



BIDDING DOCUMENT

for

THE PROCUREMENT OF

Road Maintenance work
From Malpot Office Chowk to
Bhagwati Mandir and Yekantakuna

National Competitive Bidding (NCB)

IFB No. : 05-2074/075

Narayan Municipality

Office of the Municipal Executive, Dailekh

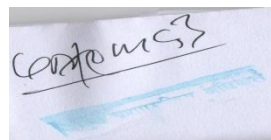
Province no 6, Nepal

Issued on: March 2018

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Invitation for Bids No.: 03

NCB No.:05-2074/075





Abbreviations

BD	Bidding Document
BDF	Bidding Forms
BDS	Bid Data Sheet
BOQ	Bill of Quantities
COF	Contract Forms
DP	Development Partners
DoLIDAR	Department of Local Infrastructure Development and Agricultural Roads
ELI	Eligibility
EQC	Evaluation and Qualification Criteria
EXP	Experience
FIN	Financial
GCC	General Conditions of Contract
GoN	Government of Nepal
ICC	International Chamber of Commerce
IFB	Invitation for Bids
ITB	Instructions to Bidders
JV	Joint Venture
LIT	Litigation
NCB	National Competitive Bidding
PAN	Permanent Account Number
PPA	Public Procurement Act
PPMO	Public Procurement Monitoring Office
PPR	Public Procurement Regulations
PL	Profit & Loss
SBD	Standard Bidding Document
SCC	Special Conditions of Contract
TS	Technical Specifications
VAT	Value Added Tax
WRQ	Works Requirements

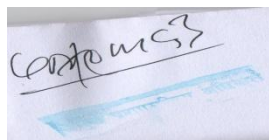
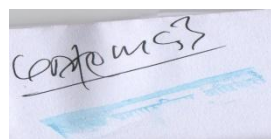




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Invitation for Bids
Narayan Municipality

Office of the Municipal Executive, Dailekh

Province no. 6, Nepal

Invitation for Bids for the Road Maintenance work from Malpot Office Chowk to Bhagwati Mandir and Yekantakuna Road

Contract Identification No:03-2074/2075

(Date of publication: 2074-12-08)

1. The Office of the **Narayan Municipality, Dailekh** has allocated funds or received a loan/credit/grant from **GoN** towards the cost of **Road improvement work from Malpot Office Chowk to Bhagwati Mandir and Yekantakuna Road** and intends to apply part of the funds to cover eligible payments under the Contract for **Road improvement work from Malpot Office Chowk to Bhagwati Mandir and Yekantakuna Road ,contract no 05-074/075**. Bidding is open to all eligible Nepalese and Foreign Bidders.
2. The Office of the **Narayan Municipality, Dailekh** invites sealed bids or electronic bids from eligible bidders for the construction of **Road** under National Competitive Bidding procedures.
3. Eligible Bidders may obtain further information and inspect the Bidding Documents at the office of **Narayan Municipality, Dailekh ,Phone no.089-410135** or may visit PPMO website www.bolpatra.gov.np .
4. A complete set of Bidding Documents may be purchased from the office **of Narayan Municipality, Dailekh** by eligible Bidders on the submission of a written application, along with the copy of company/firm registration certificate, and upon payment of a non-refundable fee of **3000** till **2075-1-7**. If so requested, the Bidding Documents can also be sent by post/courier services upon payment of additional cost of NRs. **[amount]**. However, the Employer will not be responsible for delay or non-delivery of the documents so sent.

Or

Bidder who chooses to submit their bid electronically may purchase the hard copy of the bidding documents as mentioned above or may download the bidding documents for e-submission from PPMO's Web Site www.bolpatra.gov.np (**eGP**). Bidders, submitting their bid electronically, should deposit the cost(as specified above) of bidding document in the Project's Rajaswa(revenue) account as specified below and the scanned copy (pdf format) of the Bank deposit voucher shall be uploaded by the bidder at the time of electronic submission of the bids. Information to deposit the cost of bidding document in Bank:

Name of the Bank: Rastriya Banijya Bank ,Dailekh

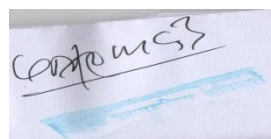
Name of Office: Narayan Municipality Office

Office Code no. : 66-365-07

Office Account no.: 4010304018102

Rajaswa (revenue) Shirshak no. :

5. Pre-bid meeting shall be held at **Narayan Municipality Office, Dailekh at 2074-12-28**.





6. Sealed or electronic bids must be submitted to the office of **Narayan Municipality, Dailekh** by hand/courier or through PPMO website www.bolpatra.gov.np. on or before **12:00 noon** on **2075-1-8**. Bids received after this deadline will be rejected.
7. The bids will be opened in the presence of Bidders' representatives who choose to attend at **2075-1-8, 2:00 pm** at the office of **Narayan Municipality, dailekh**. Bids must be valid for a period of **90** days after bid opening and must be accompanied by a bid security or scanned copy of the bid security in pdf format in case of e-bid, amounting to a minimum of 1,69,000 which shall be valid for 30 days beyond the validity period of the bid.
8. If the last date of purchasing and /or submission falls on a government holiday, then the next working day shall be considered as the last date. In such case the validity period of the bid security shall remain the same as specified for the original last date of bid submission.

Part - I

BIDDING PROCEDURES

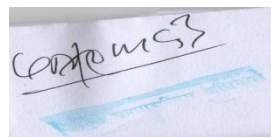
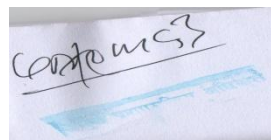




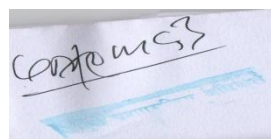
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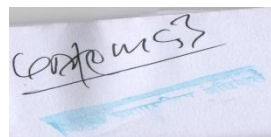


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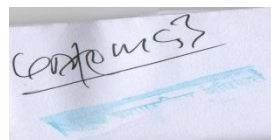
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Instructions to Bidders

A. General	
1. Scope of Bid	<p>1.1 In connection with the Invitation for Bids indicated in the Bid Data Sheet (BDS), the Employer, as indicated in the BDS, issues this Bidding Document for the procurement of Works as specified in Section V (Works Requirements). The name, identification, and number of Contracts of the National Competitive Bidding (NCB) are provided in the BDS.</p> <p>1.2 Throughout this Bidding Document:</p> <ul style="list-style-type: none">(a) the term “in writing” means communicated in written form and delivered against receipt;(b) except where the context requires otherwise, words indicating the singular also include the plural and words indicating the plural also include the singular; and(c) “day” means calendar day.
2. Source of Funds	<p>2.1 GoN Funded: In accordance with its annual program and budget, approved by the GoN, the implementing agency indicated in the BDS plans to apply a portion of the allocated budget to eligible payments under the contract(s) for which this Bidding Document is issued.</p> <p>Or</p> <p>Public Entities' own Resource Funded: In accordance with its annual program and budget, approved by the public entity, the implementing agency indicated in the BDS plans to apply a portion of the allocated budget to eligible payments under the contract(s) for which this Bidding Document is issued.</p> <p>Or</p> <p>DP Funded: The GoN has applied for or received financing (hereinafter called “funds”) from the Development Partner (hereinafter called “the DP”) indicated in the BDS toward the cost of the project named in the BDS. The GoN intends to apply a portion of the funds to eligible payments under the contract(s) for which this Bidding Document is issued.</p> <p>2.2 DP Funded: Payment by the DP will be made only at the request of the GoN and upon approval by the DP in accordance with the terms and conditions of the financing agreement between the GoN and the DP (hereinafter called the “Loan/Grant Agreement”), and will be subject in all respects to the terms and conditions of that Loan/Grant Agreement. No party other than the GoN shall derive any rights from the Loan Agreement or have any claim to the funds.</p>





3. Fraud and Corruption

3.1 The Government of Nepal (GoN) requires that the Procuring Entities as well as bidders, suppliers and contractors and their sub-contractors under GoN/DP-financed contracts, shall adhere to the highest standard of ethics during the procurement and execution of such contracts. In this context, the Employer;

(a) defines, for the purposes of this provision, the terms set forth below as follows:

(i) "corrupt practice" means the offering, giving, receiving, or soliciting, directly or indirectly, anything of value to influence improperly the actions of another party;

(ii) "fraudulent practice" 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;

(iii) "coercive practice" means impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence improperly the actions of a party;

(iv) "collusive practice" means an arrangement between two or more parties designed to achieve an improper purpose, including influencing improperly the actions of another party.

(iv) "obstructive practice" means:

(aa) deliberately destroying, falsifying, altering or concealing of evidence material to the investigation or making false statements to investigators in order to materially impede a GoN/DP investigation into allegations of a corrupt, fraudulent, coercive or collusive practice; and/or threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation; or

(bb) acts intended to materially impede the exercise of the GoN's/DP's inspection and audit rights provided for under sub-clause 3.5 below.

(b) will reject bid(s) if it determines that the bidder has, directly or through an agent, engaged in corrupt, fraudulent, collusive, coercive, or obstructive practices in competing for the contract in question;

3.2 The Bidder shall not carry out or cause to carry out the following acts with an intention to influence the implementation of the procurement process or the procurement agreement :

(a) give or propose improper inducement directly or indirectly,

(b) distortion or misrepresentation of facts,

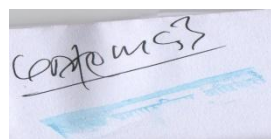
(c) engaging in corrupt or fraudulent practice or involving in such act,

(d) interference in participation of other competing bidders,

(e) coercion or threatening directly or indirectly to cause harm to the person or the property of any person to be involved in the procurement proceedings,

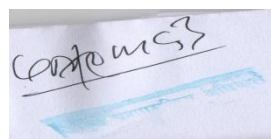
(f) collusive practice among bidders before or after submission of bids for distribution of works among bidders or fixing

artificial/uncompetitive bid price with an intention to deprive the



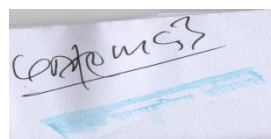


	<p>Employer the benefit of open competitive bid price,</p> <p>(g) contacting the Employer with an intention to influence the Employer with regards to the bids or interference of any kind in examination and evaluation of the bids during the period from the time of opening of the bids until the notification of award of contract.</p> <p>3.3 PPMO, on the recommendation of the Procuring Entity may blacklist a Bidder for a period of one (1) to three (3) years for its conduct including on the following grounds and seriousness of the act committed by the bidder:</p> <p>(a) if convicted by a court of law in a criminal offence which disqualifies the Bidder from participating in the contract,</p> <p>(b) if it is established that the contract agreement signed by the Bidder was based on false or misrepresentation of Bidder's qualification information,</p> <p>(c) if it at any time determines that the firm has, directly or through an agent, engaged in corrupt, fraudulent, collusive, coercive, or obstructive practices in competing for, or in executing, a GoN/DP-financed contract.</p> <p>3.4 A bidder declared blacklisted and ineligible by the GoN, Public Procurement Monitoring Office (PPMO) and/or the DP in case of DP funded project, shall be ineligible to bid for a contract during the period of time determined by the GoN, PPMO and/or the DP.</p> <p>3.5 The Contractor shall permit the GoN/DP to inspect the Contractor's accounts and records relating to the performance of the Contractor and to have them audited by auditors appointed by the GoN/DP, if so required by the GoN/DP.</p> <p>3.6 DP Funded: In pursuance of the fraud and corruption policy, the DP.</p> <p>(a) will reject a proposal if it determines that the bidder recommended for award has directly or through an agent, engaged in corrupt, fraudulent, collusive, coercive, or obstructive practices in competing for the contract in question;</p> <p>(b) will cancel the portion of the loan/ credit/ grant allocated to a contract if it determines at any time that representative(s) of the GoN or of a beneficiary of the fund engaged in corrupt, fraudulent, collusive, or coercive practices during the procurement or the execution of that contract, without the GoN having taken timely and appropriate action satisfactory to the DP to remedy the situation.</p>
4. Eligible Bidders	<p>4.1 A Bidder may be a natural person, private entity, or government - owned entity—subject to ITB 4.5—or any combination of them in the form of a Joint Venture (JV) under an existing agreement, or with the intent to constitute a legally-enforceable joint venture. In the case of a JV:</p> <p>(a) all partners shall be jointly and severally liable for the execution of the Contract in accordance with the Contract terms. Maximum number of JV shall be as specified in the BDS. The qualification requirement of the parties to the JV shall be as specified in Section</p>



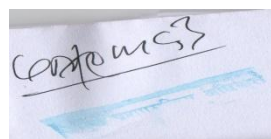


	<p>III Evaluation and Qualification Criteria, and</p> <p>(b) the JV shall nominate a Representative who shall have the authority to conduct all business for and on behalf of any and all the parties of the JV during the bidding process and, in the event the JV is awarded the Contract, during Contract execution.</p> <p>4.2A Bidder, and all parties constituting the Bidder, shall have the nationality of any country or eligible countries mentioned in the BDS. A Bidder shall be deemed to have the nationality of a country if the Bidder is a citizen or is constituted, or incorporated, and operates in conformity with the provisions of the laws of that country. This criterion shall also apply to the determination of the nationality of proposed sub Contractors or suppliers for any part of the Contract including related services.</p> <p>4.3 A Bidder shall not have a conflict of interest. A Bidder found to have a conflict of interest shall be disqualified. A Bidder may be considered to be in a conflict of interest with one or more parties in this bidding process, if:</p> <p>(a) they have controlling partners in common; or</p> <p>(b) they receive or have received any direct or indirect subsidy from any of them; or</p>
	<p>(c) they have the same legal representative for purposes of this bid; or</p> <p>(d) they have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about or influence on the Bid of another Bidder, or influence the decisions of the Employer regarding this bidding process; or</p> <p>(e) a Bidder participates in more than one bid in this bidding process either individually or as a partner in a joint venture. Participation by a Bidder in more than one Bid will result in the disqualification of all Bids in which the party is involved. However, this does not limit the inclusion of the same sub Contractor in more than one bid; or</p> <p>(f) a Bidder or any of its affiliates participated as a consultant in the preparation of the design or technical specifications of the Contract that is the subject of the Bid; or</p> <p>(g) a Bidder or any of its affiliates has been hired (or is proposed to be hired) by the Employer as Engineer for the Contract.</p> <p>4.4A firm that is under a declaration of ineligibility by the GoN/DP in accordance with ITB 3, at the date of the deadline for bid submission or thereafter, shall be disqualified.</p> <p>4.5Enterprises owned by Government shall be eligible only if they can establish that they are legally and financially autonomous and operate under commercial law, and that they are not a dependent agency of the GoN.</p> <p>4.6Bidders shall provide such evidence of their continued eligibility satisfactory to the Employer, as the Employer shall reasonably request.</p>



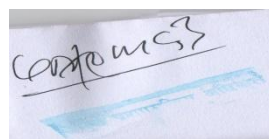


	<p>4.7 In case a prequalification process has been conducted prior to the bidding process, this bidding is open only to prequalified Bidders.</p> <p>4.8 Firms shall be excluded in any of the cases, if</p> <p>(a) by an act of compliance with a decision of the United Nations Security Council taken under Chapter VII of the Charter of the United Nations, Nepal prohibits any import of goods or Contracting of works or services from that country or any payments to persons or entities in that country.</p> <p>(b) DP Funded: as a matter of law or official regulation, Nepal prohibits commercial relations with that country, provided that the DP is satisfied that such exclusion does not preclude effective competition for the supply of goods or related services required;</p>
	<p>(c) DP Funded: a firm has been determined to be ineligible by the DP in relation to their guidelines or appropriate provisions on preventing and combating fraud and corruption in projects financed by them.</p> <p>4.9 The bidder shall meet the eligibility criteria specified in section III (Evaluation and Qualification Criteria) of bid document.</p>
<p>5. Eligible Materials, Equipment and Services</p>	<p>5.1 The materials, equipment and services to be supplied under the Contract shall have their origin in any source countries as defined in ITB 4.2 above and all expenditures under the Contract will be limited to such materials, equipment, and services. At the Employer's request, Bidders may be required to provide evidence of the origin of materials, equipment and services.</p> <p>5.2 For purposes of ITB 5.1 above, "origin" means the place where the materials and equipment are mined, grown, produced or manufactured, and from which the services are provided. Materials and equipment are produced when, through manufacturing, processing, or substantial or major assembling of components, a commercially recognized product results that differs substantially in its basic characteristics or in purpose or utility from its components.</p>
<p>B. Contents of Bidding Documents</p>	
<p>6. Sections of Bidding Document</p>	<p>6.1 The Bidding Document consist of Parts I, II, and III, which include all the Sections indicated below, and should be read in conjunction with any Addenda issued in accordance with ITB 8.</p> <p>PART I Bidding Procedures</p> <p>Section I Instructions to Bidders (ITB)</p> <p>Section II Bid Data Sheet (BDS)</p> <p>Section III Evaluation and Qualification Criteria (EQC)</p> <p>Section IV Bidding Forms (BDF)</p> <p>PART II Requirements</p> <p>Section V Works Requirements (WRQ)</p> <p>Section VI Bill of Quantities (BOQ)</p>



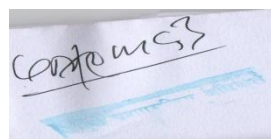


	<p>PART III Conditions of Contract and Contract Forms</p> <p>Section VII General Conditions of Contract (GCC) Section VIII Special Conditions of Contract (SCC) Section IX Contract Forms (COF)</p> <p>6.2 The Invitation for Bids issued by the Employer is not part of the Bidding Document.</p> <p>6.3 The Employer is not responsible for the completeness of the Bidding Document and their Addenda, if they were not obtained directly from the source stated by the Employer in the Invitation for Bids.</p> <p>6.4 The Bidder is expected to examine all instructions, forms, terms, and specifications in the Bidding Document. Failure to furnish all information or documentation required by the Bidding Document may result in the rejection of the bid.</p>
<p>7. Clarification of Bidding Document, Site Visit, Pre-Bid Meeting</p>	<p>7.1 A prospective Bidder requiring any clarification of the Bidding Document shall contact the Employer in writing at the Employer's address indicated in BDS or raise any question or curiosity during the pre-bid meeting if provided for in accordance with ITB 7.4. The Employer shall be required to make available as soon as possible the answer to such question or curiosity in writing to any request for clarification, provided that such request is received as mentioned in ITB 7.5. The Employer shall forward copies of its response to all Bidders who have acquired the Bidding Document in accordance with ITB 6.3, including a description of the inquiry but without identifying its source. Should the Employer deem it necessary to amend the Bidding Document as a result of a request for clarification, it shall do so following the procedure under ITB 8 and ITB 22.2.</p> <p>7.2 The Bidder is encouraged to visit and examine the Site of Works and its surroundings and obtain for itself, on its own risk and responsibility, all information that may be necessary for preparing the bid and entering into a Contract for construction of the Works. The costs of visiting the Site shall be at the Bidder's own expense.</p> <p>7.3 The Bidder and any of its personnel or agents will be granted permission by the Employer to enter upon its premises and lands for the purpose of such visit, but only upon the express condition that the Bidder, its personnel, and agents will release and indemnify the Employer and its personnel and agents from and against all liability in respect thereof, and will be responsible for death or personal injury, loss of or damage to property, and any other loss, damage, costs, and expenses incurred as a result of the inspection.</p> <p>7.4 The Bidder's designated representative is invited to attend a pre-bid meeting, if provided for in the BDS. The purpose of the meeting will be to clarify issues and to answer questions on any matter that may be raised at that stage.</p> <p>7.5 The Bidder is requested, as far as possible, to submit any questions in writing, to reach the Employer as mentioned in BDS.</p>



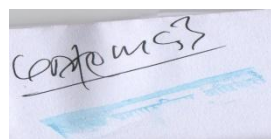


	<p>7.5 The Bidder is requested, as far as possible, to submit any questions in writing, to reach the Employer as mentioned in BDS.</p> <p>7.6 Minutes of the pre-bid meeting, including the text of the questions raised, without identifying the source, and the responses given, together with any responses prepared after the meeting, will be transmitted promptly to all Bidders who have acquired the Bidding Document in accordance with ITB 6.3. Any modification to the Bidding Document that may become necessary as a result of the pre-bid meeting shall be made by the Employer exclusively through the issue of an addendum pursuant to ITB 8 and not through the minutes of the pre-bid meeting.</p> <p>7.7 Non attendance at the pre-bid meeting will not be a cause for disqualification of a Bidder.</p>
<p>8. Amendment of Bidding Document</p>	<p>8.1 At any time prior to the deadline for submission of bids, the Employer may amend the Bidding Document by issuing agenda.</p> <p>8.2 Any addendum issued shall be part of the Bidding Document and shall be communicated in writing to all who have obtained the Bidding Document from the Employer in accordance with ITB 6.3.</p> <p>8.3 To give 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 the submission of bids, pursuant to ITB 22.2</p>
<p>C. Preparation of Bids</p>	
<p>9. Cost of Bidding</p>	<p>9.1 The Bidder shall bear all costs associated with the preparation and submission of its Bid, and the Employer shall in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.</p>
<p>10. Language of Bid</p>	<p>10.1 The Bid, as well as all correspondence and documents relating to the bid exchanged by the Bidder and the Employer, shall be written in the language specified in the BDS. Supporting documents and printed literature that are part of the Bid may be in another language provided they are accompanied by an accurate translation of the relevant passages in the language specified in the BDS, in which case, for purposes of interpretation of the Bid, such translation shall govern.</p>
<p>11. Documents Comprising the Bid</p>	<p>11.1 The Bid shall comprise the following:</p> <ul style="list-style-type: none"> (a) Letter of Bid; (b) completed Schedules, in accordance with ITB 12 and 14, or as stipulated in the BDS; (c) Bid Security, in accordance with ITB 19; (d) alternative bids, at Bidder's option and if permissible, in accordance with ITB 13; (e) written confirmation authorizing the signatory of the Bid to commit



