		
4	Laying of Floor tiles of any size and description including setting, jointing, bonding, grouting complete work.	225	Sqm		
5	Fixing of wall tiles of any size and description including setting, jointing, bonding, grouting complete work.	550	Sqm		
6	Pouring of RCC/PCC slab of any description complete with finishing	20	Cum		
7	Brick work in cement mortar of any thickness	10	Cum		
8	Shuttering of slab & beams etc.	15	Sqm		
9	Steel cutting, bending & binding in any position	80	Kg		
10	Cement plastering Work	500	Sqm		
11	Replacement of door chowkats and re-fixing of door leaves	36	Sqm		
12	Painting/ distemping works for making good disturbed surfaces.	1000	Sqm		
13	Erection & Fixing of wall and floor cabinets complete wrk	52	Sqm		
14	Taking down and re-fixing of door leaves only.	100	Sqm		
15	Demolishing, digging grooves, erection/fixing of water supply / sewerage pipes, removing and re-fixing of all sanitory fitting/fixtures complete in all respects for Toilets.	40	No		
16	Demolishing, digging grooves, erection/fixing of water supply/sewerage pipes, removing and re-fixing of all sanitory fitting/fixtures complete in all respects for Kitchen.	16	No		
17	Replacement of water supply line of houses including demolishing excavation, re-filling and jointing with main line complete work.	500	Mtr		

18	Replacement of water supply connection clamp including excavation, re-filling etc. complete work.	18	No		
19	Making of Round/Square hole in wall for Exhaust fan, Erection of wooden/Metal/PVC duct, Installation of Exhaust fan, wiring(open or concealed)for connection to fan including plaster & paint repairing work, disposing off dismantled material complete work.	12	No		
20	Making of Round/Square hole in wall for Exhaust fan, Installation of Exhaust fan, Erection/wiring(open or concealed)for connection to fan including plaster & paint repairing work, disposing off dismantled material complete work.	55			
21	Dismantling of old switch boards and fixing of new switch boxes(any type) and re-fixing the switch boards after tile work including replacement of switch/socket etc complete work for wash room/kitchen.	70	No		
22	Replacement of door bell and gate pillar lights circuit of houses including digging groove, excavation, fixing of conduits, repairing of concrete, wiring and jointing with mainDB complete work.	36	No		
		<b>Total Amount Rs:-</b>			

**Note;-**

i)The above mentioned quantities are estimated. Work will be measured net during working and will be paid accordingly.

**National Institute for Biotechnology & Genetic Engineering**  
**Faisalabad**

ISSUED TO M/S:

\_\_\_\_\_

SIGNATURE OF ISSUING AUTHORITY

**TENDER NOTICE NO.52/2021 DOCUMENTS**

FOR

Renovation works under SUMP for D-Type 04 No & E-Type 12 No Houses at  
NIBGE/NIAB Colony

**Pakistan Atomic Energy Commission**

# **IMPORTANT INSTRUCTIONS TO BIDDERS**

Bidders are requested to quote rates legibly and in ink. Rate must be quoted in figures as well as in words. Correction should be avoided as far as possible, if necessary, must be initialed properly. In case, rates are not found to be quoted in words, bid will be liable to rejection without assigning any reason thereof.

**Sr. Admin Officer  
(Procurement), NIBGE**

**FORM OF TENDER**

TENDER FOR: **Renovation works under SUMP for D-Type 04 No & E-Type 12 No Houses at NIBGE/NIAB Colony**

Note: - The appendix form is part of the Tender, bidders are required to fill up all the blank spaces in the Tender from

To,

**The Sr. Admin Officer (Procurement), NIBGE, Jhang Road, Faisalabad,**

Having examined the Tender Notice, instructions to the tenders, the drawings, general conditions of the contract, all other instructions / conditions, specifications and bill of quantities for the above named work and having visited and inspected the present condition of the site / left-over works at the site and environment thereof, we the undersigned, offer to construct and complete the following works in conformity with the site drawings, instructions to bidders, General Conditions of the Contract and specifications at the labour rates basis and prices inserted in the bill of quantities herewith submitted.

