



**Lady Reading Hospital (LRH) Peshawar  
Medical Teaching Institution (MTI)**

Contact No: 091-9211927

**BID SOLICITATION DOCUMENTS  
FOR ANNUAL MAINTENANCE & REPAIR (Civil Works)**

**(2025-2026)**

Interested bidders are required to submit the Non-Refundable fees of **PKR Five thousand (Rs.5000) only in the MCB Bank “LRH Receipts account No:0847608141003952”** prior to submission of Bids.

The Original Receipt must be attached in the technical bid. If the receipt not found in bids, then the said bidder will be considering Disqualified.

**Note:** The prospective bidder is expected to examine the Bidding Documents carefully, including all Instructions, Terms & Conditions, and Specifications, etc. Failure to furnish all information required by the Bidding documents or submission of a Bid not substantially responsive to the Bidding Documents in every respect would result in the rejection of the Bid.

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**Manager Material Management  
LRH/MTI Peshawar**

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**AD Legal  
LRH/MTI Peshawar**

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**Deputy Director Works  
LRH/MTI Peshawar**

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**Manager M & E  
LRH/MTI Peshawar**

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**Director Finance  
LRH/MTI Peshawar**

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**Nursing Director  
LRH/MTI Peshawar**

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**Associate Hospital Director  
LRH/MTI Peshawar**

**Medical Director  
LRH/MTI Peshawar**

**Hospital Director  
LRH/MTI Peshawar**

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## Lady Reading Hospital

Medical Teaching Institution Peshawar

Form #:

Estimated Cost Rs. 35 Million

Earnest Money Rs. 2%

Name of Work: AM & R of Hostel at LRH Peshawar 2025-2026

-----%above/Below/ At Par as per MRS 2024 1ST Bi Annual.

Signature of Contractor

## INSTRUCTIONS TO BIDDERS & BIDDING DATA

### 1. INTRODUCTION:

Lady Reading Hospital Medical Teaching Institution Peshawar invites sealed bids from the eligible Firms/Contractors for “**AM & R (Civil Works)**” for Hospital through open Competitive Bidding under rule 6(2) (b) “*Single Stage Two Envelope*” bidding procedures of Khyber Pakhtunkhwa Public Procurement Regulatory Authority (KPPRA) Rules 2014.

Description	Dates
Last date and time for Bid submission and opening	04/06/2025 11:00 am and will be opened on same day at 11:30 AM
Call Deposit	2 % (Rs: 700000/-) of estimated cost

### INSTRUCTIONS TO BIDDERS

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

#### A. GENERAL

##### 1.1 Scope of Bid

The Procuring Entity as defined in the Bidding Data (hereinafter called “the Procuring Entity”) 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 work. Any Bid covering partial scope of Work will be rejected as non-responsive.

##### 1.2 Eligible Bidders

Bidding is open to all firms/Contractors meeting the following requirements:

- a) duly licensed by the Pakistan Engineering Council (PEC) in the appropriate PEC Category Required / PEC Specialized codes Required mentioned in the NIT & Technical Evaluation criteria.

**KPRA Registration is Mandatory.** If not registered then the bid will be considered **Non-Responsive**

## **2. Clarification of Bidding Documents**

- 2.1 A prospective bidder requiring any clarification(s) in respect of the Bidding Documents may notify the Engineer/Procuring Entity at the Procuring Entity's/Engineer's address indicated in the Bidding Data.
- 2.2 The Engineer/Procuring Entity will respond to any request for clarification which it receives earlier than seven (7 ) days prior to the deadline for the submission of Bids. Copies of the Engineer/Procuring Entity's response will be forwarded to all prospective bidders, at least five (5) days prior to dead line for submission of Bids, who have received the Bidding Documents including a description of the enquiry but without identifying its source.