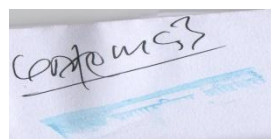


	<p>the Bidder, in accordance with ITB 20.2;</p> <p>(f) documentary evidence in accordance with ITB 17 establishing the Bidder's qualifications to perform the Contract;</p> <p>(g) Technical Proposal in accordance with ITB 16;</p> <p>(h) In the case of a bid submitted by a JV, the JV agreement, or letter of intent to enter into a JV including a draft agreement, indicating at least the parts of the Works to be executed by the respective partners; and</p> <p>(i) Any other document required in the BDS.</p>
12. Letter of Bid and Schedules	<p>12.1 The Letter of Bid, Schedules, and all documents listed under ITB 11, shall be prepared using the relevant forms in Section 4 (Bidding Forms), if so provided. The forms must be completed without any alterations to the text, and no substitutes shall be accepted. All blank spaces shall be filled in with the information requested.</p>
13. Alternative Bids	<p>13.1 Unless otherwise indicated in the BDS, alternative bids shall not be considered.</p> <p>13.2 When alternative times for completion are explicitly invited, a statement to that effect will be included in the BDS, as will the method of evaluating different times for completion.</p> <p>13.3 When specified in the BDS pursuant to ITB 13.1, and subject to ITB 13.4 below, Bidders wishing to offer technical alternatives to the requirements of the Bidding Document must first price the Employer's design as described in the Bidding Document and shall further provide all information necessary for a complete evaluation of the alternative by the Employer, including drawings, design calculations, technical specifications, breakdown of prices, and proposed construction methodology and other relevant details. Only the technical alternatives, if any, of the lowest evaluated Bidder conforming to the basic technical requirements shall be considered by the Employer.</p> <p>13.4 When specified in the BDS, Bidders are permitted to submit alternative technical solutions for specified parts of the Works. Such parts will be identified in the BDS and described in Section V (Works Requirements). The method for their evaluation will be stipulated in Section III (Evaluation and Qualification Criteria).</p>
14. Bid Prices and Discounts	<p>14.1 The prices and discounts quoted by the Bidder in the Letter of Bid and in the Schedules shall conform to the requirements specified below.</p> <p>14.2 The Bidder shall submit a bid for the whole of the works described in ITB 1.1 by filling in prices for all items of the Works, as identified in Section IV (Bidding Forms). In case of Unit Rate Contracts, the Bidder shall fill in rates and prices for all items of the Works described in the Bill of Quantities. Items against which no rate or price is entered by the Bidder will not be paid for by the Employer when executed and shall be deemed covered by the rates for other items and prices in the Bill of Quantities.</p> <p>14.3 The price to be quoted in the Letter of Bid shall be the total price of the Bid, excluding any discounts offered.</p>



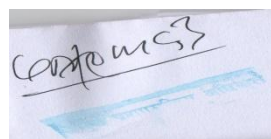


	<p>14.4 Unconditional discounts, if any, and the methodology for their application shall be quoted in the Letter of Bid, in accordance with ITB 12.1.</p> <p>14.5 If so indicated in ITB 1.1, bids are invited for individual Contracts or for any combination of Contracts (packages). Bidders wishing to offer any price reduction for the award of more than one Contract shall specify in their bid the price reductions applicable to each package, or alternatively, to individual Contracts within the package. Price reductions or discounts shall be submitted in accordance with ITB 14.4, provided the bids for all Contracts are submitted and opened at the same time.</p> <p>14.6 Unless otherwise provided in the BDS and the Conditions of Contract, the prices quoted by the Bidder shall be fixed. If the prices quoted by the Bidder are subject to adjustment during the performance of the Contract in accordance with the provisions of the Conditions of Contract, the Bidder shall furnish the indices and weightings for the price adjustment formulae in the Table of Adjustment Data in Section IV (Bidding Forms) and the Employer may require the Bidder to justify its proposed indices and weightings.</p> <p>14.7 The bidder is subject to local taxes such as VAT, social charges or income taxes on nonresident international personnel, and also duties, fees, levies on amounts payable by the employer under the Contract.</p> <p>All duties, taxes, and other levies payable by the Contractor under the Contract, or for any other cause, as of the date 30 days prior to the deadline for submission of bids, shall be included in the rates and prices and the total bid price submitted by the Bidder.</p>
<p>15. Currency of Bid and Payment</p>	<p>15.1 The currency of the bid and payment shall be in Nepalese Rupees.</p>
<p>16. Documents comprising the Technical Proposal</p>	<p>16.1 The Bidder shall furnish a Technical Proposal including a statement of work methods, equipment, personnel, schedule and any other information as stipulated in Section IV (Bidding Forms), in sufficient detail to demonstrate the adequacy of the Bidders' proposal to meet the work requirements and the completion time.</p>
<p>17. Documents Establishing the Qualifications of the Bidder</p>	<p>17.1 To establish its qualifications to perform the Contract in accordance with Section III (Evaluation and Qualification Criteria) the Bidder shall provide the information requested in the corresponding information sheets included in Section IV (Bidding Forms).</p>
<p>18. Period of Validity of Bids</p>	<p>18.1 Bids shall remain valid for the period specified in the BDS after the bid submission deadline date prescribed by the Employer. A bid valid for a shorter period shall be rejected by the Employer as nonresponsive.</p> <p>18.2 In exceptional circumstances, prior to the expiration of the bid validity period, the Employer may request Bidders to extend the</p>





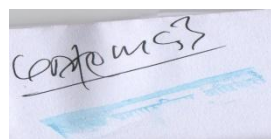
	<p>period of validity of their Bids. The request and the responses shall be made in writing. If a bid security is requested in accordance with ITB 19, it shall also be extended 30 days beyond the deadline of the extended validity period. A Bidder may refuse the request without forfeiting its bid security. A Bidder granting the request shall not be required or permitted to modify its Bid.</p>
19. Bid Security	<p>19.1 The Bidder shall furnish as part of its bid, in original form, a bid security as specified in the BDS. In case of e-submission of bid, the Bidder shall upload scanned copy of Bid security letter at the time of electronic submission of the bid. The Bidder accepts that the scanned copy of the Bid security shall, for all purposes, be equal to the original. The details of original Bid Security and the scanned copy submitted with e-bid should be the same otherwise the bid shall be non-responsive.</p> <p>19.2 The bid security shall be, at the Bidder's option, in any of the following forms:</p> <ul style="list-style-type: none">(a) an unconditional bank guarantee from "A" class commercial bank or;(b) cash deposit voucher in the Employer's Account as specified in BDS. <p>In the case of a bank guarantee, the bid security shall be submitted either using the Bid Security Form included in Section IV (Bidding Forms) or in another Form acceptable to the employer. The form must include the complete name of the Bidder. The bid security shall be valid for minimum thirty (30) days beyond the original validity period of the bid, or beyond any period of extension if requested under ITB 18.2.</p> <p>19.3 The bid security issued by any foreign Bank outside Nepal must be counter guaranteed by an "A" class commercial Bank in Nepal.</p> <p>19.4 Any bid not accompanied by an enforceable and substantially compliant bid security shall be rejected by the Employer as nonresponsive. In case of e- Submission, if the scanned copy of an acceptable Bid Security letter is not uploaded with the electronic Bid then Bid shall be rejected.</p> <p>19.5 The bid security of unsuccessful Bidders shall be returned within three days, once the successful bidder has furnished the required performance security and signed the Contract Agreement pursuant to ITB 38.1 and 39.1.</p> <p>19.6 The bid security shall be forfeited if:</p> <ul style="list-style-type: none">(a) a Bidder requests for withdrawal or modification of its bid during the period of bid validity specified by the Bidder on the Letter of Bid, except as provided in ITB 18.2(b) a bidder does not accept the correction of arithmetical errors pursuant to clause 31.1 ;(c) a bidder changes the prices or substance of the bid while providing information pursuant to clause 27.1;





	<p>(d) a bidder involves in fraud and corruption pursuant to clause 3.1;</p> <p>(e) the successful Bidder fails to:</p> <p>(i) furnish a performance security in accordance with ITB 38.1; or</p> <p>(ii) sign the Contract in accordance with ITB 39.1</p> <p>19.7 The Bid Security of a JV shall be in the name of the JV that submits the bid. If the JV has not been legally constituted at the time of bidding, the Bid Security shall be in the names of all future partners as named in the letter of intent mentioned in ITB 4.1.</p>
<p>20. Format and Signing of Bid</p>	<p>20.1 The Bidder shall prepare one original of the documents comprising the bid as described in ITB 11 and clearly mark it "ORIGINAL". Alternative bids, if permitted in accordance with ITB 13, shall be clearly marked "ALTERNATIVE". In addition, the Bidder shall submit copies of the bid in the number specified in the BDS, and clearly mark each of them "COPY." In the event of any discrepancy between the original and the copies, the original shall prevail.</p> <p>In case of e-submission of bid, the Bidder shall submit his bid electronically in PDF or web forms files as specified in ITB Clause 21.1(b). If a Bidder submits both the electronic bid and a bid in hard copy within the bid submission deadline, then the submitted Bids shall be accepted for evaluation provided that the facts and figures in hard copy confirm to those in electronic bid. If there is any major discrepancy in fact and figures in the electronic bid and bid in hard copy, it shall be treated as two separate bids from one Bidder and both the Bids shall be disqualified, as per ITB Clause 4.3 (e).</p> <p>20.2 The original and all copies of the bid shall be typed or written in indelible ink and shall be signed by a person duly authorized to sign on behalf of the Bidder. This authorization shall consist of a written confirmation as specified in the BDS and shall be attached to the bid. The name and position held by each person signing the authorization must be typed or printed below the signature. All pages of the bid, except for unamended printed literature, shall be signed or initialed by the person signing the bid.</p> <p>20.3 Any amendments such as interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the person signing the bid.</p>

D. Submission and Opening of Bids	
<p>21. Sealing and Marking of Bids</p>	<p>21.1 Bidders may always submit their bids by mail or by hand or by courier. When so specified in the BDS, bidders shall have the option of submitting their bids electronically. Procedures for submission,</p>





sealing and marking are as follows:

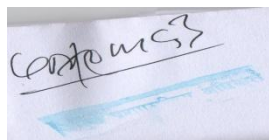
- (a) Bidders submitting bids by mail, by hand or by courier
- i. Bidders shall enclose the original and each copy of the Bid, including alternative bids, if permitted in accordance with ITB 13, in separate sealed envelopes, duly marking the envelopes as “ORIGINAL”, “ALTERNATIVE” and “COPY.” These envelopes containing the original and the copies shall then be enclosed in one single envelope.
 - ii. The inner and outer envelopes shall:
 - (aa) bear the name and address of the Bidder;
 - (bb) be addressed to the Employer as provided in BDS 22.1;
 - (cc) bear the specific identification of this bidding process indicated in BDS 1.1; and
 - (dd) bear a warning not to open before the time and date for bid opening.
 - iii. If all envelopes are not sealed and marked as required, the Employer will assume no responsibility for the misplacement or premature opening of the bid.

(b) Bidders submitting bids electronically

Bidders shall follow the electronic bid submission procedures specified below:

- i. **For e-submission**, the bidder is required to register in the e-GP portal <https://www.bolpatra.gov.np> for downloading and submitting the bid electronically.
- ii. Interested bidders may either purchase the bidding documents from the employer's office as specified in the invitation for bid (IFB) or bidders registered in the e-GP portal of PPMO may download the bidding document from <http://www.bolpatra.gov.np> after login. If bidders choose to download the bidding document and submit the bid electronically, then the cost of the bidding document shall be deposited as specified in IFB. In addition, electronic scanned copy (.pdf format) of the bank deposit voucher/cash receipt should also be submitted along with the electronic bid files.
- iii. The bidder shall then prepare/fill the documents and forms included in the issued bid documents or the downloaded bid documents from the e-GP portal of PPMO- <http://www.bolpatra.gov.np> as applicable. The required documents and forms shall be prepared in PDF form and/or shall be filled in the web forms in the e-GP system as specified below.

S. N.	Document	Requirement	Remarks
1	Letter of Bid	Mandatory	PDF/Web Forms

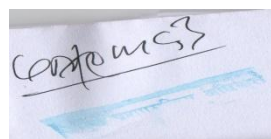




2	Bid Security (Bank Guarantee)	Mandatory	PDF
3	Company registration	Mandatory	PDF
4	VAT registration	Mandatory	PDF
5	Tax clearances certificate or evidence of tax return submission	Mandatory	PDF
6	Power of Attorney of Bid signatory	Mandatory	PDF
7	Declaration Letter	Mandatory	PDF
8	Bank Voucher for cost of bid document	Mandatory	PDF
9	Joint venture agreement	Mandatory	Mandatory in case of JV Bids Only
10	Qualification Information	Mandatory	Web Forms (Experience, Turnover, etc.)
11	Applicable Price Adjustment Table	Mandatory	If applicable
12	Completed BOQ	Mandatory	Web Forms

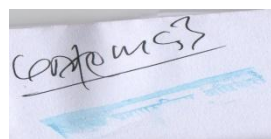
Note:

- a) *The documents specified as "Mandatory" should be included in e-submission and non submission of the documents shall be considered as non-responsive bid.*
- b) *Bidders (all partners in case of JV) should verify/update their profile documents as appropriate for the specific bid before submitting their bid electronically.*
- iv) *The Bidder shall then upload the PDF bid files and submit the complete bid online through e-GP portal of PPMO- <http://www.bolpatra.gov.np> within the specified date and time.*
- v) *Bidders are advised to download the bid submission report to ensure that all the documents/ files are up to date and complete.*
- vi) *The Bidder / Bid shall meet the following requirements and conditions for e-submission of bids;*
 - aa) *The e-submitted bids must be readable through open standards interfaces. Unreadable and or partially submitted bid files (not complying as per ITB Clause 21.1(d) shall be considered incomplete and rejected for further bid evaluation.*
 - bb) *In addition to electronically submitted PDF files/web forms, the*



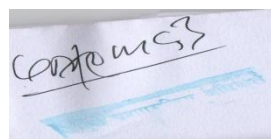


	<p>Bidder shall be required to submit original bid security letter/ documents and clarifications as specified in ITB Clause 27.3. If a bidder does not submit the original Bid security letter and requested documents and or clarifications within the specified time limit then the bid shall not be considered for further evaluation.</p> <p>cc) If major discrepancy is found between the electronically submitted PDF bid files and the documents/ clarifications provided by the Bidder as per ITB Clause 27.3, then the bid shall not be considered for further evaluation.</p> <p>dd) The facility for submission of bid electronically through e-submission is to promote transparency, non-discrimination, equality of access, and open competition in the bidding process. The Bidders are fully responsible to use the e- submission facility properly in e-GP portal of PPMO- http://www.bolpatra.gov.np as per specified procedures and in no case the Employer shall be held liable for Bidder's inability to use this facility.</p> <p>ee) When a bidder submits electronic bid through the PPMO e-GP portal, it is assumed that the bidder has prepared the bid by studying and examining the complete set of the Bidding documents including specifications, drawings and conditions of contract.</p> <p>ff) Bidders who submit electronic bid should deposit the bidding document fee as specified in IFB and upload the scan copy (in pdf format) of the deposit voucher at the time of bid submission. The deposited amount shall be verified by the Employer during the bid evaluation process. The submitted Bid shall be non-responsive and shall not be evaluated if the cost for bidding document is not deposited as specified in the IFB.</p>
<p>22. Deadline for Submission of Bids</p>	<p>22.1 Bids must be received by the Employer at the address and no later than the date and time indicated in the BDS.</p> <p>In case of e-submission, the standard time for e-submission is Nepalese Standard Time as set out in the server. The e-procurement system will accept the e-submission of bid from the date of publishing of notice and will automatically not allow the e-submission of bid after the deadline for submission of bid.</p> <p>22.2 The Employer may, at its discretion, extend the deadline for the submission of bids by amending the Bidding Document in accordance with ITB 8, in which case all rights and obligations of the Employer and Bidders previously subject to the deadline shall thereafter be subject to the deadline as extended.</p>
<p>23. Late Bids</p>	<p>23.1 The Employer shall not consider any bid that arrives after the deadline for submission of bids, in accordance with ITB 22. Any bid received by the Employer after the deadline for submission of bids shall be declared late, rejected, and returned unopened to the Bidder.</p>
<p>24. Withdrawal, and Modification of</p>	<p>24.1 A Bidder may withdraw, or modify its bid after it has been submitted either in hard copy or by e-submission. Procedures for</p>





Bids	<p>withdrawal or modification of submitted bids are as follows:</p> <p>(i) Bids submitted in hard Copy</p> <p>a) Bidders may withdraw or modify its bids by sending a written notice in a sealed envelope, duly signed by an authorized representative, and shall include a copy of the authorization in accordance with ITB 20.2. The corresponding modification of the bid must accompany the respective written notice. All notices must be:</p> <p>(aa) prepared and submitted in accordance with ITB 20 and ITB 21, and in addition, the respective envelopes shall be clearly marked “WITHDRAWAL”, “MODIFICATION;” and</p> <p>(bb) received by the Employer prior to the deadline prescribed for submission of bids, in accordance with ITB 22.</p> <p>ii) E-submitted bids.</p> <p>a) Bidder may submit modification or withdrawal through e-GP system by uploading PDF scan copy of their “Modification” or “Withdrawal letter duly signed by an authorized representative and a written Power of Attorney of the signatory for modification or withdrawal duly signed by Authorized representative of the firm/all partners in case of Joint venture. Once a Bid is withdrawn, bidder won’t be able to submit another bid response for the same bid.</p> <p>b) Withdrawal and modification of bids through hard copy shall not be considered in case of e-submitted bids</p> <p>24.2 Bids requested to be withdrawn in accordance with ITB 24.1 shall be returned unopened to the Bidders after completion of the bid opening.</p> <p>24.3 No bid may be withdrawn, or modified in the interval between the deadline for submission of bids and the expiration of the period of bid validity specified by the Bidder on the Letter of Bid or any extension thereof.</p>
25. Bid Opening	<p>25.1 The Employer shall open the bids in public at the address, date and time specified in the BDS in the presence of Bidders` designated representatives and anyone who choose to attend.</p> <p>25.2 The Employer shall download the e-submitted bid files. The e-procurement system allows the Employer to download the e-submitted bid files (report) only after bid opening date and time after login simultaneously by at least two members of the Bid opening committee.</p> <p>25.3 Electronically submitted bid shall be opened at first in the same time and date as specified above. Electronic Bids shall be opened one by one and read out. The e-submitted bids must be readable through open standards interfaces. Unreadable and or partially submitted bid files shall be considered incomplete.</p> <p>25.4 Thereafter, envelopes marked “WITHDRAWAL” shall be opened and read out and the envelope with the corresponding bid shall not be opened, but returned to the Bidder. No bid withdrawal shall be Permitted unless the corresponding withdrawal notice contains</p>

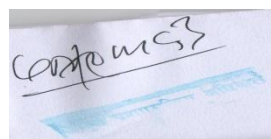




	<p>a valid authorization to request the withdrawal and is read out at bid opening. Next, envelopes marked “MODIFICATION” shall be opened and read out with the corresponding bid. No bid modification shall be permitted unless the corresponding modification notice contains a valid authorization to request the modification and is read out at bid opening. Only envelopes that are opened and read out at bid opening shall be considered further.</p>
	<p>25.5 All other envelopes shall be opened one at a time, reading out: the name of the Bidder; the Bid Price(s), including any discounts and alternative bids and indicating whether there is a modification; the presence of a bid security and any other details as the Employer may consider appropriate. Only discounts and alternative offers read out at bid opening shall be considered for evaluation.</p> <p>No bid shall be rejected at bid opening except for late bids, in accordance with ITB 23.1.</p> <p>25.6 The Employer shall prepare a record of the bid opening that shall include, as a minimum: the name of the Bidder and whether there is a withdrawal, or modification; the Bid Price, per Contract if applicable, including any discounts and alternative offers; and the presence or absence of a bid security. The Bidders’ representatives who are present shall be requested to sign the record. The omission of a Bidder’s signature on the record shall not invalidate the contents and effect of the record.</p>

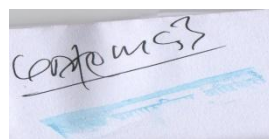
E. Evaluation and Comparison of Bids

<p>26. Confidentiality</p>	<p>26.1 Information relating to the examination, evaluation, comparison, and post-qualification of bids and recommendation of Contract award, shall not be disclosed to Bidders or any other persons not officially concerned with such process until information on Contract award is communicated to all Bidders.</p> <p>26.2 Any attempt by a Bidder to influence the Employer in the evaluation of the bids or Contract award decisions may result in the rejection of its bid.</p> <p>26.3 Notwithstanding ITB 26.2, from the time of bid opening to the time of Contract award, if any Bidder wishes to contact the Employer on any matter related to the bidding process, it may do so in writing.</p>
<p>27. Clarification of Bids</p>	<p>27.1 To assist in the examination, evaluation, and comparison of the bids, and qualification of the Bidders, the Employer may, at its discretion, ask any Bidder for a clarification of its bid. Any clarification submitted by a Bidder that is not in response to a request by the Employer shall not be considered. The Employer’s request for clarification and the response shall be in writing. No change in</p>



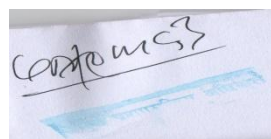


	<p>the prices or substance of the bid shall be sought, offered, or permitted, except to confirm the correction of arithmetic errors discovered by the Employer in the evaluation of the bids, in accordance with ITB 31. In case of e-submission of bid, upon notification from the employer, the bidder shall also submit the original of documents comprising the bid as per ITB 11.1 for verification of submitted documents for acceptance of the e-submitted bid.</p> <p>27.2 If a Bidder does not provide clarifications of its bid by the date and time set in the Employer's request for clarification, its bid may be rejected.</p>
28. Deviations, Reservations, and Omissions	<p>28.1 During the evaluation of bids, the following definitions apply:</p> <p>(a) "Deviation" is a departure from the requirements specified in the Bidding Document;</p> <p>(b) "Reservation" is the setting of limiting conditions or withholding from complete acceptance of the requirements specified in the Bidding Document; and</p> <p>(c) "Omission" is the failure to submit part or all of the information or documentation required in the Bidding Document.</p>
29. Determination of Responsiveness	<p>29.1 The Employer's determination of a bid's responsiveness is to be based on the contents of the bid itself, as defined in ITB 11.</p> <p>29.2 A substantially responsive bid is one that meets the requirements of the Bidding Document without material deviation, reservation, or omission. A material deviation, reservation, or omission is one that,</p> <p>(a) if accepted, would:</p> <p>(i) affect in any substantial way the scope, quality, or performance of the Works specified in the Contract;</p> <p>or</p> <p>(ii) limit in any substantial way, inconsistent with the Bidding Document, the Employer's rights or the Bidder's obligations under the proposed Contract; or</p> <p>(b) if rectified, would unfairly affect the competitive position of other Bidders presenting substantially responsive bids.</p> <p>29.3 The Employer shall examine the technical aspects of the bid submitted in accordance with ITB 16, Technical Proposal, in particular, to confirm that all requirements of Section V (Works Requirements) have been met without any material deviation, reservation or omission.</p>
	<p>29.4 If a bid is not substantially responsive to the requirements of the Bidding Document, it shall be rejected by the Employer and may not subsequently be made responsive by correction of the material</p>