For an amount of Rs. \_\_\_\_\_  
Rupees \_\_\_\_\_

On item rate basis.

02. We undertake, if our Tender is accepted, to deliver/perform the whole work within **04 months** from the date of the start of the work.

03. We further undertake, if our Tender is accepted, to enter into and execute when called upon by the Employer to do so, a Contract Agreement in the form annexed to the General Conditions of the contract with such modifications as may be necessary and that all charges for preparation of Agreement and fees for stamping the same shall be borne by us.

04. We enclose herewith earnest money for a sum of Rs. \_\_\_\_\_ under Pay Order / Bank Draft  
No. \_\_\_\_\_ Dated: \_\_\_\_\_ of \_\_\_\_\_ Bank  
\_\_\_\_\_ being 02% of the Tender price.

05. Our offer is valid for (\_\_\_\_\_) months reckoned from the date of opening of the Tender.

**SIGNATURE OF THE CONTRACTOR**

Name & Address of the Contractor

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**GENERAL**  
**CONDITIONS OF**  
**THE CONTRACT**  
  
**(PART-A)**

## **GENERAL INSTRUCTIONS TO THE BIDDERS**

01. Tenders are invited for the work of **Renovation works under SUMP for D-Type 04 No houses & E-Type 12 No houses at NIBGE/NIAB Colony**
02. Tenders under sealed covers describing Name of Tender shall reach the Sr. Procurement Officer, NIBGE, Jhang Road, Faisalabad by 1430 hours on \_\_\_\_\_. These shall be opened on the same day at 1500 hours in presence of these Tenderers who may opt to attend.
03. **EARNEST MONEY**  
Earnest money equivalent to two percent (02%) of the total Tendered price shall be deposited by the Tenderers through Bank Draft or Pay Order / CDR from a Bank in favor of Head LAO, NIBGE Faisalabad. The Pay Order or Bank Draft / CDR shall be from a Scheduled Bank.
04. Unless otherwise agreed between NIBGE on behalf of the Commission and the Contractors, the Contractor shall within 07 days after posting of the written notice of acceptance of the Tender to start the work upon issuance of work order. The 05% performance security shall be deducted from each running bill and same shall be released upon successful completion of contracted work within stipulated time period, while earnest money will be released after six months of successful completion of the work.
05. The Tenderers shall submit their Tenders complete in all respect fully priced, moneyed out & totaled in ink and signed by the Contractor.
06. The total labour rate amount for the various works set out in the tendered document inserted by the Tenderers shall be stated in each case.
07. The Contractor should note that he will not be allowed any type of **escalation** during currency of the work.
08. **PERIOD OF COMPLETION:**  
The work shall be completed in all respects in **Four months (04)** which shall be reckoned after 15 days (if otherwise not specified) of the acceptance of Tender / issues of Work Order.
09. No unauthorized alteration shall be made in the form of Tender and the accompanying documents and if any such alteration is made or if the BOQ are not properly filled in, or if these instructions are not fully complied with, the Tender may be rejected.
10. **PERIOD OF MAINTENANCE:**  
The period of maintenance shall be **06 (six)** calendar months to be reckoned from the certified date of completion.
11. **ACCEPTANCE/REJECTION OF TENDER:**  
Sr. Admin Officer (Procurement) reserves the right to accept any or reject any /all Tenders, as per prescribed rules of public procurement regulatory Authority (PPRA).
13. **CLARIFICATION:**  
Should there be any doubt as the meaning of any of the tender documents or if any further information is required, the tenderer must address his enquiry in writing in duplicate to the Sr. Admin Officer (Procurement) Jang Road Faisalabad and his decision/ interpretation shall be final.
14. **FIRST AID:**  
The contractor shall maintain properly equipped first aid facilities at the Engineer's site office, so as to tender first aid to the injured during the progress of work if required.
15. **RESPONSIBILITY OF THE CONTRACTOR:**  
The Contractor shall:
  - a. Provide time schedule clearly highlighting milestones which he may achieve during currency of work up to project completion period within seven days of issuance of acceptance letter for physical progress monitoring.
  - b. Contractor shall arrange all services (labour, steel fixer, tile / marble fixers etc.) and machinery (mixer machine, vibrator, etc.), equipment (sundries, shuttering and scaffoldings
  - c. Indemnify the NIBGE on behalf of the commission against all damages, losses and liabilities that may have to be incurred by the contractor during execution and maintenance period of the said work.
  - d. Abide by the general conditions of contract of the Pakistan Atomic Energy Commission and other terms and rues in force.
  - e. Satisfy the engineer that safety measures adopted are adequate.