## **3 Amendment of Bidding Documents**

- 3.1 At any time prior to the deadline for submission of Bids, the Procuring Entity 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.
- 3.2 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 Procuring Entity.
- 3.3 To afford prospective bidders reasonable time in which to take an addendum into account in preparing their Bids, the Procuring Entity may at its discretion extend the deadline for submission of Bids.

## **PREPARATION OF BIDS**

### **4 Language of Bid**

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

### **5 Sufficiency of Bid**

- 5.1 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
- 5.2 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.

### **6 Bid Prices, Currency of Bid and Payment**

- 6.1 The bidder shall fill up the Schedule of Prices (Schedule A to Bid) indicating the unit rates and prices of the Works to be performed under the Contract. Unit rate offered for an item shall be considered up to two significant decimal places for evaluation purposes by the Procuring Entity. Prices in the Schedule of Prices shall be entered keeping in view the instructions contained in the Preamble to Schedule of Prices.
- 6.2 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.
- 6.3 The unit rates and prices in the Schedule of Prices shall be quoted by the bidder in the currency as stipulated in Bidding Data.

### **7 Documents Establishing Bidder's Eligibility and Qualifications**

- 7.1 The bidder shall furnish, as part of its bid, documents establishing the bidder's eligibility to bid and its qualifications to perform the Contract if its bid is accepted.
- 7.2 The bidder shall note that standards for workmanship, material and equipment and references to brand names or catalogue numbers if any, designated by the Procuring Entity in the Technical Provisions are intended to be descriptive only and not restrictive.

- 7.3 The financial bid opening date will be intimated to all concerned after finalization of Technical Evaluation by the procurement committee
- 7.4 1st, 2nd, 3rd lowest bidders call deposit will be retained in this office till approval of the tender.

## 8. INVITATION FOR BIDS

1. The Lady Reading Hospital-MTI invites sealed bids from eligible firms/Contractors licensed by the Pakistan Engineering Council in the appropriate category and duly qualified with the Procuring Entity for the Works (**Annual Maintenance & Repair –Civil Works**) **2025-2026**.
2. Bid document including tender form, BOQ (MRS -2024 1<sup>st</sup> Bi Annual ) can be obtained on submission of a written application from the office of the Manager Material Management LRH MTI in the working hours up to **03-06-2025 04:30 PM (Saturday is not working day)** or also available on our web-site [www.lrh.edu.pk](http://www.lrh.edu.pk)
3. Original bid Security in the shape of call deposit in the name of Hospital Director LRH accompanies the financial bid.
4. The bidders are required to send their bids (Technically & Financial) through courier, both the bids shall reach the undersign office before closing date & time.
5. All other terms & conditions/documents can be seen in the office of the MMM LRH MTI on any working day during office hours

## 9. Bid Security

Bid security 2% of estimated cost in shape of Call Deposit drawn in favor of “Hospital Director LRH Hospital” should be kept sealed in the financial proposal. An affidavit is mandatory in the technical bid that bid security is placed in the financial proposal.

- 9.1 The bid security shall be submitted from the account of the firm/bidder/contractor who submits the bid]<sup>2</sup>
- 9.2 Any bid not accompanied by an acceptable Bid Security shall be rejected by the Procuring Entity as non-responsive.
- 9.3 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.
- 9.4 [“The bid security of successful bidder be retained with the Procuring Entity till completion of the defect liability period and the amount of guarantee will be reduced by an equivalent amount”.]
- 9.5 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, pursuant to Sub-Clause 16.4 (b) hereof; 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.20.2 & 20.3.