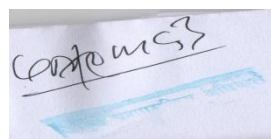


	deviation, reservation, or omission.
30. Nonconformities, Errors, and Omissions	<p>30.1 Provided that a bid is substantially responsive, the Employer may waive any non-conformities in the bid.</p> <p>30.2 Provided that a bid is substantially responsive, the Employer may request that the Bidder submit the necessary information or documentation, within a reasonable period of time, to rectify nonmaterial nonconformities in the bid related to documentation requirements. Requesting information or documentation on such nonconformities shall not be related to any aspect of the price of the bid. Failure of the Bidder to comply with the request may result in the rejection of its bid.</p> <p>30.3 Provided that a bid is substantially responsive, the Employer shall rectify quantifiable nonmaterial nonconformities related to the Bid Price. To this effect, the Bid Price may be adjusted, for comparison purposes only, to reflect the price of a missing or non-conforming item or component. The adjustment shall be made using the methods indicated in Section III (Evaluation and Qualification Criteria).</p> <p>30.4 If minor discrepancies are found such as in technical specification, description, feature which does not make the bid to be rejected, then the cost, which is calculated to the extent possible due to such differences, shall be included while evaluating the bid.</p> <p>30.5 If the value of such non-conformities is found to be more than fifteen percent of the quoted amount of the bidder on account of minor discrepancies pursuant to ITB 30.4, such bid shall be considered ineffective in substance and shall not be involved in evaluation.</p>
31. Correction of Arithmetical Errors	<p>31.1 Provided that the bid is substantially responsive, the Employer shall correct arithmetical errors on the following basis:</p> <p>(a) only for unit price Contracts, if there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected, unless in the opinion of the Employer there is an obvious misplacement of the decimal point in the unit price, in which case the total price as quoted shall govern and the unit price shall be corrected;</p> <p>(b) if there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected; and</p> <p>(c) if there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail subject to (a) and (b) above.</p> <p>31.2 If the Bidder that submitted the lowest evaluated bid does not accept the correction of errors, its bid shall be disqualified and its bid security shall be forfeited.</p>
32. Evaluation of Bids	<p>32.1 The Employer shall use the criteria and methodologies listed in this</p>



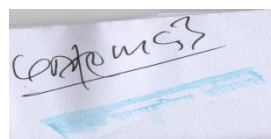


	<p>Clause. No other evaluation criteria or methodologies shall be permitted.</p> <p>32.2 To evaluate a bid, the Employer shall consider the following:</p> <ul style="list-style-type: none">(a) the bid price, excluding Value Added Tax, Provisional Sums, and the provision, if any, for contingencies in the Summary Bill of Quantities, for Unit Rate Contracts, or Schedule of Prices for lump sum Contracts, but including Day work items, where priced competitively;(b) price adjustment for correction of arithmetic errors in accordance with ITB 31.1;(c) price adjustment due to discounts offered in accordance with ITB 14.4;(d) adjustment for nonconformities in accordance with ITB 30.3;(e) application of all the evaluation factors indicated in Section III (Evaluation and Qualification Criteria); <p>32.3 The estimated effect of the price adjustment provisions of the Conditions of Contract, applied over the period of execution of the Contract, shall not be taken into account in bid evaluation.</p> <p>32.4 If this Bidding Document allows Bidders to quote separate prices for different Contracts, and to award multiple Contracts to a single Bidder, the methodology to determine the lowest evaluated price of the Contract combinations, including any discounts offered in the Letter of Bid, is specified in Section III (Evaluation and Qualification Criteria).</p> <p>32.5 If the bid for an Unit Rate Contract, which results in the lowest Evaluated Bid Price, is seriously unbalanced, front loaded or substantially below updated estimates in the opinion of the Employer, the Employer may require the Bidder to produce detailed price analysis for any or all items of the Bill of Quantities, to demonstrate the internal consistency of those prices with the construction methods and schedule proposed. After evaluation of the price analysis, taking into consideration the schedule of estimated Contract payments, the Employer may require that the amount of the performance security be increased at the expense of the Bidder as mentioned in BDS to protect the Employer against financial loss in the event of default of the successful Bidder under the Contract.</p> <p>32.6 In case of e-submission bids, the Employer evaluates the bid on the basis of the information in the electronically submitted bid files. If the Bidder cannot substantiate or provide evidence to establish the information provided in e-submitted bid through documents/clarifications as per ITB Clause 27.1, the bid shall not be considered for further evaluation.</p>
33. Comparison of Bids	33.1 The Employer shall compare all substantially responsive bids in accordance with ITB 32.2 to determine the lowest evaluated bid.
34. Qualification of	34.1 The Employer shall determine to its satisfaction whether the Bidder that is selected as having submitted the lowest evaluated and



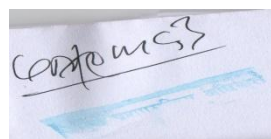


<p>the Bidder</p>	<p>substantially responsive bid meets the qualifying criteria specified in Section III (Evaluation and Qualification Criteria).</p> <p>34.2 The determination shall be based upon an examination of the documentary evidence of the Bidder's qualifications submitted by the Bidder, pursuant to ITB 17.1.</p> <p>34.3 An affirmative determination of qualification shall be a prerequisite for award of the Contract to the Bidder. A negative determination shall result in disqualification of the bid, in which event the Employer shall proceed to the next lowest evaluated bid to make a similar determination of that Bidder's qualifications to perform satisfactorily.</p>
<p>35. Employer's Right to Accept Any Bid, and to Reject Any or All Bids</p>	<p>35.1 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 Contract award, without thereby incurring any liability to Bidders. In case of annulment, all bids submitted and specifically, bid securities, shall be promptly returned to the Bidders.</p>
<p>F. Award of Contract</p>	
<p>36. Award Criteria</p>	<p>36.1 The Employer shall award the Contract to the Bidder whose offer has been determined to be the lowest evaluated bid and is substantially responsive to the Bidding Document, provided further that the Bidder is determined to be qualified to perform the Contract satisfactorily.</p>
<p>37. Letter of Intent to Award the Contract/Notification of Award</p>	<p>37.1 The Employer shall notify the concerned Bidder whose bid has been selected in accordance with ITB 36.1 within seven days of the selection of the bid, in writing that the Employer has intention to accept its bid and the information regarding the name, address and amount of selected bidder shall be given to all other bidders who submitted the bid.</p> <p>37.2 If no bidder submits an application pursuant to ITB 40 within a period of seven days of the notice provided under ITB 37.1, the Employer shall, accept the bid selected in accordance with ITB 36.1 and Letter of Acceptance shall be communicated to the selected bidder prior to the expiration of period of Bid validity, to furnish the performance security and sign the contract within fifteen days.</p>
<p>38. Performance Security</p>	<p>38.1 Within Fifteen (15) days of the receipt of Letter of Acceptance from the Employer, the successful Bidder shall furnish the performance security from A class Commercial Bank in accordance with the conditions of Contract using Sample Form for the Performance Security included in Section IX (Contract Forms), or another form acceptable to the Employer. The performance security issued by any foreign Bank outside Nepal must be counter guaranteed by an "A" class commercial Bank in Nepal.</p> <p>38.2 Failure of the successful Bidder to submit the above-mentioned Performance Security or to sign the Contract Agreement shall constitute sufficient grounds for the annulment of the award and forfeiture of the bid security. In that event the Employer may award</p>



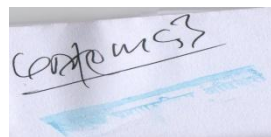


	<p>the Contract to the next lowest evaluated Bidder whose offer is substantially responsive and is determined by the Employer to be qualified to perform the Contract satisfactorily. The process shall be repeated according to ITB 37.</p>
39. Signing of Contract	<p>39.1 The Employer and the successful Bidder shall sign the Contract Agreement within the period as stated ITB 38.1.</p> <p>39.2 At the same time, the Employer shall affix a public notice on the result of the award on its notice board and make arrangement for causing such notice to be affixed on the notice board also of the District Development Committee, District Administration Office and District Treasury and Controller Office. The Employer may make arrangements to post the notice into its website, if it has; and if it does not have, into the website of the Public Procurement Monitoring Office, identifying the bid and lot numbers and the following information:(i) the result of evaluation of bid; (ii) date of publication of notice inviting bids; (iii) name of newspaper; (iv) reference number of notice; (v) item of procurement; (vi) name and address of bidder making contract and (viii) contract price</p> <p>39.3 Within thirty (30) days from the date of issuance of notification pursuant to ITB 37.1 unsuccessful bidders may request in writing to the Employer for a debriefing seeking explanations on the grounds on which their bids were not selected. The Employer shall promptly respond in writing to any unsuccessful Bidder who, requests for debriefing.</p>
40. Complaint and Review	<p>40.1 If a Bidder is dissatisfied with the Procurement proceedings or the decision made by the Employer in the intention to award the Contract, it may file an application to the Chief of the Public Entity within Seven (7) days of providing the notice under ITB 37.1 by the Public Entity, for review of the proceedings stating the factual and legal grounds.</p> <p>40.2 Late application filed after the deadline pursuant to ITB 40.1 shall not be processed.</p> <p>40.3 The chief of Public Entity shall, within five (5) days after receiving the application, give its decision with reasons, in writing pursuant to ITB 40.1:</p> <ul style="list-style-type: none">(a) whether to suspend the procurement proceeding and indicate the procedure to be adopted for further proceedings; or(b) to reject the application. <p>The decision of the chief of Public Entity shall be final for the Bid amount up to the value as stated in 40.4.</p> <p>40.4 If the Bidder is not satisfied with the decision of the Public Entity in accordance with ITB 40.3, is not given within five (5) days of receipt of application pursuant to ITB 40.1, it can, within seven (7) days of receipt of such decision, file an application to the Review Committee of the GoN, stating the reason of its disagreement on the decision of the chief of Public Entity and furnishing the relevant documents, provided that its</p>





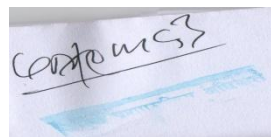
	<p>Bid amount is more than Rupees Twenty Million (Rs. 20,000,000). The application may be sent by hand, by post, by courier, or by electronic media at the risk of the Bidder itself.</p> <p>40.5 Late application filed after the deadline pursuant to ITB 40.4 shall not be processed.</p> <p>40.6 Within three (3) days of the receipt of application from the Bidder, pursuant to ITB 40.4, the Review Committee shall notify the concerning Public Entity to furnish its procurement proceedings, pursuant to ITB 40.3.</p> <p>40.7 Within three (3) days of receipt of the notification pursuant to ITB 40.6, the Public Entity shall furnish the copy of the related documents to the Review Committee.</p> <p>40.8 The Review Committee, after inquiring from the Bidder and the Public Entity, if needed, shall give its decision within one (1) month of the receipt of the application filed by the Bidder, pursuant to ITB 40.4.</p> <p>40.9 The Bidder, filing application pursuant to ITB 40.4, shall have to furnish a cash amount or Bank guarantee from "A" class commercial bank equivalent to zero point five percent (0.5%) of its quoted Bid amount with the validity period of at least ninety (90) days from the date of the filing of application pursuant to ITB 40.4.</p> <p>40.10 If the claim made by the Bidder pursuant to ITB 40.4 is justified, the Review Committee shall have to return the security deposit to the applicant, pursuant to ITB 40.9, within seven (7) days of such decision made.</p>
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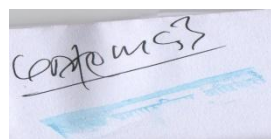
Bid Data Sheet

A. General	
ITB 1.1	The number of the Invitation for Bids is : 03-2074/2075
ITB 1.1	The Employer is: <i>Office of Narayan Municipality, Dailekh</i>
ITB 1.1	The number and identification of lots comprising this bidding process is: 05-2074/2075
ITB 2.1	The name of the Project is: <i>Road Maintenace work from Malpot Office Chowk to Bhagwati Mandir and Yekantakuna Road</i> The DP is: Mofald The implementing agency is: Narayan Municipality Office GoN Funded or DP Funded: Mofald
ITB 4.1 (a)	Maximum number of partner in a joint venture shall be : 3 (three)
ITB 4.2	Eligible countries : <i>all Countries</i>
B. Bidding Document	
ITB 7.1	For clarification purposes only, the Employer's address is: Attention: Narayan Municipality Office Address: Dailekh Telephone: 089-410135 Facsimile number: _____ Electronic mail address: _____
ITB 7.4	A Pre-Bid meeting <i>shall</i> held. Pre-Bid Meeting will Take place at the following date, time and place: Date: 2074-12-28 Time: 12:00 noon Place: Narayan Municipality Office, Dailekh A site visit <i>shall not be</i> organized by the Employer.
ITB 7.5	Time for request: Requests for clarification should be received by the Employer no later than 10 days prior to the deadline for submission of bids.
C. Preparation of Bids	
ITB 10.1	The language of the bid is: English / Nepali



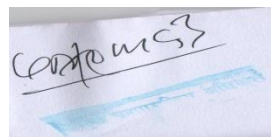


ITB 11.1 (b)	In accordance with ITB 12 and ITB 14, the following schedules shall be submitted with the bid, including the priced Bill of Quantities for Unit Rate Contracts and Schedule of Prices for lump sum contracts:
ITB 11.1 (i)	The Bidder shall submit with its bid the following additional documents:
ITB 13.1	Alternative bids <i>shall not be</i> permitted.
ITB 13.2	Alternative times for completion <i>shall not be</i> permitted.
ITB 13.4	Alternative technical solutions shall be permitted for the following parts of the Works: If alternative technical solutions are permitted, the evaluation method will be as specified in Section III (Evaluation and Qualification Criteria).
ITB 14.6	The prices quoted by the Bidder [<i>insert "shall be" or "shall not be"</i>] subject to adjustment during the performance of the Contract.
ITB 18.1	The bid validity period shall be: 90 <i>days</i> .
ITB 19.1	The Bidder shall furnish a bid security, from "A" class commercial bank with a minimum of 1,69,000 which shall be valid for 30 days beyond the validity period of the bid.
ITB 19.2 (b)	Account Name: Dharauti khata Bank Name: Rastriya Banijya Bank Bank Address: Dailekh Account Number: (4010303007102)
ITB 20.1	In addition to the original of the bid, the number of copy/ies is/are: <i>NA</i>
ITB 20.2	The written confirmation of authorization to sign on behalf of the Bidder shall indicate: (a) The name and description of the documentation required to demonstrate the authority of the signatory to sign the Bid such as a Power of Attorney; and (b) In the case of Bids submitted by an existing or intended JV, an undertaking signed by all parties (i) stating that all parties shall be jointly and severally liable, and (ii) nominating a Representative who shall have the authority to conduct all business for and on behalf of any and all the parties of the JV during the bidding process and, in the event the JV is awarded the Contract, during contract execution.
D. Submission and Opening of Bids	
ITB 21.1	Bidders <i>hall</i> have the option of submitting their bids electronically.





ITB 22.1	For bid submission purposes only, the Employer's address is : Attention : Narayan Municipality Office Address : Dailekh The deadline for bid submission is : Date : 2075-1-8 Time : 12:00 noon
ITB 25.1	The bid opening shall take place at : Address : Narayan Municipality Office, Dailekh Date : 2075-1-8 Time : 2:00 pm
E. Evaluation and Comparison of Bids	
ITB 32.5	The amount of the performance security be increased by Eight (8) percent of the quoted bid price.





Evaluation and Qualification Criteria

This Section contains all the criteria that the Employer shall use to evaluate bids and qualify Bidders by post-qualification exercise. GoN/DP requires bidders to be qualified by meeting predefined, precise minimum requirements. The method sets pass-fail criteria, which, if not met by the bidder, results in disqualification. In accordance with ITB 32 and ITB 34, no other methods, criteria and factors shall be used. The Bidder shall provide all the information requested in the forms included in Section IV (Bidding Forms).

1. Evaluation

In addition to the criteria listed in ITB 32.2 (a) - (e) the following criteria shall apply:

Note:

Use the evaluation criteria listed below as appropriate and required for the project.

1.1 Adequacy of Technical Proposal

Evaluation of the Bidder's Technical Proposal will include an assessment of the Bidder's technical capacity, to mobilize key equipment and personnel for the contract consistent with its proposal regarding work methods, scheduling, and material sourcing in sufficient detail and fully in accordance with the requirements stipulated in Section V (Works Requirements).

1.2 Multiple Contracts

Pursuant to Sub-Clause 32.4 of the Instructions to Bidders, if Works are grouped in multiple contracts, evaluation will be as follows:

Works are grouped in multiple contracts and pursuant to Sub-Clause 32.4 of the Instructions to Bidders, the Employer will evaluate and compare Bids on the basis of a contract, or a combination of contracts, or as a total of contracts in order to arrive at the least cost combination for the Employer by taking into account discounts offered by Bidders in case of award of multiple contracts.

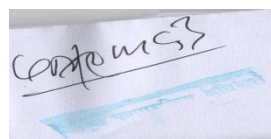
If a bidder submits several successful (lowest evaluated substantially responsive) bids, the evaluation will also include an assessment of the Bidder's capacity to meet the aggregated requirements regarding:

- Experience
- Financial situation
- Current contract commitments,
- Cash flow capacity,
- Equipment to be allocated, and
- Personnel to be fielded.

1.3 Completion Time

An alternative Completion Time, if permitted under ITB 13.2, will be evaluated as follows:

[insert project specific requirements]





1.4 Alternative Technical Solutions

Alternative technical solutions, if permitted under ITB 13.4, will be evaluated as follows:
NA

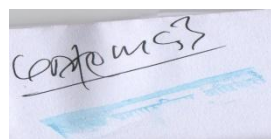
1.5 Quantifiable Nonconformities, Errors and Omissions

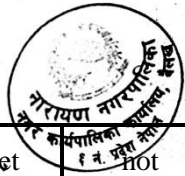
The evaluated amount of quantifiable nonconformities, errors and/or omissions shall be determined by ascertaining the price of such effect on an equal basis by adjusting the same to the quoted price of the bid. A bid having minor deviations and having no material deviation to cause any serious effect upon the scope, quality, characteristics, terms and conditions, performance or any other requirements stated in the bidding documents and acceptable to the Employer can be considered to be substantially responsive.

2. Qualification

2.1 Eligibility

Criteria		Compliance Requirements			Documents
Requirement	Single Entity	Joint Venture			Submission Requirements
		All Partners Combined	Each Partner	One Partner	
<i>2.1.1 Conflict of Interest</i>					
No conflicts of interest in accordance with ITB Sub-Clause 4.3.	must meet requirement	existing or intended JV must meet requirement	must meet requirement	not applicable	Letter of Bid
<i>2.1.2 Government-owned Entity</i>					
Bidder required to meet conditions of ITB Sub-Clause 4.5.	must meet requirement	existing or intended JV must meet requirement	must meet requirement	not applicable	Forms ELI - 1, ELI - 2, with attachments
<i>2.1.3 UN Eligibility</i>					
Not having been declared ineligible based on a United Nations resolution or Employer's country law, as described in ITB Sub-Clause 4.8.	must meet requirement	existing or intended JV must meet requirement	must meet requirement	not applicable	Letter of Bid
<i>2.1.4 Other Eligibility</i>					

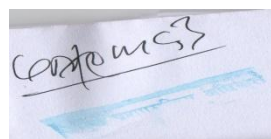




Firm Registration Certificate	must meet requirement	not applicable	must meet requirement	not applicable	Document attachment
Business Registration Certificate	must meet requirement	not applicable	must meet requirement	not applicable	Document attachment
VAT and PAN Registration certificate	must meet requirement	not applicable	must meet requirement	not applicable	Document attachment
Tax Clearance Certificate/Tax return submission evidence for the F/Y 2072/073	must meet requirement	not applicable	must meet requirement	not applicable	Document attachment

2.2 Pending Litigation

Criteria		Compliance Requirements			Documents
Requirement	Single Entity	Joint Venture			Submission Requirements
		All Partners Combined	Each Partner	One Partner	
<i>2.1.1 Pending Litigation</i>					
All pending litigation shall be treated as resolved against the Bidder and so shall in total not represent more than 50 percent of the Bidder's net worth.	must meet requirement by itself or as partner to past or existing JV	not applicable	must meet requirement by itself or as partner to past or existing JV	not applicable	Form LIT - 1





2.3 Financial Situation

Criteria		Compliance Requirements			Documents
Requirement	Single Entity	Joint Venture			Submission Requirements
		All Partners Combined	Each Partner	One Partner	

2.3.1 Historical Financial Performance

Submission of audited balance sheets and income statements, for the last 5(five) years to demonstrate the current soundness of the Bidder's financial position. As a minimum, a Bidder's net worth calculated as the difference between total assets and total liabilities should be positive.	must meet requirement	not applicable	must meet requirement	not applicable	Form FIN - 1 with attachments
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Note:

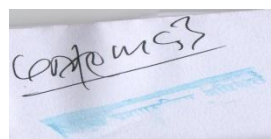
- (1) The financial information provided by a Bidder should be reviewed in its entirety to allow a truly informed judgment, and the pass-fail decision on the financial position of the Bidder should be given on this basis. Balance sheet of the past three to five years period which shall be decided according to the nature of the work.