- f. Be responsible for any all defects that may be found in the structure due to faulty workmanship within the period of maintenance and shall make good the damages, or losses, suffered by the commission either directly or indirectly at his own cost and to the satisfaction of engineer.
- g. Provide adequate security to the satisfaction of the engineer against pilferages damage or misuse of the stores supplied to the contractor.
- h. Standard practice for construction works shall be exercised by the contractor at site to ensure quality work.
- i. All the construction activity will be as per approved design and drawings or as instructed by engineer at site.
- j. Material demand may be raised at least three days before its use at site by the contractor
- k. The tenderer should inspect site of the work and acquaint themselves with nature and requirement of the site and of the works, facilities & access to materials, availability of space, water and power supplies, cost of carriage and nature of strata, etc before submitting their tenders.
- l. Tenderers who may be in doubt as to the true meaning of any part of the specifications or other documents should be at once notify the Commission but not later than seven days prior to the date set for opening of the tenders, and request for a written interpretation thereof. Any explanations, revisions, additions on deletion to the contract documents shall be made only by formal Addenda, duly issued by the Competent Authority (Director NIBGE) and mailed or delivered to each perspective tenderers receiving a set of contract documents. The Competent Authority (Director NIBGE) will not be bound by any explanations, revisions, additions to the contract documents except these contained in the formal addenda.
- m. The tenderers shall be deemed to have satisfied themselves before tendering as to the correction and sufficiency of their tender and of the rates and prices entered in the Bill of Quantities which rates and prices shall except in so far as it is otherwise expressly thing necessary for the proper completion and maintenance of the works.
- n. No alterations or additions shall be made by the tenderer in the Bill of Quantities and the rates must be filled in ink or typed out both in figures and words clearly and legibly on the columns provided in the Bill of Quantities. The person or persons signing the tender shall duly initial all corrections, measures and interlineations. Non-compliance with the instructions makes the tender liable to rejection.
- o. The tenders must be signed by a person / persons only authorized to do so. Tenders submitted by joint ventures must be accompanied by registered and authenticated statements sworn before a notary public or an official authorized to the witness sworn statements.
- p. Tender shall give their full and proper address at which correspondence may be made and all notices may be legally served on them in connection with this tender.
- q. The tender shall submit along with the tender a list of site staff giving their qualifications and experience and of main construction equipment, giving their type, make and capacity that the tenderer commit to comply on the works .The tenderer shall also submit a preliminary construction schedule proposed by him for carrying the work from sequence works. If the commission is not satisfied with the proposed site staff, list of equipment and plant and constructions program as submitted by the tenderer, the tenderer would be required to improve on his proposal for the proper performance of this contract, failing which this will be done at the cost of the contractor. The approval of by the Competent Authority (Director NIBGE) of any staff, equipment and plant shall not relieve the tenderer of any of his duties for responsibilities under this contract.
- r. The tender may be notified, corrected or withdrawn at any time prior to the date set for receipt of tenders up on submission of a request in writing to that effect, signed in the same manner and by the same person or persons who signed the tender.
- s. After opening of the tenders, the NIBGE shall undertake a study and appraisal of the submitted tender. The NIBGE does not bind itself to award the contract to the lowest or to any tenderer but will take into careful consideration the tenderer prices and such other factors as are deemed applicable. The successful Tenderers shall be informed in writing.
- t. The Commission reserves the right to reject any or all tenders and to waive any formalities in the tender.
- u. The tenders shall keep in mind the fact that when successful all works called for in tender are to be completed by them within the stipulated period given in the tenders for works and failure to do so will result in the assessment of liquidated damages at the rate prescribed in these documents for everyday the work remains uncommment or furnished.
- v. Whereas, this document is silent about specifications pertaining to particular items included in the BOQ or extra items that crop up during the currency of work the technical specifications of Pakistan Public Works Department shall prevail. In case of nomenclature of an item or an item of work or drawing or both are silent about certain aspect of item, the specifications shall be the governing factor.
- w.No escalation on account of labour if increased during the currency of contract will be payable. Besides other direct/indirect increases on the labour and taxes etc. if levied by the government will not be payable also.