**Additional bid security** should be received as per Khyber Pakhtunkhwa Public Procurement Regulatory Authority Notification **No SR 0(14 Vol.1-24 /2021-2022)**

- i. The contractors quoting their bids up to a limit of 10% below Engineer estimate shall submit bid security @ 2% only of Engineer Estimate.
- ii. The contractors quoting their bids more than 10% below up to 20% below on Engineers' Estimate shall submit along with their bids 8% Additional Security of Engineer's Estimated cost in addition to 2% bid security. If the bid is not accompanied with the required amount of additional security then it will be considered as non-responsive and the 2% bid security shall be forfeited in favor of Government and the second lowest bidder and so on will be considered accordingly.
- iii. Similarly, a contractor quoting bid more than 20% below shall submit with his bid an additional security on Engineer's Estimated cost equal to the differential amount of submitted bid and Engineers' Estimate along with detailed rate analysis]1. In case of more than 20% below bids, if the bid is not Accompanied by the detailed rate analysis and / or required amount of additional security, then the said bid shall be considered as non-responsive. All the securities submitted along with such non-responsive bid shall be forfeited in favor of Government and the 2nd lowest bidder and so on will be considered accordingly.
- iv. In case detailed rate analysis submitted with the bids is, in view of the Procuring Entity, not convincing, the Head of the Procuring Entity may declare such bid as non-responsive without any forfeiture of bid securities and record reasons thereof.
- v. The procuring entity may offer the contract to next lowest bidder after due diligence in the context of financial difference between such two bids or may advertise procurement opportunity afresh.
- vi. After commencements of work by the successful bidder, the procuring entity may replace the Additional Security with a bank guarantee of the same amount from the scheduled bank; if the already deposited security is not in the form of bank guarantee.
- vii. The Additional Security shall be released to the contractor in four installments i.e. 1st installment of 25% to be released upon completion of 25% of the project, 2<sup>nd</sup> installment of 25% to be released upon completion of 50% of the project, 3<sup>rd</sup> installment of 25% to be released upon completion of 75% of the project and the 4<sup>th</sup> installment of 25% to be released after 100% completion of the project.

viii. All previous orders, instructions and regulations issued regarding additional

## **10 Validity of Bids, Format, Signing and Submission of Bid**

- 10.1 The bids should be valid for a period of 180 days
- 10.2 All Schedules to Bid are to be properly completed and signed.
- 10.3 No alteration is to be made in the Form of Bid except in filling up the blanks as directed. If any alteration be made or if these instructions be not fully complied with, the bid may be rejected.
- 10.4 All documents of the bid shall be typed or written in indelible ink and shall be signed by a person or persons duly authorized to sign. 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.
- 10.5 The Bid shall be delivered in person, through courier service or sent by registered mail, or as specifically instructed by the Procuring Entity otherwise, at the address to Procuring Entity as given in Bidding Data

## **D. SUBMISSION OF BID**

### **Deadline for Submission, Modification & Withdrawal of Bids**

- 11.1 Bids must be received by the Procuring Entity at the address/provided in Bidding Data not later than the time and date stipulated therein. In the event of the specified date for the submission of bids declared a holiday for the Employer, the Bids will be received up to the appointed time on the next working day.
- 11.2 Bids submitted through telegraph, telex, fax or e-mail shall not be considered.
- 11.3 Any bid received by the Procuring Entity after the deadline for submission prescribed in Bidding Data will be returned unopened to such bidder.
- 11.4 Any bidder may modify or withdraw his bid after bid submission provided that the modification or written notice of withdrawal is received by the Procuring Entity prior to the deadline for submission of bids.
- 11.5 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.

## **E. BID OPENING AND EVALUATION**

### **12 Bid Opening, Clarification and Evaluation**

- 12.1 The Procuring Entity will open the bids, in the presence of bidders' representatives who choose to attend, at the time, date and location stipulated in the Bidding Data.
- 12.2 The bidder's name, Bid Prices, any discount, the presence or absence of Bid Security, and such other details as the Procuring Entity at its discretion may consider appropriate, will be announced by the Procuring Entity at the bid opening. The Procuring Entity will

record the minutes of the bid opening. Representatives of the bidders who choose to attend shall sign the attendance sheet.

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

- 12.3 To assist in the examination, evaluation and comparison of Bids the Engineer/Procuring Entity 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.