2.3.2 Average Annual Construction Turnover

Minimum average annual construction turnover of NRS. 10.5 millions, calculated as total certified payments received for construction contracts in progress or completed, within best three years out of last ten years.	must meet requirement	must meet requirement	must meet 25% of the requirement	must meet 40% of the requirement	Form FIN - 2
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Note:

- (1) The amount stated should normally not be less than $1.5 \times V/T$, the estimated annual turnover in the subject contract based on a straight-line projection of the Employer's estimated cost (V), over the contract duration (T) in year. Contract duration less than one year shall be considered one year. The multiplier of 1.5 may be reduced up to 1 (one) in accordance with the size, nature and complexity of contracts. Only the net amount shall be calculated after deducting the amount for VAT and such amount shall be adjusted wholesale price index of Nepal Rastra Bank.
- (3) Usually not less than 25 %
- (4) Usually not less than 40 %





2.3.3 Financial Resources

Using Forms FIN - 3 and FIN - 4 in Section IV (Bidding Forms) the Bidder must demonstrate access to, or availability of, financial resources such as liquid assets, unencumbered real assets, lines of credit, and other financial means, other than any contractual advance payments to meet : <input type="checkbox"/> The following cash-flow requirement, (5).....	must meet requirement	must meet requirement	must meet 25% of the requirement	must meet 40% of the requirement	Form FIN - 3 and Form FIN - 4
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Note:

(5) construction cash flow requirement for a number of months (to the nearest half-month), determined as the total time needed by the Employer to pay a contractor's invoice, allowing for (a) the actual time consumed for construction, from the beginning of the month invoiced, (b) the time needed by the Project Manager to issue the monthly payment certificate, (c) the time needed by the Employer to pay the amount certified, and (d) a contingency period of one month to allow for unforeseen delays. The total period should not exceed six months. The assessment of the monthly amount should be based on a straight-line projection of the estimated cash flow requirement over the particular contract period, neglecting the effect of any advance payment and retention monies, but including contingency allowances in the estimated contract cost.

(6) Usually not less than 25 %

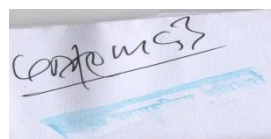
(7) Usually not less than 40 %

2.4 Experience

Criteria		Compliance Requirements			Documents
Requirement	Single Entity	Joint Venture			Submission Requirements
		All Partners Combined	Each Partner	One Partner	
<i>2.4.1 General Construction Experience</i>					
Experience under construction contracts in the role of contractor, subcontractor, or management contractor for at least the last 5(five) years prior to the applications submission deadline.	must meet requirement	not applicable	must meet requirement	not applicable	Form EXP - 1

Note :

(1) Insert number of years in words and figures. The time period is normally 5 years or more, but may be reduced to not less than 3 years, according to the nature of works.





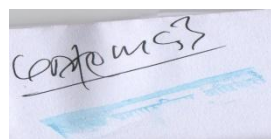
2.4.2 Specific Construction Experience ,

(a) Contracts of Similar Size and Nature

<p>Participation as Prime contractor, management contractor, or subcontractor, in at least (1) One contracts within the last ten (10) years, each with a value of at least NRS. 5.6 millions that have been successfully or are substantially completed and that are similar to the proposed works. The similarity shall be based on the physical size, complexity, methods, technology or other characteristics as described in Section V, Works Requirements.</p>	<p>must meet requirement</p>	<p>must meet requirement</p>	<p>not applicable</p>	<p>not applicable</p>	<p>Form EXP - 1</p>
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Note:

- (2) Insert number of contracts, the range should be one to two, depending on the size and complexity of the subject contract, the exposure of the risk to the Employer by contractor's default.
- (3) Insert amount in Nepalese rupees, which is usually 80% of the estimated value of the subject contract. Only the net amount worked out after deducting the amount for VAT shall be computed and such amount shall be adjusted to the present value by applying wholesale price index of Nepal Rastra Bank.

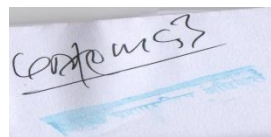




(b) Construction Experience in Key Activities

For the above or other contracts executed during the period stipulated in 2.4.2(a) above, a minimum construction experience in the following key activities :	must meet all requirements	must meet all requirements	not applicable	not applicable	Form EXP - 2(b)

* List the production rate(s) for the key activity or activities in the subject contract. The rates should be about 80% of the estimated production rates of the key activity or activities in the subject contract as needed to meet the expected construction schedule with due allowance for adverse climatic conditions.





2.5 Personnel

The Bidder must demonstrate that it has the personnel for the key positions that meet the following requirements:

No.	Position	Academic Qualification <i>[When position demands]</i>	Total Work Experience [Years]	Experience in Similar Works [years]
1.	Project Manager	NA	NA	NA
2.	Sub-Engineer	NA	NA	NA

The Bidder shall provide details of the proposed personnel and their experience records in the relevant Information Forms included in Section IV (Bidding Forms).

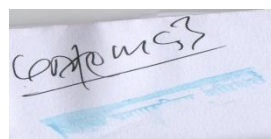
Note:

The managerial and technical competence of a contractor is largely related to the key personnel on site. The extent to which the Bidder should demonstrate having staff with extensive experience should be limited to those requiring critical operational or technical skills. The qualification criteria should therefore refer to a limited number of such key personnel, for instance, the project or contract manager and those superintendents working under the project manager who will be responsible for major components (e.g., superintendents specialized in dredging, piling, tunneling, or earthworks, as required for each particular project).

Criteria of acceptability should be based on:

- a minimum number of years of experience in a similar position; and
- a minimum number of years of experience and/or number of comparable projects carried out in a specified number of preceding years.
- minimum education qualification only in case the position requires.

It is appropriate to specify that certain positions are filled by individuals who have held posts of comparable authority for, say, three years with the Bidder, so that key staff in executive site positions have sufficient knowledge of the Bidder's management, policy, procedures, and practices to act with confidence and authority within that framework.





2.6 Equipment

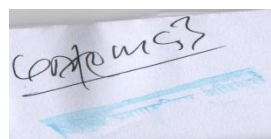
The Bidder must demonstrate that it has the key equipment listed hereafter:

No.	Equipment Type and Characteristics	Min. Number Requirement
1.		
2.		
3.		
4.		
5.		

The Bidder shall provide further details of proposed items of equipment using the relevant Form in Section IV (Bidding Forms)

Note:

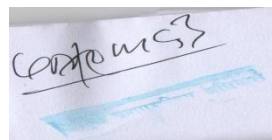
An inventory of construction equipment represents a high capital cost overhead to a contractor. Consequently, not all competent potential bidders will maintain an inventory of high-value items that are in suitable condition for major contracts. This is particularly so with management contractors, who undertake construction projects mainly by subcontracting. In most cases Bidders can readily purchase, lease, or hire equipment; thus, it is usually unnecessary for the assessment of a contractor's qualification to depend on the contractor's owning readily available items of equipment. The pass-fail criteria adopted should therefore be limited only to those bulky or specialized items that are critical for the type of project to be implemented, and that may be difficult for the contractor to obtain quickly. Examples may include items such as heavy lift cranes and piling barges, dredgers, tunnel boring machines, asphalt mixing plants, etc. Even in such cases, contractors may not own the specialized items of equipment, and may rely on specialist subcontractors or equipment-hire firms. The availability of such subcontractors and of the specified equipment should be subject to verification prior to contract award. The terms of any lease or hire agreement for equipment should preferably include provision that the equipment will remain on the site (or be vested in the Employer) in the event of default of the Contractor, thereby ensuring more timely continuity of work by a replacement contractor.





Bidding Forms

This Section contains the forms which are to be completed by the Bidder and submitted as part of its Bid.





The Bidder must accomplish the Letter of Bid in its letterhead clearly showing the Bidder's complete name and address.

Date:

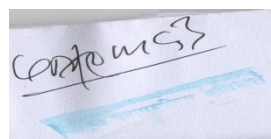
Name of the contract:

Invitation for Bid No.:

To:

We, the undersigned, declare that:

- (a) We have examined and have no reservations to the Bidding Documents, including Addenda issued in accordance with Instructions to Bidders (ITB) Clause 8;
- (b) We offer to execute in conformity with the Bidding Documents the following Works:
- (c) The total price of our Bid, excluding any discounts offered in item (d) below is:
- (d) The discounts offered and the methodology for their application are:
- (e) Our bid shall be valid for a period of *[insert validity period as specified in ITB 18.1]* days from the date fixed for the bid submission deadline in accordance with the Bidding Documents, and it shall remain binding upon us and may be accepted at any time before the expiration of that period;
- (f) If our bid is accepted, we commit to obtain a performance security in accordance with the Bidding Document;
- (g) Our firm, including any subcontractors or suppliers for any part of the Contract, have nationalities from eligible countries or any countries *[insert the nationality of the Bidder, including that of all parties that comprise the Bidder if the Bidder is a consortium or association, and the nationality of each Subcontractor and Supplier]*;
- (h) We, including any subcontractors or suppliers for any part of the contract, do not have any conflict of interest in accordance with ITB 4.3;
- (i) We are not participating, as a Bidder or as a subcontractor, in more than one bid in this bidding process in accordance with ITB 4.3, other than alternative offers submitted in accordance with ITB 13;
- (j) Our firm, its affiliates or subsidiaries, including any Subcontractors or Suppliers for any part of the contract, has not been declared ineligible, under the Employer's country laws or official regulations or by an act of compliance with a decision of the United Nations Security Council;





- (k) We are not a government owned entity ~~or~~ are a government owned entity but meet the requirements of ITB 4.5;¹
- (l) We understand that this bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal contract is prepared and executed;
- (m) We declare that, we have no conflict of interest in the proposed procurement proceedings and we have not been punished for an offense relating to the concerned profession or business.
- (n) We understand that you are not bound to accept the lowest evaluated bid or any other bid that you may receive; and
- (o) If awarded the contract, the person named below shall act as Contractor's Representative:
- (p) We agree to permit the Employer/DP or its representative to inspect our accounts and records and other documents relating to the bid submission and to have them audited by auditors appointed by the Employer.

Name:

In the capacity of

Signed

Duly authorized to sign the Bid for and on behalf of

Date

1 Use one of the two options as appropriate.

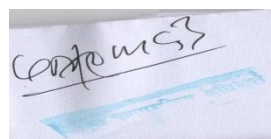




Table of Price Adjustment Data
[To be used if Price Adjustment is applicable
as per GCC 45.1]

Code	Index Description	Source of Index*	Base Value and Date	Employer's Proposed Weighting Range (coefficient)	Bidder's Proposed Weighting (coefficient)**
1	2	3	4	5	6
	Non - adjustable (A)			0.15	0.15
	Labor (b)				
	Materials (c)				
	Equipment usage (d)				
		Total			1.00

*Normally following source of index shall apply. Public Entity shall choose applicable Index for each item.

(a) Labor: "National Salary and Wage Rate Index" - "Construction Labor" of Nepal Rastra Bank
or
rate fixed by District Rate Fixation Committee

(b) Material: "National Wholesale Price Index" - Construction Materials" of Nepal Rastra Bank

(c) Equipment usage:

"National Wholesale Price Index" - "Transport Vehicles and Machinery Goods" of Nepal Rastra Bank

or

"Fuel" Price fixed by Nepal Oil Corporation.

** Bidders proposed weightings should be within the range specified by the Employer in column - 5

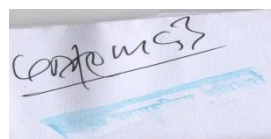




Table of Price Adjustment Data
[To be used if Price Adjustment is applicable
as per GCC 45.7]

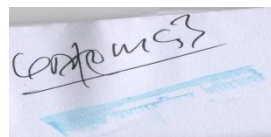
Code	Construction Material*	Unit	Base Price (NRs/Unit) (Ex-factory)	Source (Factory)**
1	2	3	4	5

* Major construction materials to be specified by Employer in column - 2.

** Base Price and source normally to be specified by Employer (or alternatively informed to be proposed by bidder) in column 4 and 5.

Note:

The base prices of the construction materials shall be taken as of 30 days before the deadline for submission of the Bid as quoted by the Bidder and verified by the Employer. For the purpose of calculation of price adjustment, the Ex-factory price of the same source shall be taken into consideration.





Bid Security

Bank Guarantee

*Bank's Name, and Address of Issuing Branch or Office
(On Letter head of the 'A' class Commercial Bank)*

Beneficiary: *name and address of Employer*

Date:

Bid Security No.:

We have been informed that *[insert name of the Bidder]* (hereinafter called "the Bidder") intends to submit its bid (hereinafter called "the Bid") to you for the execution of *name of Contract* under Invitation for Bids No. ("the IFB").

Furthermore, we understand that, according to your conditions, bids must be supported by a bid guarantee.

At the request of the Bidder, we..... *name of Bank*..... hereby irrevocably undertake to pay you any sum or sums not exceeding in total an amount of*amount in figures* (*amount in words*) upon receipt by us of your first demand in writing accompanied by a written statement stating that the Bidder is in breach of its obligation(s) under the bid conditions, because the Bidder:

- (a) has withdrawn or modifies its Bid during the period of bid validity specified by the Bidder in the Form of Bid; or
- (b) does not accept the correction of errors in accordance with the Instructions to Bidders (hereinafter "the ITB"); or
- (c) having been notified of the acceptance of its Bid by the Employer during the period of bid validity,
 - (i) fails or refuses to execute the Contract Agreement, or (ii) fails or refuses to furnish the performance security, in accordance with the ITB.
- (d) is involved in fraud and corruption in accordance with the ITB

This guarantee will remain in force up to and including the date*number*.....days after the deadline for submission of Bids as such deadline is stated in the instructions to Bidders or as it may be extended by the Employer, notice of which extension(s) to the Bank is hereby waived. Any demand in respect of this guarantee should reach the Bank not later than the above date.

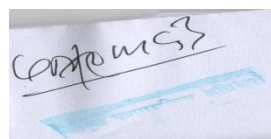
This Bank guarantee shall not be withdrawn or released merely upon return of the original guarantee by the Bidder unless notified by you for the release of the guarantee.

This guarantee is subject to the Uniform Rules for Demand Guarantees, ICC Publication No. 758.

...*Bank's seal and authorized signature(s)*...

Note:

The bid security of has been counter guaranteed by the Bank on (Applicable for Bid Security of Foreign Banks).





Technical Proposal Format

Personnel

Equipment

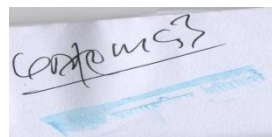
Site Organization

Method Statement

Mobilization Schedule

Construction Schedule

Others



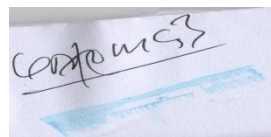


Form PER - 1: Proposed Personnel

Bidders should provide the names of suitably qualified personnel to meet the specified requirements for each of the positions listed in Section III (Evaluation and Qualification Criteria). The data on their experience should be supplied using the Form below for each candidate.

No.	Name	Position*	Academic Qualification	Total Work Experience [Years]	Experience in Similar Works [years]
1.					
2.					
3.					
4.					
5.					

* As listed in Section III (Evaluation and Qualification Criteria).





Form PER - 2: Resume of Proposed Personnel

The Bidder shall provide all the information requested below. Fields with asterisk (*) shall be used for evaluation.

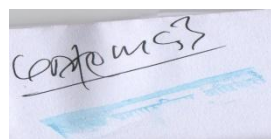
Position*		
Personal Information	Name	Date of Birth
	Professional qualifications	
Present employment	Name of employer	
	Address of employer	
	Telephone	Contact (manager/personnel officer)
	Fax	E-mail
	Job title	Years with present employer

Summarize professional experience over the last twenty years in reverse chronological order. Indicate particular technical and managerial experience relevant to the project.

From*	To*	Company, Project, Position and Relevant Technical and Management Experience*

Note:

In case of e-submission the Resume of Proposed Personnel shall be submitted on notification by the Employer as per ITB 27.





The Bidder shall provide adequate information to demonstrate clearly that it has the capability to meet the requirements for the key equipment listed in Section III (Evaluation and Qualification Criteria). A separate Form shall be prepared for each item of equipment listed, or for alternative equipment proposed by the Bidder. The Bidder shall provide all the information requested below, to the extent possible. Fields with asterisk (*) shall be used for evaluation.

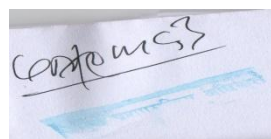
Type of Equipment*		
Equipment Information	Name of manufacturer	Model and power rating
	Capacity*	Year of manufacture
Current Status	Current location	
	Details of current commitments	
Source	Indicate source of the equipment <input type="checkbox"/> Owned <input type="checkbox"/> Rented <input type="checkbox"/> Leased <input type="checkbox"/> Specially manufactured	

The following information shall be provided only for equipment not owned by the Bidder.

Owner	Name of owner	
	Address of owner	
	Telephone	Contact name and title
	Fax	email
Agreements	Details of rental / lease / manufacture agreements specific to the project	

Note:

In case of e-submission the "Agreements" shall be submitted on notification by the Employer as per ITB 27.1





Bidder's Information and Qualification Format

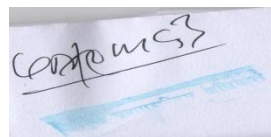
Site Organization

Method Statement

Mobilization Schedule

Construction Schedule

Others



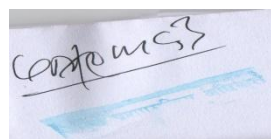


Bidder's Qualification

To establish its qualifications to perform the contract in accordance with Section III (Evaluation and Qualification Criteria) the Bidder shall provide the information requested in the corresponding Information Sheets included hereunder.

Form ELI - 1: Bidder's Information Sheet

Bidder's Information	
Bidder's legal name	
In case of JV, legal name of each partner	
Bidder's country of constitution	
Bidder's year of constitution	
Bidder's legal address in country of constitution	
Bidder's authorized representative (name, address, telephone numbers, fax numbers, e-mail address)	
Attached are copies of the following original documents.	
1. In case of single entity, articles of incorporation or constitution of the legal entity named above, in accordance with ITB 4.1 and 4.2.	
2. Authorization to represent the firm or JV named in above, in accordance with ITB 20.2.	
3. In case of JV, letter of intent to form JV or JV agreement, in accordance with ITB 4.1.	
4. In case of a government-owned entity, any additional documents not covered under 1 above required to comply with ITB 4.5.	

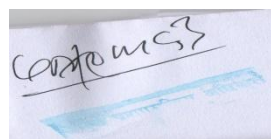




Form ELI - 2: JV Information Sheet

Each member of a JV must fill in this form

JV / Specialist Subcontractor Information	
Bidder's legal name	
JV Partner's or Subcontractor's legal name	
JV Partner's or Subcontractor's country of constitution	
JV Partner's or Subcontractor's year of constitution	
JV Partner's or Subcontractor's legal address in country of constitution	
JV Partner's or Subcontractor's authorized representative information (name, address, telephone numbers, fax numbers, e-mail address)	
Attached are copies of the following original documents.	
<ol style="list-style-type: none">1. articles of incorporation or constitution of the legal entity named above, in accordance with ITB 4.1 and 4.2.2. Authorization to represent the firm named above, in accordance with ITB 20.2.3. In the case of government-owned entity, documents establishing legal and financial autonomy and compliance with commercial law, in accordance with ITB 4.5.	

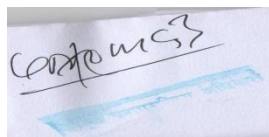




Form LIT - 1: Pending Litigation

Each member of a JV must fill in this form

Pending Litigation			
<input type="checkbox"/> No pending litigation in accordance with Criteria 2.2 of Section III (Evaluation and Qualification Criteria)			
<input type="checkbox"/> Pending litigation in accordance with Criteria 2.2 of Section III (Evaluation and Qualification Criteria)			
Year	Matter in Dispute	Value of Pending Claim in NRS	Value of Pending Claim as a Percentage on Net Worth





Form FIN - 1: Financial Situation

Each Bidder or member of a JV must fill in this form

Financial Data for Previous 3 Years [in NRS]		
Year 1 :	Year 2 :	Year 3 :

Information from Balance Sheet

Total Assets			
Total Liabilities			
Net Worth			
Current Assets			
Current Liabilities			

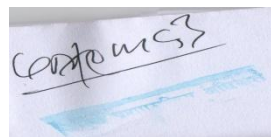
Information from Income Statement

Total Revenues			
Profit Before Tax			
Profit After Tax			

- Attached are copies of financial statements (balance sheets including all related notes, and income statements) for the last three or above years, as indicated above, complying with the following conditions.
- All such documents reflect the financial situation of the Bidder or partner to a JV, and not sister or parent companies.
- Historic financial statements must be audited by a certified auditor.
- Historic financial statements must be complete, including all notes to the financial statements.
- Historic financial statements must correspond to accounting periods already completed and audited (no statements for partial periods shall be requested or accepted).

Note:

In case of e-submission the attachments should not be uploaded but shall be submitted on notification by the Employer as per ITB 27.1





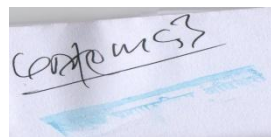
Form FIN - 2: Average Annual Construction Turnover

Each Bidder or member of a JV must fill in this form

The information supplied should be the Annual Turnover of the Bidder or each member of a JV in terms of the amounts billed to clients for each year for work in progress or completed to NRs at the end of the period reported.

Annual Turnover Data for the Last 10 Years (Construction only)	
Year	Amount Currency

- Average Annual Construction Turnover
(Best three years within the last 10 years)





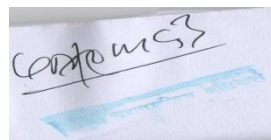
Form FIN - 3: Financial Resources

Specify proposed sources of financing, such as liquid assets, unencumbered real assets, lines of credit, and other financial means, net of current commitments, available to meet the total construction cash flow demands of the subject contract or contracts as indicated in Section III (Evaluation and Qualification Criteria).

Financial Resources		
No.	Source of financing	Amount (in NRS)
1		
2		
3		

Note :

The letter from the Bank must be unconditional.

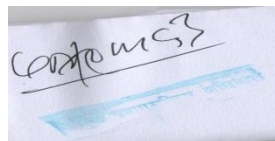




Form FIN- 4: Current Contract Commitments / Works in Progress

Bidders and each partner to a JV should provide information on their current commitments on all contracts that have been awarded, or for which a letter of intent or acceptance has been received, or for contracts approaching completion, but for which an unqualified, full completion certificate has yet to be issued.