- x. Contractor is advised to quote rates of items of similar nomenclature a specifications appearing in BOQ attached with the tender at the same rate. In case of diversity of rates, the lowest of all the rates shall be taken for evaluation and payments. Any departure from above may also render the bid invalid.
  - y. The validity of the tender including the rates quoted by the contractor shall be 120 (one hundred twenty) days from the date of opening of tender.
  - z. The contract agreement will be on stamp paper, the cost of which shall be borne by the contractor.
16. INSTRUCTIONS:  
Subsequent to the award of the contract, the entire work will be controlled and supervised by the Director; NIBGE directly or through his authorized technical person nominated at site and the contractor shall follow their instructions either written or verbal in true spirit and letters issued time to time for quality and pace of work.
17. RULES AND REGULATIONS:  
The contractor, through all time completion of the work shall obey and abide by all rules and regulations of the local authorities and shall be responsible for direct payment to them of all due and charges.
18. The contractor shall be required to submit a **program of work / time schedule** for approval of the engineer within one week of placement of order. The contractor shall ensure strict compliance to the approved program.
19. The Engineer can made any variation of the form, quality of works or part thereof, that may be necessary or desirable in his opinion for any reason, for that purpose, the Engineer shall be authorized to order the Contractor to do and the Contractor shall do any of the following:-
- a) When the Engineer has determined the amount, if any, to be added or deleted or deducted from the sum named in the Tender in respect of any extra work done or work committed, the Contractor shall execute the work according to the quantities of works so determined by the Engineer.
  - b) Increase or decrease the quantity of work.
  - c) Omit or change the quantity and kind of any such works.
  - d) Execute additional work of any kind necessary for the completion of the works.
20. Firms / Contractors are advised to match the rates of similar items in all parts of tender, otherwise Department will pay lower tendered rates of such items to the Contractor.
21. Labour rates for each item shall be quoted separately but overall cost of tender will be compared in comparative statement keeping in view that whole work will be executed by one Firm/Contractor.
22. Client Responsibilities:
- a. The client NIBGE shall arrange entire construction materials, water and electricity connections free of cost to the contractor.
  - b. Facilitation to contractor for security clearance if required from security agencies / Local police security will be provided by the contractor and all other documents required for such purpose.
  - c. In time payment to contractor to ensure smooth pace for execution of work.
23. Payment will be made as per payment schedule mutually agreed and signed as part of contract agreement upon completion of each stage / activity as defined therein. Measurement will be made as per actual work done at including all finishes complete in all respect as per design and executed as per technical specification and duly verified by the engineer. For payment contractor will submit running bill according to schedule. That will be processed for technical verification and finally for payment after deduction of performance security (05%) of every running bill.
24. The rates should be quoted in figures as well as in words.
25. Pak Public Works Department technical specifications shall be followed during construction as Estimate.
26. Method of measurements will be followed either in accordance with Pak. PWD or MES procedure whatsoever the case may be.
27. No personnel of the Contractor shall be allowed to stay at site during the night time unless otherwise approved by the department.
28. All the construction related material of all kinds will be issued by PAEC as specified herewith.

29. The Contractor shall consult in person (verbal/ written) to the concerned NIBGE office at least one month before the expiry of the maintenance period of the executed works to check the required repair/ maintenance to be carried out before release of performance security thereon.
30. All drawings/ documents issued for the purpose of bidding shall be returned by the Contractors/ Firms after / during bidding even if they do not participate in the bidding.
31. On the completion of the project/ works, the contractor shall prepare and submit to the commission (if deems necessary of required), the as built drawings at his own expenses.
32. If the contractor fails to complete the contracted work within stipulated time period his earnest money along with performance security will be forfeited in the national interest. Furthermore, he may be penalized or blacklisted.