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

If there is a discrepancy between the unit price and total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected. If there is a discrepancy between the words and figures the amount in words shall prevail. If there is a discrepancy between the Total Bid price entered in Form of Bid and the total shown in Schedule of Prices-Summary, the amount stated in the Form of Bid will be corrected by the Procuring Entity in accordance with the Corrected Schedule of Prices.

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

- 12.3 A Bid determined as substantially non-responsive will be rejected and will not subsequently be made responsive by the bidder by correction of the non-conformity.
- 12.4 Any minor informality or non-conformity or irregularity in a Bid which does not constitute a material deviation may be waived by Procuring Entity, provided such waiver does not prejudice or affect the relative ranking of any other bidders.
- 12.5 The Engineer/Procuring Entity will evaluate and compare only the bids previously determined to be substantially responsive pursuant to as per requirements given hereunder. Bids will be evaluated for complete scope of works. The prices will be compared on the basis of the Evaluated Bid Price.

## Evaluation Criteria for the “AM&R Hostels (Civil Works)” at LRH-MTI Peshawar

The bids / proposals will be evaluated on the basis of advertisement, biddocuments and the point system as specified below.

S #	PARAMETERS	SUB-PARAMETERS	MARKS
1	Legal / Financial Requirements		
		<ul style="list-style-type: none"> <li>• PEC Registration C5/ (CE-09, CE-10) are required</li> <li>• C&amp;W/MES Registration with renewal receipt</li> <li>• CDR (2%) affidavit must be attached in the technical bid</li> <li>• NTN Registration Certificate</li> <li>• KNTN Registration Certificate</li> <li>• Not Blacklistment Affidavit</li> </ul>	Mandatory
2	TECHNICAL STAFF		12
	<p>List of Skilled Staff on stamp paper (100 Rupees) members (Full Time) <b>To be deployed on the Job</b></p> <p>(Qualifications I-e diploma/certificate, &amp; Experience)</p>	<p style="text-align: center;"><b><u>PROJECT DEDICATED</u></b></p> <p>B.Sc. Civil Engineer Registered with PEC minimum 5-year experience (04 marks)</p> <p style="text-align: center;">DAE Civil with minimum 05-year experience (each will carry 03 Marks)</p> <p style="text-align: center;">Quantity Surveyor with minimum 05-year experience (02 Marks)</p>	<p style="text-align: center;">04</p> <p style="text-align: center;">6</p> <p style="text-align: center;">2</p>
2	Financial Capabilities		20
A	AM&R of Hostels at Lady Reading Hospital Peshawar (Civil Works)	<ul style="list-style-type: none"> <li>• Annual turnover 10-20 million</li> <li>• Annual turnover 20-30 million</li> </ul> <p>(Will be supported by last 12-months FBR IT1 &amp; IT2)</p>	<p style="text-align: center;">10</p> <p style="text-align: center;">20</p>

<b>3</b>	<b>General Works Experience</b>		<b>30</b>
	Experience in general Construction/Repair & Maintenance works (Work orders/completion certificates)	Contract in Progress-Work order (3 Marks Each)  Work order with completion certificate from the last 5 years (3 Marks each)	15  15
<b>4</b>	<b>LOCAL/ REGIONAL OFFICE</b>		<b>10</b>
	Firm's office	Availability of Office /Workshop in Peshawar.	10
<b>5</b>	<b>Equipment Capability</b>	Equipment Availability & capability should be given on stamp paper. (100 Rupees)	<b>06</b>
<b>6</b>	<b>Past Performance Certificates</b>	Satisfactory Performance Certificate of Last 3 years from any Public-Sector Organization Total 4 Certificate each carry 3 marks	<b>12</b>
<b>7</b>	<b>HSSE Policy</b>	In order to comply with health, safety, security and environment policy, the tenderer is required to submit his organizational understanding of HSSE policy in this regard. The overall objective is to ensure the safety and security of all involved in the site activity	<b>10</b>

**Total Marks: 100**

**Qualifying Marks: 70**

#### 12.6 Evaluated Bid Price

In evaluating the bids, the Engineer/Procuring Entity 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.
- (ii) making an appropriate price adjustment for any other acceptable variation or deviation.
- (iii) making an appropriate price adjustment for deviations in terms of Payments (if any and acceptable to the Procuring Entity).
- (iv) discount, if any, offered by the bidders as also read out and recorded at the time of bid opening.