Current Contract Commitments									
No.	Name of Contract	Name of the Contractor/s	Employer's Contact Address, Tel, Fax	Contract Amount	Contract Date	Contract Duration	Value of outstanding works [NRS]	Estimated Completion Date	Average Monthly Invoicing [NRS/month]
1									
2									
3									
4									
5									
6									





Form EXP - 1: General Construction Experience

Each Bidder or member of a JV must fill in this form.

General Construction Experience				
Starting Month Year	Ending Month Year	Year	Contract Identification and Name and Address of Employer Brief Description of the Works Executed by the Bidder	Role of Bidder



Form EXP - 2(a): Specific Construction Experience

Fill up one (1) form per contract.

Contract of Similar Size and Nature			
Contract No..... of.....		Contract Identification	
Award Date		Completion Date	
Role in Contract	<input type="checkbox"/> Contractor	<input type="checkbox"/> Management Contractor	<input type="checkbox"/> Subcontractor
Total Contract Amount	<input type="checkbox"/> NRS		
If Partner in a JV or subcontractor, specify participation of total contract amount	Percent of Total	Amount	
Employer's Name Address Telephone/Fax Number E-mail			
Description of the similarity in accordance with Criteria 2.4.2 (a) of Section III			
<p>Note : <i>The Employer should insert here contract size, complexity, methods, technology, or other characteristics as described in Section V (Work Requirements) against which the bidder demonstrates similarity in the box on the right-hand-side.</i></p>			



Form EXP - 2(b): Specific Construction Experience in Key Activities

Fill up one (1) form per contract.

Contract of Similar Size and Nature			
Contract No..... of.....		Contract Identification	
Award Date		Completion Date	
Role in Contract	<input type="checkbox"/> Contractor	<input type="checkbox"/> Management Contractor	<input type="checkbox"/> Subcontractor
Total Contract Amount	<input type="checkbox"/> NRS		
If Partner in a JV or subcontractor, specify participation of total contract amount	Percent of Total	Amount	
Employer's Name Address Telephone/Fax Number E-mail			
Description of the similarity in accordance with Criteria 2.4.2 (a) of Section III			
<p>Note :</p> <p><i>The Employer should insert here production rate(s) for the key activity (activities) subject contract against which the bidder demonstrates in the box on the right-hand-side production rates achieved by him on previous contracts.</i></p>			



Part - II

REQUIREMENTS



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Works Requirements

This Section contains the Specification, the Drawings, and supplementary information that describe the Works to be procured.



Scope of Work

[insert brief scope of works.]



Notes on the Specifications

A set of precise and clear specifications is a prerequisite for Bidders to respond realistically and competitively to the requirements of the Employer without qualifying or conditioning their Bids. The specifications must be drafted to permit the widest possible competition and, at the same time, present a clear statement of the required standards of workmanship, materials, and performance of the goods and services to be procured. Only if this is done will the objectives of economy, efficiency and fairness in procurement be realized, responsiveness of Bids be ensured, and the subsequent task of bid evaluation facilitated. The specifications should require that all goods and materials to be incorporated in the Works be new, unused, of the most recent or current models, and incorporate all recent improvements in design and materials unless provided otherwise in the Contract.

Samples of specifications from previous similar projects are useful in this respect. The use of metric units is encouraged by the Funding Agency in case of funding assisted projects. Most specifications are normally written specially by the Employer or Project Manager to suit the Contract Works in hand. The available standard specification of works of Ministry of Physical Infrastructure and Transport, DoLIDAR and Other line Ministries can be adopted for respective civil construction works.

There are considerable advantages in standardizing General Specifications for repetitive Works in recognized public sectors, such as highways, urban housing, irrigation, and water supply, in the same country or region where similar conditions prevail. The General Specifications should cover all classes of workmanship, materials, and equipment commonly involved in construction, however it may not necessarily be adequate to be used in a particular Works Contract and may necessitate preparation of Particular (Special) Specifications to amend and or supplement the provision of the General Specifications to meet the requirement of the particular Works.

Care must be taken in drafting specifications to ensure that they are not restrictive. In the specification of standards for goods, materials, and workmanship, recognized international standards should be used as much as possible. Where other particular standards are used, whether national standards of Nepal or other standards, the specifications should state that goods, materials, and workmanship that meet other authoritative standards, and which ensure substantially equal or higher quality than the standards mentioned, will also be acceptable.

Employers should decide whether technical solutions to specified parts of the Works are to be permitted. Alternatives are appropriate in cases where obvious (and potentially less costly) alternatives are possible to the technical solutions indicated in the Procurement Documents for certain elements of the Works, taking into consideration the comparative specialized advantage of potential bidders. For example:

The Employer should provide a description of the selected parts of the Works with appropriate references to Drawings, Specifications, Bill of Quantities, and Design or Performance criteria, stating that the alternative solutions if applicable shall be at least structurally and functionally equivalent to the basic design parameters and specifications.

Such alternative solutions shall be accompanied by all information necessary for a complete evaluation by the Employer, including drawings, design calculations, technical specifications, breakdown of prices, proposed construction methodology, and other relevant details.



Sample Clause: Equivalency of Standards and Codes

Wherever reference is made in the Contract to specific standards and codes to be met by the goods and materials to be furnished, and work performed or tested, the provisions of the latest current edition or revision of the relevant standards and codes in effect shall apply, unless otherwise expressly stated in the Contract. Where such standards and codes are national, or relate to a particular country or region, other authoritative standards that ensure a substantially equal or higher quality than the standards and codes specified will be accepted subject to the Project Manager's prior review and written consent. Differences between the standards specified and the proposed alternative standards shall be fully described in writing by the Contractor and submitted to the Project Manager at least 30 days prior to the date when the Contractor desires the Project Manager's consent. In the event the Project Manager determines that such proposed deviations do not ensure substantially equal or higher quality, the Contractor shall comply with the standards specified in the documents.

These Notes for Preparing Specifications are intended only as information for the Employer or the person drafting the Procurement Documents. They should not be included in the final documents.



4 -1 PREPARATION OF BASE FOR BITUMINOUS COURSES

4-1.1 Description

Preparation of base for bituminous courses shall include the preparation of existing water bound macadam (WBM) or black-topped surface to specified lines, grades and cross-sections in advance of laying a bituminous course. The work shall be performed on such widths and lengths as may be directed by the Engineer. Such work may consist of scarifying and relaying the water bound macadam course, filling of pot-holes and/or application of a levelling course as necessary.

4-1.2 Materials

4-1.2.1 *For Scarifying and Relaying the Water Bound Macadam Base Course*

The materials used shall be coarse aggregates which are salvaged from scarification of the existing base course to be renewed and be supplemented by fresh aggregates and screenings corresponding to clause **3 -2**.

4-1.2.2 *For Patching Pot-holes*

The materials used for patching pot-holes shall be coarse aggregates, screenings, stone chips, bitumen or combination thereof as specified, conforming to the quality requirements of these materials given elsewhere in these Specifications.

4-1.2.3 *For Levelling Course*

The levelling course shall consist of pre-mixed bituminous material which conforms to clause **4 -3** except binder content which in this case shall be 2.5% by weight of the total mix. The aggregates may conform to either Grading I or II given in **Table 4 -3(b)**.



If the average thickness of surface irregularity is less than 30 mm, no such levelling course shall be required.

4-1.3 Construction Operations

4-1.3.1 *Scarifying and Renewing Base Course*

The surface shall be scarified by means of pick-axes or other means approved by the Engineer. The aggregate base shall be loosened to a depth of 50-75 mm after removing any existing black-topped surface. The resulting materials shall be removed from the road bed and screened for use in the renewal course. High spots on the exposed surface shall be corrected so that the surface broadly conforms to the specified grade and camber. The salvaged coarse aggregates mixed with requisite quantities of fresh aggregates shall be spread on the prepared bed and compacted as water bound macadam to a thickness of 75 mm or more as directed, in accordance with clause **3 -2**.

4-1.3.2 *Patching of Pot-holes*

Pot-holes shall be cut to a regular shape with vertical sides after removing the water, if any. All loose and fragmented materials shall be removed from the prepared bed.

The pot-holes shall then be filled with coarse aggregates and screenings which conform to clause **3 -2**. After filling, the layer shall be compacted with heavy hand rammers or approved mechanical tampers.

4-1.3.3 *Laying of Levelling Course*

After filling the pot-holes as per clause 4-1.3.2, the base on which the levelling course is to be laid shall be thoroughly swept and brushed to remove the dust and extraneous material. After the application of tack coat as per clause **4 -2**, the levelling course shall then be laid and compacted to the desired levels, grade and camber given in the drawings and as per the



requirements of the respective specifications. The top levels of the course shall be determined from the final road level after accounting for the thickness of the bituminous wearing course which will be laid over it subsequently.

4-1.4 Arrangement for Traffic

During the above operations, flow of traffic shall be maintained as per clause **G -12**.

4-1.5 Measurements for Payment

4-1.5.1 *Filling of Pot-holes*

The work of filling pot-holes shall be considered incidental to the construction of bituminous courses for which the base is prepared.

4-1.5.2 *Scarifying and Relaying*

Scarifying and relaying the aggregate base course shall be measured in square metres. Fresh coarse aggregates and screening materials used in the work shall be measured in stacks in accordance with clause **4 -6**.

4-1.5.3 *Levelling Course*

Levelling course shall be measured as volume compacted in position in cubic metres. The volume shall be worked out through measurement of layer thickness as per clause **G-13.3**.

4-1.6 Rates

4-1.6.1 *Scarifying and Relaying*



The contract unit rate for scarifying and relaying the aggregate base course shall be paid in full for carrying out the required operations including full compensation for the components listed in clause 3-1.7 except that the fresh coarse aggregates and screenings to be incorporated in the work shall be paid separately in accordance with clause 4 -6.

4-1.6.2 *Levelling Course*

The contract unit rate for levelling course shall be paid in full for carrying out the required operations including full compensation for:

- ⇒ making arrangements for traffic as per clause G -12 except for initial treatment to shoulders and construction of diversions;
- ⇒ providing all materials to be incorporated in the work including any royalties, fees, rents and taxes as applicable and all leads unless the contract specifically excludes any item of material required for the work or provides for separate payment in accordance with clause 4 -6;
- ⇒ preparation of base including filling of pot-holes; all clearing operations; and application of tack coat;
- ⇒ all labour, precautionary measures and other incidentals required to complete the work as per the Specifications; and
- ⇒ carrying out the work in part widths of roadway, where directed.

4 -2 TACK COAT

4-2.1 Description

Tack coat is a bitumen painting applied as an intermediate bonding coat to another bituminous course to be laid on the existing road surface. It shall be applied in single coat of low viscosity liquid bituminous material.

4-2.2 Materials

The only material in this item of work is a binder. Binder used for tack coat shall be bitumen of a suitable grade as directed by the Engineer. It should conform to IS : 73, 217 or 454, as applicable, or to any other approved cutback (*Cut back bitumen is prepared by adding a*



quantity of kerosene or diesel oil to be added. Often, it may be 5% to 10% by volume of the bitumen) until similar Nepal's Standards are in place.

4-2.3 Construction Operations

4-2.3.1 *Preparation of Base*

The surface on which the tack coat is to be applied shall be thoroughly swept and brushed to remove the dust or any other extraneous material before the application of the binder.

4-2.3.2 *Application of Binder*

Binder shall be heated to the temperature appropriate to the grade of bitumen used and approved by the Engineer and sprayed on the base at the rate specified below. The rate of spraying in terms of straight-run bitumen shall be

- (i) 5 kg per 10 square metre area for an existing bitumen treated surface.
- (ii) 10 kg per 10 square metre area for an untreated water bound macadam surface.

The binder shall be applied uniformly with the aid of sprayers. The tack coat shall be applied just ahead of the oncoming bituminous construction.

4-2.4 Quality Control Works

Control on the quality of materials and works shall be exercised by the Engineer in accordance with clause 5-2.4.

4-2.5 Arrangements for Traffic

While the above operations continue, the flow of traffic shall be regulated as per clause G - 12.

4-2.6 Measurements for Payment



Tack coat shall be measured in terms of surface area of application in square metres depending upon the specified rate of spraying.

4-2.7 Rate

The contract unit rate for tack coat shall be paid in full for carrying out the required operations including full compensation for:

- ⇒ making arrangements for traffic as per clause **G -12** except for initial treatment to shoulders and construction of diversions;
- ⇒ providing all materials to be incorporated in the work including all royalties, fees, rents and taxes where necessary and all leads;
- ⇒ all labour, precautionary measures and other incidentals required to complete the work as per the Specifications; and
- ⇒ carrying out the work in part widths of roadway, where directed.

4 -3 **BITUMINOUS MACADAM BASE/BINDER COURSE**

4-3.1 Description

Bituminous macadam base/binder course shall be constructed in accordance with the requirements of these Specifications and in conformity with the lines, grades and cross sections shown on the drawings or as directed by the Engineer. This work shall include the construction of 50 mm/75 mm thickness of compacted crushed aggregates pre-mixed with a bituminous binder which is to be laid as a single layer immediately after mixing on a base prepared previously.

4-3.2 Materials

4-3.2.1 *Binder*

The binder shall be straight run bitumen of a suitable grade as directed by the Engineer complying with IS : 73.



4-3.2.2 Aggregates

The aggregates shall consist of crushed stone, crushed gravel (shingle) or other stones. They shall be clean, strong, durable, of fairly cubical shape and free of disintegrated pieces, organic and other deleterious matter and adherent coatings. The aggregates shall preferably be hydrophobic and of low porosity.

The aggregates shall satisfy the physical requirements set forth in **Table 4 -3(a)**.

Table 4 -3(a) : Physical Requirements of Aggregates for Bituminous Macadam

S. No.	Test	Test Method	Requirements
1	Los Angeles Abrasion Value*	IS : 2386 (Part IV)	35% Maximum
2	Aggregate Impact Value*	IS : 2386 (Part IV)	30% Maximum
3	Flakiness Index	IS : 2386 (Part I)	35% Maximum
4	Stripping Value	IS : 6241	25% Maximum
5	Water Absorption	IS : 2386 (Part III)	2% Maximum

* Aggregates may satisfy requirements of either of the two tests.



The aggregates for bituminous macadam for different thickness shall conform to Grading I or II shown in **Table 4 -3(b)** and **Table 4 -3(c)**. The actual grading to be used shall be specified in the contract.

Table 4 -3(b) : Aggregates Grading for 75 mm Compacted Thickness of Bituminous Macadam

Sieve Designation	Percentage by Weight Passing the Sieve	
	Grading I	Grading II
63 mm	100	-
50 mm	90-100	-
40 mm	35-65	100
25 mm	20-40	70-100
20 mm	-	50-80
12.5 mm	5-20	-
4.75 mm	-	10-30
2.36 mm	-	5-20
75 micron	0-5	0-4

Table 4 -3(c) : Aggregates Grading for 50 mm Compacted Thickness of Bituminous Macadam

Sieve Designation	Percentage by Weight Passing the Sieve	
	Grading I	Grading II
50 mm	100	-
40 mm	90-100	-



25 mm	0-80	100
20 mm	-	70-100
12.5 mm	10-30	-
10 mm	-	35-60
4.75 mm	-	15-35
2.36 mm	-	5-20
75 micron	0-5	0-4

4-3.2.3 Proportioning of Materials

The binder content for pre-mixing shall be 3.5% and 4% by weight of the total mix for aggregate Grading I and II, respectively, except otherwise directed by the Engineer. The quantities of aggregates to be used shall be sufficient to yield the specified thickness after compaction.

4-3.2.4 Variation in Proportioning of Materials

It shall be ensured that the materials are mixed in their respective proportions thereby producing a uniform mix. However, a variation in binder content of $\pm 0.3\%$ by weight of total mix could be permitted for individual specimen taken for quality control tests in accordance with clause 5 -2.

4-3.3 Construction Operations

4-3.3.1 Weather and Seasonal Limitations

Bituminous macadam shall not be laid during rainy weather or when the base course is damp or wet.



4-3.3.2 Preparation of Base

The base on which bituminous macadam is to be laid shall be prepared, shaped and conditioned to the specified lines, grade and cross-sections in accordance with clause 4 -1 as directed by the Engineer. The receiving surface shall be thoroughly swept and brushed to remove all dust and undesirable materials.

4-3.3.3 Tack Coat

A tack coat as per clause 4 -2 shall be applied over the base except when the laying of bituminous macadam is being preceded by a bituminous levelling course.

4-3.3.4 Preparation and Transport of Mix

Hot mix plant of adequate capacity shall be used for preparing the mix. Alternatively, the preparation of mix could be performed manually as follows:

- (i) Bitumen shall be heated in empty oil drum or big metal pots;
- (ii) Simultaneously, the aggregates shall be spread on sheets made out of salvaged empty bitumen drums and shall be heated by making a fire underneath;
- (iii) Finally, mixing the heated bitumen with hot aggregates on a separate big metal tray.

The temperature of binder at the time of mixing shall be in the range of 150° to 165°C and that of aggregates shall be in the range of 125° to 150°C, provided that the difference in temperature between the binder and aggregate at no time exceeds 25°C.

Mixing shall be thorough to ensure that a homogeneous mixture is obtained in which all particles of the aggregates are coated uniformly. The mixture shall be transported from the mixing plant or the mixing place at site to the point of use in suitable vehicles or carriers. The vehicles or carriers employed for transport shall be cleaned and covered while in transit if so directed by the Engineer.



4-3.3.5 Spreading

The mix shall be spread immediately after mixing by means of manual laying where no mechanical means are available. It shall be carried out as per the screeds previously fixed at intervals. After spreading, the mix shall be tamped and finished according to the lines, grade and cross-sections shown on the drawings or as directed by the Engineer. At the time of laying, the temperature of the mix shall be maintained in the range of 110° to 135°C.

The longitudinal joints and edges shall be constructed true to the delineating lines parallel to the centre line of the road. All joints shall be cut vertical to the full thickness of the previously laid mix and the surface shall be painted with hot bitumen before placing fresh material for the next stretch.

4-3.3.6 Rolling

After the spreading of mix, rolling shall be done by 8/10 ton power rollers or other approved plant. Rolling should start as soon as possible after the material has been spread. Rolling shall be done with care by avoiding any undue roughening of pavement surface.

Rolling of the longitudinal joint shall be done immediately after the paving operation. Then, rolling shall commence at edges and progress towards the centre longitudinally. In the case of super-elevated portions, rolling shall commence at the lower edge and progress towards the upper edge moving parallel to the centre line of the pavement.

The initial or breakdown rolling shall be done as soon as it is possible to roll the mixture without cracking the surface. The second or intermediate rolling shall follow the breakdown rolling as closely as possible and be done while the paving mix is still at a temperature that will result in maximum density. The final rolling shall be done while the material is still workable enough for the removal of roller's track marks.

When the roller has passed over the entire area once, any high spots or depressions which become apparent shall be corrected by removing or adding fresh material. The rolling shall then be continued till the entire surface has been rolled to requisite compaction. At this point, there is no crushing of aggregates and all the roller's track marks have been eliminated. Each pass of the roller shall uniformly lap over not less than one third of the track made by the preceding pass. The roller wheels shall be kept damp, if necessary, to



avoid the bituminous material from sticking to the wheels and being picked up. In no case shall fuel or lubricating oil be used for this purpose.

Rolling operation shall be completed in every respect before the temperature of the mix falls below 80°C.

Rollers shall not stand on newly laid material when there is a risk of any deformation. The edges along and transverse of the bituminous macadam laid and compacted earlier shall be cut to their full depth so as to expose the fresh surface which shall be painted with a thin surface coat of appropriate binder before the new mix is placed against it.

4-3.4 Finishing of Surface and Quality Control Works

The finishing of surface shall conform to the requirements of clause **5 -1**. Control on the quality of materials and works shall be exercised by the Engineer in accordance with clause **5 -2**.

The bituminous macadam shall be provided final surfacing without any delay. If there is to be any delay, the course shall be covered by a seal coat to the requirements of clause **4 -5** before allowing any traffic over it.

4-3.5 Arrangements of Traffic

The flow of traffic during construction shall be maintained as per clause **G -12**.

4-3.6 Measurements for Payment

Bituminous macadam shall be measured as finished work in cubic metres.

4-3.7 Rate



The contract unit rate for bituminous macadam shall be paid in full for carrying out the required operations including full compensation for:

- ⇒ making arrangements for traffic as per clause **G -12** except for initial treatment to shoulders and construction of diversions;
- ⇒ preparation of base except laying of levelling course but including filling of pot-holes;
- ⇒ providing all materials to be incorporated in the work including all royalties, fees, rents and taxes where necessary and all leads;
- ⇒ all labour, precautionary measures and other incidental required to complete the work as per the Specifications; and
- ⇒ carrying out the work in part widths, where directed.

4 -4 SURFACE DRESSING

4-4.1 Description

This work shall consist of the application of one or two coats of surface dressing. Surface dressing with single coat is generally referred as Single Bitumen Surface Treatment or as SBST. Similarly, Double Bitumen Surface Treatment (DBST) means surface dressing with two coats.

The base for surface dressing shall be a water bound macadam or other similarly prepared surface. The first layer of bituminous liquid (after heating up to an appropriate temperature) shall be sprayed on the prepared base. Before the binder is set, the specified quantities of stone chippings shall be spread to form the wearing surface and then rolled to the requirements of these Specifications. If required, the second layer shall also be placed in a similar manner.

4-4.2 Materials

4-4.2.1 *Binder*

The binder shall be straight run bitumen of a suitable grade as directed by the Engineer and conforming to IS : 73.



4-4.2.2 Stone Chippings

The stone chippings shall consist of fairly cubical fragments of clean, hard, tough and durable stones of uniform quality. These shall be obtained by crushing stone, river gravel (shingle) or other approved materials. Rounded gravel shall be used only when specifically permitted by the Engineer. The chippings shall be free of elongated or flaky pieces, soft or disintegrated stone, salt, alkali, organic matter, dust and adherent coatings. They shall conform to the quality requirements of **Table 4 -3(a)**, except that the Flakiness Index shall be limited to a maximum of 30.

The size of stone chippings shall be in accordance with **Table 4 -4(a)**.

Table 4 -4(a) : Size Requirements of Stone Chippings for Surface Dressing

S. No.	Type of Construction	Nominal Size of Stone Chippings	Specifications
1	Single coat surface dressing or the first coat of two coat surface dressing	12 mm	100% passing through 20 mm sieve and retained on 10 mm sieve.
2	Second coat of two coat surface dressing	10 mm	100% passing through 12.5 mm sieve and retained on 6.3 mm sieve.