**SPECIFIC**  
**CONDITIONS OF**  
**THE CONTRACT**  
**(PART-B)**

## **Specific Term and Conditions of Contract Agreement for Renovation works under SUMP for D-Type 04 No & E-Type 12 No Houses at NIBGE/NIAB Colony**

This is contract agreement being made b/w two parties mutually agreed upon, first party hereafter named as “Local Committee” of officials of NIAB/NIBGE hereafter termed as “Client” and second party hereby termed as “contractor” on .....to execute subject work above abiding by general conditions of contract, technical specifications, drawings & as well as following terms and conditions (technical and financial).

1. Parties agreed to execute work at labor rate Rs..... (approximately). Payment will be made as per actual measurement at site agreed by both parties on item rates quoted by the tenderer.
2. Contractor shall execute construction activities according to drawings certified for construction provided to him subject to minor modifications. Any major change will be addressed at mutually agreed revised rates, paid as per payment stages mentioned in the payment schedule.
3. Client will provide all necessary construction related materials and also manage place for its storage in the vicinity.
4. Completion period will be **04 months** reckoned from work order date.
5. Contractor will submit material demands at least 03 working days before requirement and same will be managed / arranged by the committee.
6. SUMP committee will nominate technical person for execution of work. All the technical conversations are to be made through technical person.
7. Contractor will also nominate his foreman at site to whom site instructions may be passed on for quick action.
8. Contractor will use fair face shuttering for all concrete works.
9. Client is responsible to provide free of cost water and electricity to execute the work.
10. Security of site lies under the jurisdiction of Client.
11. Fixing of wooden and steel frames is included.
12. All the work will be as per drawing or as instructed by engineer in charge. In case a detail is missing in drawings then decision of technical person will be final and binding upon contractor.
13. Motor ratio used will be 1:4 in brick masonry / plaster where not specified.
14. Under floor filling will be well compacted by mechanical means, laid in 6” thick layers and floor finishes as per design drawings.
15. Roof & floor finishes will be as per drawing.
16. Completion time excludes time loss due to natural disaster; law and order situation due to provoked strikes etc.
17. Physical progress at site will be evaluated by technical person fortnightly to meet the scheduled progress to ensure timely completion of work.
18. Contract will be cancelled unidirectionally if contractor does not respond in time upon issuance of show causes notices (03 numbers @ 15 days interval).
19. No extension in completion time will be issued without any genuine reason. Delay in completion period will be charged @ 1% / week maximum 10% of the contract cost.
20. If the contractor fails to maintain physical progress at site, client has full right to confiscate contractor’s earnest money, cancel the contract and complete the work at contractor’s risk and cost.
21. Provision of materials does not relieve contractor from his prime responsibility of maintaining good quality in execution of all construction related activities.

**FINANCIAL**  
**CONDITIONS OF**  
**THE CONTRACT**

(Schedule of Payments)

**(PART-C)**

## **SCHEDULE OF PAYMENT (Financial)**

Bill will be submitted by the contractor stage wise as defined below and after technical verification of work done by engineer in charge, payment will be made through x-cheque by the client to the contractor after deduction of taxes as imposed by the government of the Punjab and Pakistan from time to time. 5% retention money will be deducted from every running bill which will be released after satisfactory completion certificate is issued by the client.

- |                     |   |
|---------------------|---|
| 1. 1st running bill | After 15(fifteen) days from date of commencement of work      |
| 2. 2nd running bill | After 30(Thirty) days from date of commencement of work       |
| 3. 3rd running bill | After 45(forty five) days from date of commencement of work   |
| 4. 4th running bill | After 60(sixty) days from date of commencement of work        |
| 5. 5th running bill | After 75(seventy five) days from date of commencement of work |
| 6. 6th running bill | After 90(ninety) days from date of commencement of work       |
| 7. Final Bill       | After satisfactory completion of work                         |

**Sig. of Committee convener**

**Contractor**

**Witness-1**

**Witness-2**