#### 12.7 Evaluation Methods:

- (i) Price Adjustment for Technical Compliance

The cost of making good any deficiency resulting from technical noncompliance will be added to the Corrected Total Bid Price for comparison purposes only. The adjustments will be applied taking the highest price quoted by other bidders being evaluated in detail in their original Bids for corresponding item. In case of non-availability of price from other bidders, the price will be estimated by the Engineer/Procuring Entity.

- (ii) Price Adjustment for Commercial Compliance

The cost of making good any deficiency resulting from any quantifiable variations and deviations from the Bid Schedules and Conditions of Contract, as determined by the Engineer/Procuring Entity will be added to the Corrected Total Bid Price for comparison purpose only. Adjustment for commercial compliance will be added to the Corrected Total Bid Prices.

- (iii) Price Adjustment for Deviation in Terms of Payments Refer to Bidding Data

### **13. Process to be Confidential**

- 13.1 Heretofore, no bidder shall contact Engineer/Procuring Entity on any matter relating to its Bid from the time of the Bid opening to the time the bid evaluation result is announced by the Procuring Entity. The evaluation result shall be announced at least ten (10) days prior to award of Contract. The announcement to all bidders will include table(s) comprising read out prices, discounted prices, price adjustments made, final evaluated prices and recommendations against all the bids evaluated.
- 13.2 Any effort by a bidder to influence Engineer/Procuring Entity in the Bid evaluation, Bid comparison or Contract Award decisions may result in the rejection of his Bid. Whereas, any bidder feeling aggrieved may lodge a written complaint not later than fifteen (5) days after the announcement of the bid evaluation result, however, mere fact of lodging a complaint shall not warrant suspension of procurement process.

## **F. AWARD OF CONTRACT**

### **14 Post Qualifications**

- 14.1 The Procuring Entity, 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 pre-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.

- 14.2 The determination will take into account the bidder's financial and technical capabilities. It will be based upon an examination of the documentary evidence of the bidders' qualifications submitted under Clause IB.11, as well as such other information required in the Bidding Documents.

#### **Award Criteria & Procuring Entity's Right**

- 14.3 The Procuring Entity will award the Contract to the bidder whose bid has been determined to be substantially responsive to the Bidding Documents

And who has offered the lowest evaluated Bid Price, provided that such bidder has been determined to be qualified to satisfactorily perform the Contract in accordance with the provisions.

- 15.1 Notwithstanding, the Procuring Entity 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 (acceptance of a bid or proposal rule 47(1)), without thereby incurring any liability to the affected bidders or any obligation to inform the affected bidders of the grounds for the Procuring Entity'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.

## **16 Notification of Award & Signing of Contract Agreement**

- 16.1 Prior to expiration of the period of bid validity prescribed by the Procuring Entity, the Procuring Entity will notify the successful bidder in writing (“Letter of Acceptance”) that his bid has been accepted.
- 16.2 Within seven (7) days from the date of furnishing of acceptable Performance Security under the Conditions of Contract, the Procuring Entity will send the successful bidder the Form of Contract Agreement provided in the Bidding Documents, incorporating all agreements between the parties.
- 16.3 The formal Agreement between the Procuring Entity and the successful bidder shall be executed within seven (15) days of the receipt of Form of Contract Agreement by the successful bidder from the Procuring Entity.