4-4.2.3 Quantities of Materials

The quantities of materials used in bituminous surface dressing shall be as specified in **Table 4 -4(b)**.

Table 4 -4(b) : Quantities of Materials required for 10 m² of Road Surface for Surface Dressing



S. No.	Type of Construction	Binder	Stone Chippings
1	Single coat surface dressing or the first coat of two coat surface dressing	18 kg	0.15 m ³
2	Second coat of two coat surface dressing or renewal coat	11 kg	0.10 m ³

4-4.3 Construction Operations

4-4.3.1 *Weather and Seasonal Limitations*

The surface dressing work shall be carried out only when the atmospheric temperature in shade is above 16°C. No bituminous material shall normally be applied when the surface of cover material is damp, when the weather is foggy or rainy, or during dust storms.

4-4.3.2 *Preparation of Base*

The base on which surface dressing is to be laid shall be prepared, shaped and conditioned to the specified lines, grades and cross-sections in accordance with clause 4-1 as directed by the Engineer. Where the existing surface is bulged, it should be rectified.

The surface shall be thoroughly swept and brushed to remove dust and any other undesirable matter before the spraying of binder. The cleaning shall be done first with hard wire-brushes then with softer brushes and finally by blowing with sacks or gunny bags when necessary.

4-4.3.3 *Application of Binder*

Binder shall be heated to a temperature range of 163°-177°C and sprayed on dry surface in a uniform manner with the help of sprayers. Excessive deposits of binder caused by stopping



or starting of the sprayer or through leakage or any other reason shall be suitably corrected before the stone chippings are spread.

4-4.3.4 *Application of Stone Chippings*

Immediately after the application of binder, stone chippings in a dry and clean state shall be spread uniformly on the surface manually so as to cover the surface completely. If necessary, the surface shall be swept in order to ensure a uniform spread of chippings.

4-4.3.5 *Rolling*

Immediately after the application of cover material, the entire surface shall be rolled with a 8-10 ton smooth wheeled roller. Rolling shall commence at the edges and progress towards the centre except in super-elevated portions where it shall proceed from the inner edge to the outer. Each pass of the roller shall uniformly overlap not less than one third of the track made in the preceding pass. While rolling is in progress, additional chippings shall be spread by hand in whatever quantities necessary to patch up the irregularities. Rolling shall continue until all aggregate particles are firmly embedded in the binder and present a uniform closed surface.

4-4.3.6 *Application of Second Coat of Surface Dressing*

Where surface dressing in two coats is specified, the second coat shall be applied immediately after the laying of first coat. The construction operations for the second coat shall be the same as described in clauses 4-4.3.3, 4-4.3.4 and 4-4.3.5.

4-4.4 Opening to Traffic

Traffic shall not be allowed to run on any newly dressed surfaces until the following day. In special circumstances, however, the Engineer may open the road to traffic immediately after rolling, but in such cases, its speed shall be limited to 16 kmph till the following day.

4-4.5 Finishing of Surface and Quality Control Works



The surface finish of construction shall conform to the requirements of clause 5 -1 of the Specifications. Control on the quality of materials and work shall be exercised by the Engineer in accordance with clause 5 -2 of the Specifications.

4-4.6 Measurements for Payment

Each coat of surface dressing shall be measured as finished work in square metres.

4-4.7 Rates

The contract unit rate for each coat of surface dressing shall be paid in full for carrying out the required operations including full compensation for all components listed in clause 4-3.8.

4 -5 **SEAL COAT**

4-5.1 Description

The work of seal coat shall consist of application of a coating of sealing material over a bituminous surface laid to specified levels, grade and camber. It shall be of two types as specified below:

- i. Type A - liquid seal coat comprising of an application of a layer of bituminous binder followed by a cover of stone chippings.
- ii. Type B - pre-mixed seal coat comprising of a thin application of fine aggregate pre-mixed with bituminous binder.

4-5.2 Materials

The materials for seal coat shall be binder, stone chippings and fine aggregates.



4-5.2.1 *Binder*

The binder shall be bitumen of a suitable grade as directed by the Engineer and conforming to the requirements of IS : 73, 217 or 454 as applicable or any other approved cutback.

The quantity of binder to be utilised, in terms of straight run bitumen shall be

- ⇒ 9.8 kg per 10 square metre area for Type A, and
- ⇒ 6.8 kg per 10 square metre area for Type B.

4-5.2.2 *Stone Chippings for Type A Seal Coat*

The stone chippings shall

- ⇒ consist of angular fragments of clean, hard, tough and durable rock of uniform quality throughout;
- ⇒ be free of elongated or flaky pieces, soft or disintegrated stone, or organic matter; and
- ⇒ be of 6 mm size defined as 100% passing through 10 mm sieve and retained on 2.36 mm sieve.

The quantity used for spreading shall be 0.09 cubic metre per 10 square metre area. The chippings shall satisfy the quality requirements spelled out in **Table 4 -3(a)** except the upper limit for Flakiness Index which in this case shall be 30.

4-5.2.3 *Fine Aggregates for Type B Seal Coat*

The fine aggregates shall be sand or fine grit.

The fine aggregate of sand or grit shall

- ⇒ consist of clean, hard, durable, un-coated dry particles;
- ⇒ be free from dust, soft or flaky material, organic matter and other deleterious substances; and
- ⇒ pass 1.7 mm sieve and be retained on 180 micron sieve.

The quantity used for premixing shall be 0.06 cubic metre per 10 square metre area.



4-5.3 Construction Operations

4-5.3.1 *Preparation of Base*

The seal coat shall be applied immediately after the laying of bituminous course which is required to be sealed. Before the application of seal coat material, the surface shall be cleaned and made free of any dust or other extraneous matter.

4-5.3.2 *Construction of Type A Seal Coat*

The binder shall be heated in boilers of suitable design or alternately in an open mouthed empty oil drums to the temperature (preferably, 163°-177°C) appropriate to the grade of bitumen approved by the Engineer.

The seal coat shall be applied in accordance with the construction operations described in clauses 4-4.3.3, 4-4.3.4 and 4-4.3.5.

4-5.3.3 *Construction of Type B Seal Coat*

Mixers of approved type shall be employed for mixing the aggregates with the bituminous binder. In rural road construction, the hand mixing tray made out of metal sheets could be used in place of mixer plants. In this case, an adequate number of labourers equipped with shovels, rubber boots, gloves, safety hats, etc. shall be required in order to achieve the requisite quality of mixing.

The binder shall be heated in boilers of suitable design to the temperature appropriate to the grade of bitumen approved by the Engineer. Also, the aggregates shall be dry and suitably heated to a temperature directed by the Engineer before the same are placed in the mixer. Mixing of binder with aggregates to the specified proportions shall be continued till the aggregates are thoroughly coated with the binder.

The mix shall be transported immediately from the mixing plant/site to the place of use and spread uniformly on the bituminous surface to be sealed.



As soon as sufficient length has been covered with the pre-mixed material, the surface shall be rolled with 6-9 ton smooth wheeled power rollers. Rolling shall be continued till the pre-mixed material completely seals the voids in the bituminous course and a smooth uniform surface is obtained.

4-5.4 Opening to Traffic

In the case of Type B seal coat, traffic may be allowed soon after final rolling when the premixed material has cooled down to the surrounding temperature. However, as regard to Type A seal coat, clause 4-4.4 shall apply.

4-5.5 Finishing of Surface and Quality Control Works

The surface finish of construction shall conform to the requirements of clause 5 -1. Control on the quality of materials and works shall be exercised by the Engineer as per clause 5 -2.

4-5.6 Arrangements for Traffic

During the period of construction, flow of traffic shall be maintained as per clause G -12.

4-5.7 Measurements for Payment

Seal coat, Type A or B shall be measured as finished work in square metres.

4-5.8 Rate

The contract unit rate for seal coat, Type A or B shall be paid in full for carrying out the required operations including full compensation for all components listed in clause 4-3.8.



4 -6 SUPPLY OF MINERAL AGGREGATES FOR PAVEMENT COURSES

4-6.1 General

These Specifications shall apply to works where it is intended only to collect, transport and stack the mineral aggregates and mineral filler for use in pavement courses. The actual work of laying the courses shall, however, be governed by the relevant sections of the Specifications. The size and quantities of the aggregates to be supplied shall be selected by the Engineer in such a manner that the intended supply should satisfy the grading requirements of relevant courses set forth in these Specifications.

All the materials shall be procured from the approved sources and shall conform to the physical requirements of individual items specified in the respective sections of these Specifications.

4-6.2 Sizes of Mineral Aggregates

The mineral aggregates shall be designated by their standard sizes in the contract and shall conform to the requirements set forth in **Table 4 -6(a)**.

Table 4 -6(a) : Size Requirements for Mineral Aggregates

S. N o.	Standard Size of Aggregate	Designation of Sieve through which the Aggregate shall pass Entirely	Designation of Sieve on which the Aggregate shall be retained Entirely
<i>Coarse Aggregates</i>			
1	90 mm	100 mm	80 mm
2	75 mm	100 mm	63 mm
3	63 mm	80 mm	50 mm



4	40 mm	25 mm	25 mm
5	25 mm	40 mm	20 mm

S. No.	Standard Size of Aggregate	Designation of Sieve through which the Aggregate shall pass Entirely	Designation of Sieve on which the Aggregate shall be retained Entirely
<i>Coarse Aggregates</i>			
6	20 mm	25 mm	12.5 mm
7	12 mm	20 mm	10 mm
8	10 mm	12.5 mm	6.3 mm
9	6 mm	10 mm	2.36 mm
<i>Fine Aggregates</i>			
10	2 mm	4.75 mm	75 micron
11	500 micron	2.36 mm	150 micron
12	75 micron	150 micron	-

4-6.3 Stacking

Only the aggregates satisfying the requirements of Specifications shall be transported to the road side and stacked. Each size of aggregate shall be stacked separately. Similarly, materials obtained from different sources shall be stacked separately.

The aggregates shall be stacked outside the roadway on a levelled ground or platform prepared in advance for the purpose by the Contractor at his own cost. It shall be done in such a manner that it facilitates for correct and easy measurement. Materials shall not be stacked in locations liable to inundation or floods.



The dimensions of the stacks and locations shall be as approved by the Engineer. Where the material is improperly stacked, the Engineer shall have the right to order complete re-stacking of the materials at the cost of the Contractor.

Mineral filler shall be supplied in dry state in bags or other suitable containers approved by the Engineer and shall be protected from weather, dampness, etc. so as to prevent any deterioration in quality.

4-6.4 Quality Control of Materials

The Engineer shall exercise control over the quality of materials so as to ascertain their conformity with the requirements of Specifications. For this, he/she shall carry out necessary tests for the specified properties. Testing shall be carried out to the following frequencies and the Engineer shall have the right to modify these according to the needs.

1. Coarse and fine aggregates : one test for each specified property per 50 m³ of material.
2. Mineral filler : one test for each specified property for every 5 ton subject to a minimum of one test for each consignment.

Materials not conforming to the requirements of Specifications shall not be brought to the work site.

4-6.5 Measurements for Payment

Coarse and fine aggregates supplied at site of works shall be measured in cubic metres. The actual volume of the aggregates to be paid shall be computed after deducting the following percentages from the volume obtained from stack measurements.

Table 4 -6(b) : Percentage Reduction in Volume obtained from Stack Measurements

S. No.	Standard Size of Aggregates	Percentage Reduction in Volume obtained from Stack Measurements
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1	75 mm and 63 mm	12.5%
2	40 mm and 25 mm	10%
3	20 mm, 12 mm, 10 mm and 6 mm	5%
4	Fine aggregates	nil

Unless otherwise directed, measurements shall not be taken until sufficient materials for use on the road have been collected and stacked. Immediately after measurement, the stacks shall be marked by whitewash or other means as directed by the Engineer.

Mineral filler as delivered at site of works shall be measured in tonnes.

4-6.6 Rates

The contract unit rates for different sizes of coarse aggregate, fine aggregate and mineral filler shall be paid in full for collecting, transporting and stacking or storing at site of works including full compensation for:

- ⇒ all royalties, fees, rents and taxes where necessary;
- ⇒ all leads; and
- ⇒ all labour, precautionary measures and other incidentals required to complete the work as per the Specifications.



Drawings

Note:

1. It is customary to bind the drawings in a separate volume, which is often larger than other volumes of the contract documents. The size will be dictated by the scale of the drawings, which must not be reduced to the extent that details are reduced illegible.
2. A simplified map showing the location of the Site in relation to the local geography, indicating major roads, posts, airports, and railroads, is helpful.
3. The construction drawings, even if not fully developed, must show sufficient details to enable bidders to understand the type and complexity of the work involved and the price the Bill of Quantities.



Supplementary Information

[insert supplementary information if any]



Bill of Quantities¹

Notes for Unit Rate Contracts :

Objectives

The objectives of the Bill of Quantities are

- (a) to provide sufficient information on the quantities of Works to be performed to enable Bids to be prepared efficiently and accurately; and
- (b) when a Contract has been entered into, to provide a priced Bill of Quantities for use in the periodic valuation of Works executed.

In order to attain these objectives, Works should be itemized in the Bill of Quantities in sufficient detail to distinguish between the different classes of Works, or between Works of the same nature carried out in different locations or in other circumstances which may give rise to different considerations of cost. Consistent with these requirements, the layout and content of the Bill of Quantities should be as simple and brief as possible.

Content

The Bill of Quantities should be divided generally into the following sections:

- (a) Preamble;
- (b) Work Items (grouped into parts);
- (c) Day works Schedule;
- (d) Provisional Sums; and
- (d) Summary.

Preamble

The Preamble should indicate the inclusiveness of the unit prices, and should state the methods of measurement which have been adopted in the preparation of the Bill of Quantities and which are to be used for the measurement of any part of the works.

Work Items

The items in the Bill of Quantities should be grouped into sections to distinguish between those parts of the Works which by nature, location, access, timing, or any other special characteristics may give rise to different methods of construction, or phasing of the Works, or considerations of cost. General items common to all parts of the works may be grouped as a separate section in the Bill of Quantities.

Day work Schedule

A Day work Schedule should be included only if the probability of unforeseen work, outside the items included in the Bill of Quantities, is high. To facilitate checking by the Employer of the realism of rates quoted by the Bidders, the Day work Schedule should normally comprise the following:

¹In lump sum contracts, delete “Bill of Quantities” and replace with “Schedule of Activities” throughout this section.



- (a) A list of the various classes of labor, materials and Constructional Plant for which basic day work rates or prices are to be inserted by the Bidder, together with a statement of the conditions under which the Contractor will be paid for work executed on a day work basis.
- (b) Nominal quantities for each item of Day work, to be priced by each Bidder at Day work rates as bid. The rate to be entered by the Bidder against each basic Day work item should include the Contractor's profit, overheads, supervision, and other charges.

Provisional Sums

A general provision for physical contingencies (quantity overruns) may be made by including a provisional sum in the Summary Bill of Quantities. Similarly, a contingency allowance for possible price increases should be provided as a provisional sum in the Summary Bill of Quantities. The inclusion of such provisional sums often facilitates budgetary approval by avoiding the need to request periodic supplementary approvals as the future need arises. Where such provisional sums or contingency allowances are used, the Contract Data should state the manner in which they will be used, and under whose authority (usually the Project Manager's).

Summary

The Summary should contain a tabulation of the separate parts of the Bill of Quantities carried forward, with provisional sums for Day work, for physical (quantity) contingencies, and for price contingencies (upward price adjustment) where applicable.

These Notes for Preparing Specifications are intended only as information for the Employer or the person drafting the Bidding documents. They should not be included in the final documents.



Preamble of Bill of Quantities

A. General

1. The Bill of Quantities shall be read in conjunction with the Instructions to Bidders, General and Special Conditions of Contract, Technical 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 ordered and carried out, as measured by the Contractor and verified by the Project Manager and valued at the rates and prices bid in the priced Bill of Quantities, where applicable, and otherwise at such rates and prices as the Project Manager may fix within the terms of the Contract.
3. For any item for which measurement is based on records made before or during construction the records shall be prepared and agreed between the Engineer and the Contractor. Should the Contractor carry out such work without the prior agreement of the Engineer, the Engineer may request the Contractor to carry out investigations to confirm the extent of the work and the quantity of work certified for payment shall be solely at the Engineer's discretion. The cost of any such investigation shall be borne by the Contractor.
4. The rates and prices bid in the priced Bill of Quantities shall, except as otherwise provided under the Contract, include all construction equipment, labor, supervision, materials, erection, maintenance, insurance, profit, taxes, and duties, together with all general risks, liabilities, and obligations set out or implied in the Contract.
5. 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 has failed to enter a rate or price shall be deemed to be covered by other rates and prices entered in the Bill of Quantities.
6. 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 Work.
7. General directions and descriptions of work and materials are not necessarily repeated nor summarized in the Bill of Quantities. References to the relevant sections of the Contract documentation shall be made before entering prices against each item in the priced Bill of Quantities. The Specification Clause references where given in the item description of the Bills of Quantities are for the convenience of bidders and generally refer to the principal relevant-specification clause but do not necessarily represent the whole of the specification requirements for the work required within the item. The presence of a Specification clause reference shall not in any way reduce the Bidders obligation to complete work in accordance with all the requirements of the Specification.
8. 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 Project Manager in accordance with the Conditions of Contract.
9. The method of measurement of completed work for payment shall be in accordance with the Specifications.



10. The abbreviations and symbols used in this Bill of Materials are:

[Insert as applicable]

B. Day work Schedule

a) General

1. Work shall not be executed on a day work basis except by written order of the Project Manager. Bidders shall enter basic rates for day work items in the Schedules. These rates shall apply to any quantity of day work ordered by the Project Manager. Nominal quantities have been indicated against each item of day work, and the extended total for day work shall, be carried forward as a Provisional Sum to the Summary Total Bid Amount. Unless otherwise adjusted, payments for day work shall be subject to price adjustment in accordance with the provisions in the Conditions of Contract.

b) Day work Labor

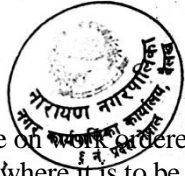
1. In calculating payments due to the Contractor for the execution of day works, the hours for labor will be reckoned from the time of arrival of the labor at the job site to execute the particular item of day work to the time of departure from the job site, but excluding meal breaks and rest periods. Only the time of classes of labor directly doing work ordered by the Project Manager and are competent to perform such work will be measured. The time of gangers (charge hands) actually doing work with the gangs will also be measured but not the time of foremen or other supervisory personnel.
2. The Contractor shall be entitled to payment in respect of the total time that labor is employed on day work, calculated at the basis rates entered by it in the " SCHEDULE OF DAY WORK RATES: 1. LABOR". The rates for labor shall be deemed to cover all costs to the Contractor including (but not limited to) i) the amount of wages paid to such labor, transportation time, overtime, subsistence allowances, ii) any sums paid to or on behalf of such labor for social benefits in accordance with Nepal law, iii) Contractor's profit, overheads, superintendence, liabilities and insurance and iv) charges incidental to the foregoing.

c) Day work Equipment

1. The Contractor shall be entitled to payments in respect of Constructional Plant already on site and employed on day work at the basis rates entered by him in the "SCHEDULE OF DAY WORK RATES:2 EQUIPMENT ". The said rates shall be deemed to include due and complete allowance for depreciation, interest, indemnity and insurance, repairs, maintenance, supplies, fuel, lubricant, and other consumables and all overhead, profit and administrative costs related to the use of such equipment. The cost of drivers, operators and assistants also shall be included in the rate of the equipment and no separately payment shall be made for it.
2. In calculating the payment due to the Contractor for Constructional Plant employed on day work, only the actual number of working hours will be eligible for payment, except that where applicable and agreed with the Project Manager, the travelling time from the part of the Site where the Construction Plant was located when ordered by the Project Manager to be employed on day work and the time for return journey there to shall be included for payment.

d) Day work Materials

1. The Contractor shall be entitled to payment in respect of materials used for day work (except for materials for which the cost is included in the percentage addition to labor costs as detailed heretofore), at the rates entered by him in the "SCHEDULE OF DAY WORK RATES: 3 MATERIALS" and shall be deemed to include overhead charges and profit as follows;
 - (i) the rates for materials shall be calculated on the basis of the invoiced price, freight, insurance, handling expenses, damage, losses, etc. and shall provide for delivery to store for stockpiling at the Site.



- (ii) the cost of hauling materials for use on work ordered to be carried out as day work, from the store or stockpile on the Site to the place where it is to be used also shall be include in the same rate.

Provisional Sums

A general provision for physical contingencies (quantity overruns) may be made by including a provisional sum in the Summary Bill of Quantities. Similarly, a contingency allowance for possible price increases should be provided as a provisional sum in the Summary Bill of Quantities. The inclusion of such provisional sums often facilitates budgetary approval by avoiding the need to request periodic supplementary approvals as the future need arises. Where such provisional sums or contingency allowances are used, the SCC should state the manner in which they will be used, and under whose authority (usually the Project Manager's).

The estimated cost of specialized work to be carried out, or of special goods to be supplied, by other contractors should be indicated in the relevant part of the Bill of Quantities as a particular provisional sum with an appropriate brief description. A separate procurement procedure is normally carried out by the Employer to select such specialized contractors. To provide an element of competition among the Bidders in respect of any facilities, amenities, attendance, etc., to be provided by the successful Bidder as prime Contractor for the use and convenience of the specialist contractors, each related provisional sum should be followed by an item in the Bill of Quantities inviting the Bidder to quote a sum for such amenities, facilities, attendance, etc.



Bill of Quantities



Part - III

CONDITIONS OF CONTRACT AND CONTRACT FORMS



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SECTION VII

General Conditions of Contract

**Office of the Municipal Executive
Narayan Municipality, Dailekh**

*Road Improvement work from Malpot Office Chowk to
Bhagwati mandir and Yekantakuna Road*



General Conditions of Contract

A. General	
1. Definitions	<p>1.1 Boldface type is used to identify defined terms.</p> <ul style="list-style-type: none">(a) The Accepted Contract Amount means the amount accepted in the Letter of Acceptance for the execution and completion of the Works and the remedying of any defects.(b) The Activity Schedule is a schedule of the activities comprising the construction, installation, testing, and commissioning of the Works in a lump sum contract. It includes a lump sum price for each activity, which is used for valuations and for assessing the effects of Variations and Compensation Events.(c) The Adjudicator is the person appointed jointly by the Employer and the Contractor to resolve disputes in the first instance, as provided for in GCC 23.2 hereunder.(d) Bill of Quantities means the priced and completed Bill of Quantities forming part of the Bid.(e) Compensation Events are those defined in GCC 42 hereunder.(f) The Completion Date is the date of completion of the Works as certified by the Project Manager, in accordance with GCC 53.1.(g) The Contract is the Contract between the Employer and the Contractor to execute, complete, and maintain the Works. It consists of the documents listed in GCC 2.3 below.(h) The Contractor is the party whose Bid to carry out the Works has been accepted by the Employer.(i) The Contractor's Bid is the completed bidding document submitted by the Contractor to the Employer.(j) The Contract Price is the Accepted Contract Amount stated in the Letter of Acceptance and thereafter as adjusted in accordance with the Contract.(k) Days are calendar days; months are calendar-months.(l) Day works are varied work inputs subject to payment on a time basis for the Contractor's employees and Equipment, in addition to payments for associated Materials and Plant.(m) A Defect is any part of the Works not completed in accordance with the Contract.(n) The Defects Liability Certificate is the certificate issued by Project Manager upon correction of defects by the Contractor.(o) The Defects Liability Period is the period calculated from



	<p>the Completion Date where the Contractor remains responsible for remedying defects.</p> <p>(p) Drawings include calculations and other information provided or approved by the Project Manager for the execution of the Contract.</p> <p>(q) The Employer is the party who employs the Contractor to carry out the Works, as specified in the SCC.</p> <p>(r) Equipment is the Contractor's machinery and vehicles brought temporarily to the Site to construct the Works.</p> <p>(s) Force Majeure means an exceptional event or circumstance: which is beyond a Party's control; which such Party could not reasonably have provided against before entering into the Contract; which, having arisen, such Party could not reasonably have avoided or overcome; and, which is not substantially attributable to the other Party.</p> <p>(t) The Initial Contract Price is the Contract Price listed in the Employer's Letter of Acceptance.</p> <p>(u) The Intended Completion Date is the date on which it is intended that the Contractor shall complete the Works. The Intended Completion Date is specified in the SCC. The Intended Completion Date may be revised only by the Project Manager by issuing an extension of time or an acceleration order.</p> <p>(v) Letter of Acceptance means the formal acceptance by the Employer of the Bid and denotes the formation of the contract at the date of acceptance.</p> <p>(w) Materials are all supplies, including consumables, used by the Contractor for incorporation in the Works.</p> <p>(x) Party means the Employer or the Contractor, as the context requires.</p> <p>(y) SCC means Special Conditions of Contract</p> <p>(z) Plant is any integral part of the Works that shall have a mechanical, electrical, chemical, or biological function.</p> <p>(aa) The Project Manager is the person named in the SCC (or any other competent person appointed by the Employer and notified to the Contractor, to act in replacement of the Project Manager) who is responsible for supervising the execution of the Works and administering the Contract.</p> <p>(bb) Retention Money means the aggregate of all monies retained by the Employer pursuant to GCC 46.1.</p> <p>(cc) The Site is the area defined as such in the SCC.</p> <p>(dd) Site Investigation Reports are those that were included in the bidding documents and are factual and interpretative</p>
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	<p>reports about the surface and subsurface conditions at the Site.</p>
	<p>(ee) Specification means the Specification of the Works included in the Contract and any modification or addition made or approved by the Project Manager.</p> <p>(ff) The Start Date is given in the SCC. It is the latest date when the Contractor shall commence execution of the Works. It does not necessarily coincide with any of the Site Possession Dates.</p> <p>(gg) A Subcontractor is a person or corporate body who has a Contract with the Contractor to carry out a part of the work in the Contract, which includes work on the Site.</p> <p>(hh) Temporary Works are works designed, constructed, installed, and removed by the Contractor that are needed for construction or installation of the Works.</p> <p>(ii) A Variation is an instruction given by the Project Manager which varies the Works.</p> <p>(jj) The Works are what the Contract requires the Contractor to construct, install, and turn over to the Employer, as defined in the SCC.</p>
<p>2. Interpretation</p>	<p>2.1 In interpreting these GCC, singular also means plural, male also means female or neuter, and the other way around. Headings have no significance. Words have their normal meaning under the language of the Contract unless specifically defined. The Project Manager shall provide instructions clarifying queries about these GCC.</p> <p>2.2 If sectional completion is specified in the SCC, references in the GCC to the Works, the Completion Date, and the Intended Completion Date apply to any Section of the Works (other than references to the Completion Date and Intended Completion Date for the whole of the Works).</p> <p>2.3 The documents forming the Contract shall be interpreted in the following order of priority:</p> <ul style="list-style-type: none"> (a) Contract Agreement, (b) Letter of Acceptance, (c) Contractor's Bid, (d) Special Conditions of Contract, (e) General Conditions of Contract, (f) Specifications, (g) Drawings, (h) Bill of Quantities (or Schedules of Prices for lump sum contracts), and



	(i), Any other document listed in the SCC as forming part of the Contract.
3. Language and Law	3.1 The language of the Contract and the law governing the Contract are stated in the SCC.
4. Project Manager's Decisions	4.1 Except where otherwise specifically stated, the Project Manager shall decide contractual matters between the Employer and the Contractor in the role representing the Employer.
5. Delegation	5.1 The Project Manager may delegate any of his duties and responsibilities to other people, except to the Adjudicator, after notifying the Contractor, and may cancel any delegation after notifying the Contractor.
6. Communications	6.1 Communications between parties that are referred to in the Conditions shall be effective only when in writing. A notice shall be effective only when it is delivered.
7. Subcontracting	7.1 The Contractor may subcontract with the approval of the Project Manager, but may not assign the Contract without the approval of the Employer in writing. Subcontracting shall not alter the Contractor's obligations.
8. Other Contractors	8.1 The Contractor shall cooperate and share the Site with other contractors, public authorities, utilities, and the Employer between the dates given in the Schedule of Other Contractors, as referred to in the SCC. The Contractor shall also provide facilities and services for them as described in the Schedule. The Employer may modify the Schedule of Other Contractors, and shall notify the Contractor of any such modification
9. Personnel and Equipment	<p>9.1 The Contractor shall employ the key personnel and use the equipment identified in its Bid to carry out the Works, or other personnel and equipment approved by the Project Manager. The Project Manager shall approve any proposed replacement of key personnel and equipment only if their relevant qualifications or characteristics are substantially equal to or better than those proposed in the Bid.</p> <p>9.2 If the Project Manager asks the Contractor to remove a person who is a member of the Contractor's staff or work force, stating the reasons, the Contractor shall ensure that the person leaves the Site within seven days and has no further connection with the work in the Contract.</p>
10. Employer's and Contractor's Risk	10.1 The Employer carries the risks which this Contract states are Employer's risks, and the Contractor carries the risks which this Contract states are Contractor's risks.
11. Employer's Risks	<p>11.1 From the Start Date until the Defects Liability Certificate has been issued, the following are Employer's risks:</p> <p>(a) The risk of personal injury, death, or loss of or damage</p>



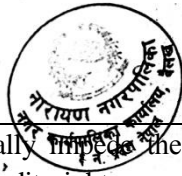
	<p>to property (excluding the Works, Plant, Materials, and Equipment), which are due to</p> <ul style="list-style-type: none"> (i) use or occupation of the Site by the Works or for the purpose of the Works, which is the unavoidable result of the Works or (ii) negligence, breach of statutory duty, or interference with any legal right by the Employer or by any person employed by or contracted to him except the Contractor. <p>(b) The risk of damage to the Works, Plant, Materials, and Equipment to the extent that it is due to a fault of the Employer or in the Employer's design, or due to war or radioactive contamination directly affecting the country where the Works are to be executed.</p> <p>11.2 From the Completion Date until the Defects Liability Certificate has been issued, the risk of loss of or damage to the Works, Plant, and Materials is an Employer's risk except loss or damage due to</p> <ul style="list-style-type: none"> (a) a Defect which existed on the Completion Date, (b) an event occurring before the Completion Date, which was not itself an Employer's risk, or (c) the activities of the Contractor on the Site after the Completion Date.
<p>12. Contractor's Risks</p>	<p>12.1 From the Starting Date until the Defects Liability Certificate has been issued, the risks of personal injury, death, and loss of or damage to property (including, without limitation, the Works, Plant, Materials, and Equipment) which are not Employer's risks are Contractor's risks.</p>
<p>13. Insurance</p>	<p>13.1 The Contractor shall provide insurance in the joint names of the Employer and the Contractor from the Start Date to the end of the Defects Liability Period, in the amounts and deductibles stated in the SCC for the following events which are due to the Contractor's risks:</p> <ul style="list-style-type: none"> (a) loss of or damage to the Works, Plant, and Materials; (b) loss of or damage to Equipment; (c) loss of or damage to property (except the Works, Plant, Materials, and Equipment) in connection with the Contract; and (d) Personal injury or death.
	<p>13.2 Policies and certificates for insurance shall be delivered by the Contractor to the Project Manager for the Project Manager's approval before the Start Date. All such insurance shall provide for compensation to be payable in the proportions of Nepalese Rupees required to rectify the loss or damage incurred.</p> <p>13.3 If the Contractor does not provide any of the policies and</p>



	<p>certificates required, the Employer may affect the insurance which the Contractor should have provided and recover the premiums the Employer has paid from payments otherwise due to the Contractor or, if no payment is due, the payment of the premiums shall be a debt due.</p> <p>13.4 Alterations to the terms of insurance shall not be made without the approval of the Project Manager.</p> <p>13.5 Both parties shall comply with any conditions of the insurance policies.</p>
14. Site Investigation Reports	14.1 The Contractor, in preparing the Bid, shall rely on any Site Investigation Reports referred to in the SCC, supplemented by any information available to the Bidder.
15. Contractor to Construct the Works	15.1 The Contractor shall construct and install the Works in accordance with the Specifications and Drawings.
16. The Works to Be Completed within intended Completion Date	16.1 The Contractor may commence execution of the Works on the Start Date and shall carry out the Works in accordance with the Program submitted by the Contractor, as updated with the approval of the Project Manager, and complete them within the intended Completion Date.
17. Design by contractor and Approval by the Project Manager	<p>17.1 The contractor shall be responsible for the design of permanent works as specified in SCC.</p> <p>17.2 Contractor shall be responsible for design of the Temporary Works. The Contractor shall submit Specifications and Drawings showing the proposed Temporary Works to the Project Manager, for his approval.</p> <p>17.3 All Drawings prepared by the Contractor for the execution of the temporary or permanent Works, shall be subject to prior approval by the Project Manager before their use.</p> <p>17.4 The Project Manager's approval shall not alter the Contractor's responsibility for design of temporary works.</p>
18. Safety, Security and Protection of the Environment	<p>18.1 The Contractor shall, throughout the execution, and completion of the works and remedying of any defects therein:</p> <ol style="list-style-type: none"> a. Have full regard for the safety of all persons entitled to be upon the site and keep the site (so as the same is under his control) and the works (so far as the same are not completed or occupied by the Employer) in an orderly state appropriate to the avoidance of danger to such persons. b. Provide and maintain at his own cost all lights, guards, fencing, warning signs and watching, when necessary or required by the Project Manager or by any duly constituted authority, for the protection of the Works of for the safety and convenience of the public or others. c. Take all reasonable steps to protect the environment on and off the site and to avoid damage or nuisance to persons



	<p>of the property of the public or others resulting from pollution, noise or other causes arising as a consequence of his methods of operation.</p> <p>d. Ensure that any cut or fill slopes are planted in grass or other plant cover as soon as possible to protect them from erosion.</p> <p>e. Any spoil or material removed from drains shall be disposed off to designated stable tipping areas as directed by the Project Manager.</p> <p>f. Shall not use fuel wood as a means of heating during the processing or preparation of any materials forming part of the works.</p> <p>g. The Project Manager shall have the power to disallow any working practice or activity of the Contractor or direct that such practices or activities be modified should the Project Manager consider, on the advice of the relevant Government Departments, that the practices or activities will be harmful to wildlife.</p> <p>h. Provide on the Site such life saving apparatus as may be appropriate and an adequate and easily accessible first aid outfit or such outfits as may be required by any government ordinance, factory act, etc., subsequently published and amended from time to time.</p>
<p>19. Discoveries</p>	<p>19.1 Anything of historical or other interest or of significant value unexpectedly discovered on the Site shall be the property of the Employer. The Contractor shall notify the Project Manager of such discoveries and carry out the Project Manager's instructions for dealing with them.</p>
<p>20. Possession of the Site</p>	<p>20.1 The Employer shall give possession of all parts of the Site to the Contractor. If possession of a part is not given by the date stated in the SCC, the Employer shall be deemed to have delayed the start of the relevant activities, and this shall be a Compensation Event.</p>
<p>21. Access to the Site</p>	<p>21.1 The Contractor shall allow the Project Manager and any person authorized by the Project Manager access to the Site and to any place where work in connection with the Contract is being carried out or is intended to be carried out.</p>
<p>22. Instructions, Inspections and Audits</p>	<p>22.1 The Contractor shall carry out all instructions of the Project Manager which comply with the applicable laws where the Site is located.</p> <p>22.2 The Contractor shall permit the GoN/DP and/or persons appointed by the GoN/DP to inspect the Site and/or the accounts and records of the Contractor and its sub-contractors relating to the performance of the Contract, and to have such accounts and records audited by auditors appointed by the GoN/DP if required by the GoN/DP. The Contractor's attention is drawn to Sub-Clause 58.2 which provides, inter alia, that acts intended to</p>



	<p>materially impede the exercise of the GoN's/DP's inspection and audit rights provided for under this Sub-Clause constitute a obstructive practice subject to contract termination.</p>
<p>23. Dispute Settlement</p>	<p>23.1 The Employer and the Contractor shall attempt to settle amicably by direct negotiation any disagreement or dispute arising between them under or in connection with the Contract.</p> <p>23.2 Any dispute between the Parties as to matters arising pursuant to this Contract which cannot be settled amicably within thirty (30) days after receipt by one Party of the other Party's request for such amicable settlement may be referred to the Adjudicator or Dispute Resolution Committee (DRC) by either Party as specified in the SCC within 15 days after the expiration of amicable settlement period.</p>
<p>24. Appointment of the Adjudicator/ DRC Members</p>	<p>24.1 The adjudicator shall be as specified in SCC if identified and agreed by the Employer and the Contractor during the contract agreement. If not identified in the SCC, the adjudicator shall have to be agreed and appointed whenever the dispute arises; by the consensus of the Employer and the Contractor. If the parties cannot reach an agreement on the appointment of the Adjudicator, either party may request the Appointing Authority designated in the SCC, to appoint the Adjudicator within 15 days of receipt of such request.</p> <p>24.2 Should the Adjudicator resign or die, or should the Employer and the Contractor agree that the Adjudicator is not functioning in accordance with the provisions of the Contract; a new Adjudicator shall be jointly appointed by the Employer and the Contractor. In case of disagreement between the Employer and the Contractor, within 30 days, the Adjudicator shall be designated by the Appointing Authority at the request of either party, within 15 days of receipt of such request.</p> <p>24.3 The DRC shall comprise of three members. Each Party shall appoint one member each and the third member who shall act as the Chairman shall be appointed by the two members appointed by the Parties. If either party fails to nominate a member of DRC within 30 days, then the appointing authority designated in the SCC shall upon the request of either or both of the parties and after due consultation with both parties appoints this members of the DRC.</p> <p>24.4 If a DRC member declines to act or is unable to act as a result of death, disability, resignation or termination of appointment, a replacement shall be appointed in the same manner as the replaced member was required to have been appointed.</p>
<p>25 Procedures for Disputes</p>	<p>25.1 If a dispute is referred to the Adjudicator or the DRC then the adjudicator or the DRC shall give a decision in writing within</p>



	<p>30 days of receipt of a reference of the dispute.</p> <p>25.2 Either party may refer a decision of the Adjudicator or DRC to an Arbitrator within 30 days of the Adjudicator's or DRC's written decision. If either party refers the dispute to arbitration within the above 30 days, the Adjudicator's or the DRC's decision shall be final and binding.</p> <p>25.3 The Adjudicator or the DRC Members shall be paid by the hour at the rate specified in the SCC, together with reimbursable expenses of the types specified in the SCC, and the cost shall be divided equally between the Employer and the Contractor, whatever decision is reached by the Adjudicator or DRC.</p> <p>25.4 In case of arbitration, the arbitration shall be conducted in accordance with the arbitration procedures published by the Nepal Council of Arbitration (NEPCA) at the place given in the SCC.</p>
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B. Time Control

<p>26. Program</p>	<p>26.1 Within the time stated in the SCC, after the date of the Letter of Acceptance, the Contractor shall submit to the Project Manager for approval a Program showing the general methods, arrangements, order, and timing for all the activities in the Works. In the case of a lump sum contract, the activities in the Program shall be consistent with those in the Activity Schedule.</p> <p>26.2 An update of the Program shall be a program showing the actual progress achieved on each activity and the effect of the progress achieved on the timing of the remaining work, including any changes to the sequence of the activities.</p> <p>26.3 The Contractor shall submit to the Project Manager for approval an updated Program at intervals no longer than the period stated in the SCC. If the Contractor does not submit an updated Program within this period, the Project Manager may withhold the amount stated in the SCC from the next payment certificate and continue to withhold this amount until the next payment after the date on which the overdue Program has been submitted. In the case of a lump sum contract, the Contractor shall Provide an updated Activity Schedule within 15 days of being instructed to by the Project Manager.</p> <p>26.4 The Project Manager's approval of the Program shall not alter the Contractor's obligations. The Contractor may revise the Program and submit it to the Project Manager again at anytime. A revised Program shall show the effect of Variations and Compensation Events.</p>
<p>27. Extension of the Intended</p>	<p>27.1 The Project Manager shall extend the Intended Completion Date if a Compensation Event occurs or a Variation is issued which makes it impossible for Completion to be</p>



<p>Completion Date</p>	<p>by the Intended Completion Date without the Contractor taking steps to accelerate the remaining work, which would cause the Contractor to incur additional cost.</p> <p>27.2 The Project Manager shall decide whether and by how much to extend the Intended Completion Date within 21 days of the Contractor asking the Project Manager for a decision upon the effect of a Compensation Event or Variation and submitting full supporting information at least 7 days prior to the intended completion date. If the Contractor has failed to give early warning of a delay or has failed to cooperate in dealing with a delay, the delay by this failure shall not be considered in assessing the new Intended Completion Date.</p>
<p>28. Acceleration</p>	<p>28.1 When the Employer wants the Contractor to finish before the Intended Completion Date, the Project Manager shall obtain priced proposals for achieving the necessary acceleration from the Contractor. If the Employer accepts these proposals, the Intended Completion Date shall be adjusted accordingly and confirmed by both the Employer and the Contractor.</p> <p>28.2 If the Contractor's priced proposals for acceleration are accepted by the Employer, they are incorporated in the Contract Price and treated as a Variation.</p>
<p>29. Delays Ordered by the Project Manager</p>	<p>29.1 The Project Manager may instruct the Contractor to delay the start or progress of any activity within the Works.</p>
<p>30. Management Meetings</p>	<p>30.1 Either the Project Manager or the Contractor may require the other to attend a management meeting. The business of a management meeting shall be to review the plans for remaining work and to deal with matters raised in accordance with the early warning procedure.</p> <p>30.2 The Project Manager shall record the business of management meetings and provide copies of the record to those attending the meeting and to the Employer. The responsibility of the parties for actions to be taken shall be decided by the Project Manager either at the management meeting or after the management meeting and stated in writing to all who attended the meeting.</p>
<p>31. Early Warning</p>	<p>31.1 The Contractor shall warn the Project Manager at the earliest opportunity of specific likely future events or circumstances that may adversely affect the quality of the work, increase the Contract Price, or delay the execution of the Works. The Project Manager may require the Contractor to provide an estimate of the expected effect of the future event or circumstance on the Contract Price and Completion Date. The estimate shall be provided by the Contractor as soon as reasonably possible.</p> <p>31.2 The Contractor shall cooperate with the Project Manager in making and considering proposals for how</p>



	<p>the effect of such an event or circumstance can be avoided or reduced by anyone involved in the work and in carrying out any resulting instruction of the Project Manager.</p>
C. Quality Control	
32. Identifying Defects	<p>32.1 The Project Manager shall check the Contractor's work and notify the Contractor of any Defects that are found. Such checking shall not affect the Contractor's responsibilities. The Project Manager may instruct the Contractor to search for a Defect and to uncover and test any work that the Project Manager considers may have a Defect.</p>
33. Tests	<p>33.1 If the Project Manager instructs the Contractor to carry out a test not specified in the Specification to check whether any work has a Defect and the test shows that it does, the Contractor shall pay for the test and any samples. If there is no Defect, the test shall be a Compensation Event.</p>
34. Correction of Defects	<p>34.1 The Project Manager shall give notice to the Contractor of any Defects before the end of the Defects Liability Period, which begins at Completion, and is defined in the SCC. The Defects Liability Period shall be extended for as long as Defects remain to be corrected.</p> <p>34.2 Every time notice of a Defect is given, the Contractor shall correct the notified Defect within the length of time specified by the Project Manager's notice.</p>
35. Uncorrected Defects	<p>35.1 If the Contractor has not corrected a Defect within the time specified in the Project Manager's notice, the Project Manager shall assess the cost of having the Defect corrected, and the Contractor shall pay this amount.</p>
D. Cost Control	
36. Contract Price	<p>36.1 In the case of a Unit Rate contract, the Bill of Quantities shall contain priced items for the Works to be performed by the Contractor. The Bill of Quantities is used to calculate the Contract Price. The Contractor will be paid for the quantity of the work accomplished at the rate in the Bill of Quantities for each item.</p> <p>36.2 In the case of a lump sum contract, the Activity Schedule shall contain the priced activities for the Works to be performed by the Contractor. The Activity Schedule is used to monitor and control the performance of activities on which basis the Contractor will be paid. If payment for Materials on Site shall be made separately, the Contractor shall show delivery of Materials to the Site separately on the Activity Schedule.</p>
37. Changes in the Contract Price	<p>37.1 In the case of an Unit Rate contract:</p> <p>(a) If the final quantity of the work done differs from the</p>