## **17 Performance Security**

- 17.1 The Performance Guarantee of 10% of the bid value must be submitted at the time of award of contract.
- 17.2 Failure of the successful bidder to comply with the requirements shall constitute sufficient grounds for the annulment of the award and forfeiture of the Bid Security

## **BIDDING DATA**

(This section should be filled in by the Engineer/Procuring Entity before issuance of the Bidding Documents. The following specific data for the Works to be tendered shall complement, amend or supplement the provisions in the Instructions to Bidders. Wherever there is a conflict, the provisions herein shall prevail over those in the Instructions to Bidders.)

### **Instructions to Bidders**

#### **Clause Reference**

##### **1.1 Name of Procuring Entity**

Lady Reading Hospital-MTI Peshawar

##### **Brief Description of Works**

AM & R (Civil Works)

5.1 (a) Procuring Entity's address:

10.3 Bid shall be quoted entirely in Pak. Rupees. The payment shall be made in Pak. Rupees.

11.2 The bidder/manufacture has the financial, technical and production capability necessary to perform the Contract as follows:\_\_\_\_\_

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

12.1 (a) A detailed description of the Works, essential technical and performance Characteristics.

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

**13.1 Amount of Bid Security**

**02 % of the Estimated cost (Rs: 700000/-)**

**14.1 Period of Bid Validity**

**180 days**

**14.6 (a) Procuring Entity's Address for the Purpose of Bid Submission**

Lady Reading Hospital/MTI Peshawar, Khyber Pakhtunkhwa,  
**Telephone : 0092-91-9211927 Ext: 1702**

**15.1 Deadline for Submission of Bids**

**Time: 11:30 am**

**Date: 04-06-2025**

**16.1 Venue, Time, and Date of Bid Opening**

**Venue: Office of the Associate Hospital Director LRH-MTI**

**Time: 11:30 am**

**Date: 04-06-2025**

## **16.2 Responsiveness of Bids**

- (i) the Bid is valid till required period,
- (ii) the Bid prices are firm during currency of contract (if it is a fixed price bid)
- (iii) completion period offered is within specified limits,
- (iv) the firms/Contractors are eligible to Bid and possesses the requisite experience, capability and qualification.
- (v) the Bid does not deviate from basic technical requirements and
- (vi) the Bids are generally in order, etc.

## FORM OF CONTRACT AGREEMENT

THIS CONTRACT AGREEMENT (hereinafter called the “Agreement”) made on the \_\_\_\_\_ day of \_\_\_\_\_ 200\_\_\_\_\_ between \_\_\_\_\_ (hereinafter called the “Procuring Entity”) of the one part and \_\_\_\_\_ (hereinafter called the “Contractor”) of the other part.

WHEREAS the Procuring Entity 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 Letter of Acceptance;
  - (b) The completed Form of Bid along with Schedules to Bid;
  - (c) Conditions of Contract & Contract Data;
  - (d) The priced Schedule of Prices;
  - (e) The Specifications; and
  - (f) The Drawings
3. In consideration of the payments to be made by the Procuring Entity to the Contractor as hereinafter mentioned, the Contractor hereby covenants with the Procuring Entity to execute and complete the Works and remedy defects therein in conformity and in all respects within the provisions of the Contract.
4. The Procuring Entity 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.
5. The contractor shall acquire and store ample amount of relevant construction materials including but not limited to approved tiles, paint, epoxy, wood & aluminum joinery accessories, plumbing etc. or as directed by procuring entity. Furthermore, services regarding provision of manpower shall be made upon request of procuring entity including but not limited to AutoCAD draftsman, Aluminum joinery worker, carpenter, labor, mason, scaffolder etc.
6. The contractor must execute works pertaining to Emergency Nature on directions of Manager Maintenance & Engineering/Deputy Director works prior to codal formalities.
7. A formal Email Address, Phone Number of Contractor’s nominated engineer shall be provided to procuring entity as point of contact.

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 Procuring Entity

\_\_\_\_\_  
(Seal)

\_\_\_\_\_  
(Seal)

Signed, Sealed and Delivered in the presence of:

Witness:

---

(Name, Title and Address)

Witness:

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(Name, Title and Address)