	<p>Quantity in the Bill of Quantities for the particular item by more than 25 percent, provided the change exceeds 2percent of the Initial Contract Price, the Project Manager shall adjust the rate to allow for the change.</p> <p>(b) The Project Manager shall not adjust rates from changes in quantities if thereby the Initial Contract Price is exceeded by more than 10 percent, except with the prior approval of the Employer.</p> <p>(c) If requested by the Project Manager, the Contractor shall provide the Project Manager with a detailed cost breakdown of any rate in the Bill of Quantities.</p> <p>37.2 In the case of a lump sum contract, the Activity Schedule shall be amended by the Contractor to accommodate changes of Program or method of working made at the Contractor's own discretion. Prices in the Activity Schedule shall not be altered when the Contractor makes such changes to the Activity Schedule.</p>
<p>38. Variations</p>	<p>38.1 All Variations shall be included in updated Programs, and, in the case of a lump sum contract, also in the Activity Schedule, produced by the Contractor.</p>
	<p>38.2 The Contractor shall provide the Project Manager with a quotation for carrying out the Variation when requested to do so by the Project Manager. The Project Manager shall assess the quotation, which shall be given within seven (7) days of the request or within any longer period stated by the Project Manager and before the Variation is ordered.</p> <p>38.3 If the Contractor's quotation is unreasonable, the Project Manager may order the Variation and make a change to the Contract Price, which shall be based on the Project Manager's own forecast of the effects of the Variation on the Contractor's costs.</p> <p>38.4 If the Project Manager decides that the urgency of varying the work would prevent a quotation being given and considered without delaying the work, no quotation shall be given and the Variation shall be treated as a Compensation Event.</p> <p>38.5 The Contractor shall not be entitled to additional payment for costs that could have been avoided by giving early warning.</p> <p>38.6 In the case of an Unit Rate contract, if the work in the Variation corresponds to an item description in the Bill of Quantities and if, in the opinion of the Project Manager, the quantity of work above the limit stated in GCC 37.1 or the timing of its execution do not cause the cost per unit of quantity to change, the rate in the Bill of Quantities shall be used to calculate the value of the Variation. If the cost per unit of quantity changes, or if the nature or timing of the work in the Variation does not correspond with</p>



	<p>Items in the Bill of Quantities, the quotation by the Contractor shall be in the form of new rates for the relevant items of work.</p>
<p>39. Cash Flow Forecasts</p>	<p>39.1 When the Program, or, in the case of a lump sum contract, the Activity Schedule, is updated, the Contractor shall provide the Project Manager with an updated cash flow forecast.</p>
<p>40. Payment Certificates</p>	<p>40.1 The Contractor shall submit to the Project Manager monthly statements of the estimated value of the work executed less the cumulative amount certified previously.</p> <p>40.2 The Project Manager shall check the Contractor's monthly statement and certify the amount to be paid to the Contract or within 30 days of submission by contractor.</p> <p>40.3 The value of work executed shall be determined by the Project Manager.</p> <p>40.4 The value of work executed shall comprise:</p> <ul style="list-style-type: none"> (a) In the case of an Unit Rate contract, the value of the quantities of work in the Bill of Quantities that have been completed; or (b) In the case of a lump sum contract, the value of work executed shall comprise the value of completed activities in the Activity Schedule. <p>40.5 The value of work executed shall include the valuation of Variations and Compensation Events.</p> <p>40.6 The Project Manager may exclude any item certified in a previous certificate or reduce the proportion of any item previously certified in any certificate in the light of later information.</p>
<p>41. Payments</p>	<p>41.1 Payments shall be adjusted for deductions for advance payments and retention. The Employer shall pay the Contractor the amounts certified by the Project Manager within 30 days of the date of each certificate. If the Employer makes a late payment, the Contractor shall be paid interest as indicated in the SCC on the late payment in the next payment. Interest shall be calculated from the date by which the payment should have been made up to the date when the late payment is made.</p> <p>41.2 If an amount certified is increased in a later certificate or as a result of an award by the Adjudicator or an Arbitrator, the Contractor shall be paid interest upon the delayed payment as set out in this clause. Interest shall be calculated from the date upon which the increased amount would have been certified in the absence of dispute.</p> <p>41.3 Items of the Works for which no rate or price has been</p>



	entered in BOQ shall not be paid for by the Employer and shall be deemed covered by other rates and prices in the Contract.
42. Compensation Events	<p>42.1 The following shall be Compensation Events:</p> <ul style="list-style-type: none">(a) The Employer does not give access to a part of the Site by the Site Possession Date pursuant to GCC 20.1.(b) The Employer modifies the Schedule of Other Contractors in a way that affects the work of the Contractor under the Contract.(c) The Project Manager orders a delay or does not issue Drawings, Specifications, or instructions required for execution of the Works on time.(d) The Project Manager instructs the Contractor to uncover or to carry out additional tests upon work, which is then found to have no Defects.(e) The Project Manager unreasonably does not approve a subcontract to be let.(f) Ground conditions are substantially more adverse than could reasonably have been assumed before issuance of the Letter of Acceptance from the information issued to bidders (including the Site Investigation Reports), from information available publicly and from a visual inspection of the Site.(g) The Project Manager gives an instruction for dealing with an unforeseen condition, caused by the Employer, or additional work required for safety or other reasons.(h) Other contractors, public authorities, utilities, or the Employer does not work within the dates and other constraints stated in the Contract, and they cause delay or extra cost to the Contractor.(i) The advance payment is delayed.(j) The effects on the Contractor of any of the Employer's Risks.(k) The Project Manager unreasonably delays issuing a Certificate of Completion.(l) Force majeure events as determined by the Project Manager. <p>42.2 If a Compensation Event would cause additional cost or would prevent the work being completed before the Intended Completion Date, the Contract Price shall be increased and/or the Intended Completion Date shall be extended. The Project Manager shall decide whether and by how much the Contract Price shall be increased and whether and by how much the Intended Completion Date</p>



	<p>Shall be extended.</p> <p>42.3 As soon as information demonstrating effect of each Compensation Event upon the Contractor's forecast cost has been provided by the Contractor, it shall be assessed by the Project Manager, and the Contract Price shall be adjusted accordingly. If the Contractor's forecast is deemed unreasonable, the Project Manager shall adjust the Contract Price based on the Project Manager's own forecast. The Project Manager shall assume that the Contractor shall react competently and promptly to the event.</p> <p>42.4 The Contractor shall not be entitled to compensation to the extent that the Employer's interests are adversely affected by the Contractor's not having given early warning or not having cooperated with the Project Manager.</p>
<p>43. Tax</p>	<p>43.1 The Project Manager shall adjust the Contract Price if taxes, duties, and other levies are changed between the date 30 days before the submission of bids for the Contract and the date of the last Completion certificate. The adjustment shall be the change in the amount of tax payable by the Contractor, provided such changes are not already reflected in the Contract Price or are a result of GCC 45.</p>
<p>44. Currency</p>	<p>44.1 The currency of Contracts shall be Nepalese Rupees.</p>
<p>45. Price Adjustment</p>	<p>45.1 Prices shall be adjusted for fluctuations in the cost of inputs only if provided for in the SCC. If so provided, the amounts certified in each payment certificate, before deducting for Advance Payment, shall be adjusted by applying the respective price adjustment factor to the payment amounts due.</p> <p>45.2 Adjustment Formulate²: "The adjustment to the Interim Payment Certificates in respect of changes in cost and legislation shall be determined from separate formulae for each of the types of construction work to be performed and Plant to be supplied. The formulae will be of the following general type:</p> $pn = A + b \frac{Ln}{Lo} + c \frac{Mn}{Mo} + d \frac{En}{Eo} + etc.$ <p>Where:</p> <p>pn is a price adjustment factor to be applied to the amount for the payment of the work carried out in the</p>

² For complex Works involving several types of construction work with different inputs, a family of Formulae will be necessary. The various items of Day work may also require different formulae, depending on the nature and source of the inputs



	<p>subject for month, determined in accordance with Sub-Clause 41;</p> <p>A is a constant, specified in the Bidding Forms- Table of Price Adjustment data, representing the nonadjustable portion in contractual payments;³</p> <p>b, c, d, etc., coefficients representing the estimated proportion of each cost element (labor, materials, equipment usage, etc.) in the Works or sections thereof, net of Provisional Sums, as specified in the SCC;</p> <p>Ln, Mn, En, etc., are the current cost indices or reference prices of the cost elements for month “n,” determined pursuant to Sub-Clause 45.4, applicable to each cost element; and</p> <p>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 45.4</p>
	<p>45.3 Sources of Indices and Weightings: The sources of indices shall be those listed in the Bidding Forms- Table of Price Adjustment data, as approved by the Project Manager and stated in SCC. Indices shall be appropriate for their purpose and shall relate to the Contractor’s proposed source of supply of inputs on the basis of which his Contract shall have been computed. As the proposed basis for price adjustment, the Contractor shall have submitted with his bid the tabulation of Weightings and Source of Indices in the Bidding Forms, which shall be subject to approval by the Project Manager.</p> <p>45.4 Base, Current and Provisional Indices: The base cost indices or prices shall be those prevailing on the day 30 days prior to the latest date for submission of bids. Current indices or prices shall be those prevailing on the day 30 days prior to the last day of the period to which a particular Interim Payment Certificate is related. If at any time the current indices are not available, provisional indices as determined by the Project Manager will be used, subject to subsequent correction of the amounts paid to the Contractor when the current indices become available.</p> <p>45.5 Weightings: The weightings for each of the factors of cost given in the Bidding Forms shall be adjusted if, in the opinion of the Project Manager, they have been rendered unreasonable, unbalanced or inapplicable as a result of varied or additional work already executed or instructed under Clause 38 or for any other reason.</p> <p>45.6 Subsequent Legislation: If, after the date 30 days prior to the latest date for submission of bids for the Contract, there occur changes to any National Statute, Ordinance, Decree, or other Law or any regulation or by-law of any local or other duly constituted authority, or the introduction of any such Statute, Ordinance, Decree, Law, regulation or by-law which causes additional or reduced cost to the Contractor,</p>

³ Insert a figure for factor A only where there is a part of the Contractors’ expenditures which will not be subject to fluctuation in cost or to compensate for the unreliability of some indices. A should normally be 0.15. The sum of A, b, c, d, etc., should be one.



	<p>under the preceding sub-clauses of this clause, in the execution of the Contract, such additional or reduced cost shall, after due consultation with the Employer and the Contractor, be determined by the Project Manager and shall be added to or deducted from the Contract Price and the Project Manager shall notify the Contractor accordingly, with a copy to the Employer. Notwithstanding the foregoing, such additional or reduced cost shall not be separately paid or credited if the same shall already have taken into account in the indexing of any inputs to the Price Adjustment Formulae in accordance with the provisions of Sub-Clauses 45.2</p>
	<p>45.7 Where, price adjustment provision is not applicable pursuant to Sub-clause 45.1 then the Contract is subject to price adjustment only for construction material in accordance with this clause. If the prices of the construction materials stated in the contract is increased or decreased in an unexpected manner in excess of ten (10%) percent in comparison to the base price construction material stated in Section –IV, Bidding Forms-Table of Price Adjustment Data, then the price adjustment for the increase or decrease of price of the construction material beyond 10% shall be made by applying the following formulas:</p> <p>For unexpected increase in price $P = [R_1 - (R_0 \times 1.10)] \times Q$</p> <p>For unexpected decrease in price P $= [R_1 - (R_0 \times 0.90)] \times Q$</p> <p>Where:</p> <p>“P” is price adjustment amount</p> <p>“R₁” is the present price of the construction material (Source of indices shall be those listed in the Bidding forms)</p> <p>“R₀” is the base price of the construction material</p> <p>“Q” is quantity of the construction material consumed in construction during the period of price adjustment consideration</p> <p>If the Base price and source is to be proposed by the Bidder as per the provision made in Section –IV, Bidding Forms-Table of Price Adjustment Data then the Base price and source filled by Bidder for the construction material stated in the Bidding Form shall be subject to the approval of the Project manager and shall be as stated in SCC..</p> <p>45.8 The Price Adjustment amount shall be limited to a maximum</p>



	<p>of the Total Contract Amounts specified in the SCC.</p> <p>45.10 The Price Adjustment provision shall not be applicable for delayed period if the contract is not completed in time due to the delay caused by the contractor or the contract is a Lump sum Contract or a Fixed Budget Contract.</p>
46. Retention	<p>46.1 The Employer shall retain from each payment due to the Contractor the proportion stated in the SCC until Completion of the whole of the Works.</p> <p>46.2 Upon the issue of a Defects Liability Certificate by the Project Manager, in accordance with GCC 55.1, half the total amount retained shall be repaid to the Contractor and half when the Contractor has submitted the Tax evidence document issued by the concerned Internal Revenue Office that the contractor has submitted his Income Returns . On completion of the whole works, the Contractor may substitute retention money with an “on demand” bank guarantee.</p>
47. Liquidated Damages	<p>47.1 The Contractor shall pay liquidated damages to the Employer at the rate per day stated in the SCC for each day that the Completion Date is later than the Intended Completion Date. The total amount of liquidated damages shall not exceed the amount defined in the SCC. The Employer may deduct liquidated damages from payments due to the Contractor. Payment of liquidated damages shall not affect the Contractor’s liabilities.</p> <p>47.2 If the Intended Completion Date is extended after liquidated damages have been paid, the Project Manager shall correct any overpayment of liquidated damages by the Contractor by adjusting the next payment certificate. The Contractor shall be paid interest on the overpayment, calculated from the date of payment to the date of repayment, at the rates specified in GCC.41</p>
48. Bonus	<p>48.1 The Contractor shall be paid a Bonus calculated at the rate per calendar day stated in the SCC for each day (less any days for which the Contractor is paid for acceleration) that the Completion is earlier than the Intended Completion Date. The Project Manager shall certify that the Works are complete, although they may not be due to be complete.</p>
49. Advance Payment	<p>49.1 The Employer shall make advance payment to the Contractor of the amounts stated in the SCC by the date stated in the SCC, against provision by the</p>



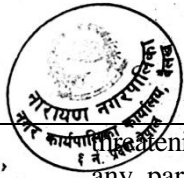
	<p>of an unconditional bank guarantee from 'A' class commercial Bank in a form and by a bank acceptable to the Employer in amounts equal to the advance payment. The guarantee shall remain effective until the advance payment has been repaid, but the amount of the guarantee shall be progressively reduced by the amounts repaid by the Contractor. Interest shall not be charged on the advance payment.</p>
	<p>49.2 The Contractor is to use the advance payment only to pay for Equipment, Plant, Materials, and mobilization expenses required specifically for execution of the Contract. The Contractor shall demonstrate that advance payment has been used in this way by supplying copies of invoices or other documents to the Project Manager.</p> <p>49.3 The advance payment shall be repaid by deducting proportionate amounts, as stated in SCC, from payments otherwise due Contractor, following the schedule of completed percentages of the Works on a payment basis. No account shall be taken of the advance payment or its repayment in assessing valuations of work done, Variations, price adjustments, Compensation Events, Bonuses, or Liquidated Damages.</p>
<p>50. Securities</p>	<p>50.1 The Performance Security shall be provided to the Employer no later than the date specified in the Letter of Acceptance and shall be issued in an amount specified in the SCC, by a 'A' class commercial bank acceptable to the Employer, and denominated in Nepalese Rupees. The Performance Security shall be valid until a date 30 days from the date of issue of the Defect Liability Certificate in the case of a bank guarantee.</p> <p>50.2 The performance security issued by any foreign Bank outside Nepal must be counter guaranteed by an "A" class commercial Bank in Nepal.</p>
<p>51. Day works</p>	<p>51.1 If applicable, the Day works rates in the Contractor's Bid shall be used for small additional amounts of work only when the Project Manager has given written instructions in advance for additional work to be paid for in that way.</p> <p>51.2 All work to be paid for as Day works shall be recorded by the Contractor on forms approved by the Project Manager. Each completed form shall be verified and signed by the Project Manager within two days of the work being done.</p> <p>51.3 The Contractor shall be paid for Day works subject to obtaining signed Day works forms.</p>
<p>52. Cost of Repairs</p>	<p>52.1 Loss or damage to the Works or Materials to be incorporated in the Works between the Start Date and the end of the Defects Correction periods shall be remedied by the Contractor at the Contractor's cost if the loss or</p>



	risises from the Contractor's acts or omissions.
E. Finishing the Contract	
53. Completion	53.1 The Contractor shall request the Project Manager to issue a certificate of Completion of the Works, and the Project Manager shall do so upon deciding that the work is completed.
54. Taking Over	54.1 The Employer shall take over the Site and the Works within seven days of the Project Manager's issuing a certificate of Completion.
55. Final Account	55.1 The Contractor shall supply the Project Manager with a detailed account of the total amount that the Contractor considers payable under the Contract before the end of the Defects Liability Period. The Project Manager shall issue a Defects Liability Certificate and certify any final payment that is due to the Contractor within 60 days of receiving the Contractor's account if it is correct and complete. If it is not, the Project Manager shall issue within 60 days a schedule that states the scope of the corrections or additions that are necessary. If the Final Account is still unsatisfactory after it has been resubmitted, the Project Manager shall decide on the amount payable to the Contractor and issue a payment certificate.
56. Operating and Maintenance Manuals	56.1 If "as built" Drawings and/or operating and maintenance manuals are required, the Contractor shall supply them by the dates stated in the SCC. 56.2 If the Contractor does not supply the Drawings and/or manuals by the dates stated in the SCC pursuant to GCC 56.1, or they do not receive the Project Manager's approval, the Project Manager shall withhold the amount stated in the SCC from payments due to the Contractor.
57. Termination	57.1 The Employer or the Contractor may terminate the Contract if the other party causes a fundamental breach of the Contract. 57.2 Fundamental breaches of Contract shall include, but shall not be limited to, the following : (a) the Contractor stops work for 30 days when no stoppage of work is shown on the current Program and the stoppage has not been authorized by the Project Manager; (b) the Project Manager instructs the Contractor to delay the progress of the Works, and the instruction is not withdrawn within 30 days; (c) the Employer or the Contractor is made bankrupt or goes into liquidation other than for a reconstruction or amalgamation. (d) a payment certified by the Project Manager is not paid by the Employer to the Contractor within 90 days of the



	<p>the Project Manager's certificate;</p> <ul style="list-style-type: none">(e) the Project Manager gives Notice that failure to correct a particular Defect is a fundamental breach of Contract and the Contractor fails to correct it within a reasonable period of time determined by the Project Manager;(f) the Contractor does not maintain a Security, which is required; and(g) the Contractor has delayed the completion of the Works by the number of days for which the maximum amount of liquidated damages can be paid, as defined in the SCC.(h) If the Contractor, in the judgment of the Employer has engaged in corrupt or fraudulent practices in competing for or in executing the Contract, pursuant to GCC 58.1. <p>57.3 When either party to the Contract gives notice of a breach of Contract to the Project Manager for a cause other than those listed under GCC 57.2 above, the Project Manager shall decide whether the breach is fundamental or not.</p> <p>57.4 Notwithstanding the above, the Employer may terminate the Contract for convenience.</p> <p>57.5 If the Contract is terminated, the Contractor shall stop work immediately, make the Site safe and secure, and leave the Site as soon as reasonably possible.</p>
<p>58. Fraud and Corruption</p>	<p>58.1 If the Employer determines that the Contractor has engaged in corrupt, fraudulent, collusive, coercive or obstructive practices, in competing for or in executing the Contract, then the Employer may, after giving 15 days notice to the Contractor, terminate the Contractor's employment under the Contract and expel him from the Site.</p> <p>58.2 Should any employee of the Contractor be determined to have engaged in corrupt, fraudulent, collusive, coercive, or obstructive practice during the execution of the Works, then that employee shall be removed in accordance with Clause 9.</p> <p>For the purposes of this Sub-Clause;</p> <ul style="list-style-type: none">(i) "Corrupt practice" is the offering, giving, receiving or soliciting, directly or indirectly, of anything of value to influence improperly the actions of another party.(ii) "fraudulent practice"⁵ is 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;(iii) "collusive practice"⁶ is an arrangement between two or more parties designed to achieve an improper purpose, including to influence improperly the actions of another party;(iv) "coercive practice"⁷ is impairing or harming, or



	<p>threatening to impair or harm, directly or indirectly, any party or the property of the party to influence improperly the actions of a party;</p> <p>(v) “obstructive practice” is</p> <p>(aa) deliberately destroying, falsifying, altering or concealing of evidence material to the investigation or making false statements to investigators in order to materially impede a investigation into allegations of a corrupt, fraudulent, coercive or collusive practice; and/or threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation; or</p> <p>(bb) acts intended to materially impede the exercise of the GON’s/DP’s inspection and audit rights provided for under Sub-Clause 22.2.</p>
59. Black Listing	<p>59.1 Without prejudice to any other rights of the Employer under this Contract, GoN, Public Procurement Monitoring Office (PPMO), on the recommendation of procuring entity, may blacklist a Bidder for its conduct for a period of one (1) to three (3) years on the following grounds and seriousness of the act committed by the bidder.</p> <p>(a) if it is established that the Contractor has committed substantial defect in implementation of the contract or has not substantially fulfilled its obligations under the contract or the completed work is not of the specified quality as per the contract.</p>
60. Payment upon Termination	<p>60.1 If the Contract is terminated because of a fundamental breach of Contract by the Contractor, the Project Manager shall issue a certificate for the value of the work done and Materials ordered less advance payments received up to the date of the issue of the certificate and less the percentage to apply to the value of the work not completed, as indicated in the SCC. Additional Liquidated Damages shall not apply. If the total amount due to the Employer exceeds any payment due to the Contractor, the difference shall be a debt payable to the Employer.</p> <p>60.2 If the Contract is terminated for the Employer’s convenience or because of a fundamental breach of Contract by the Employer, the Project Manager shall issue a certificate for</p>

5 a “party” refers to a public official; the terms “benefit” and “obligation” relate to the procurement process or contract execution; and the “act or omission” is intended to influence the procurement process or contract execution.

6 “parties” refers to participants in the procurement process (including public officials) attempting to establish bid prices at artificial, non competitive levels.



7 a “party” refers to a participant in the procurement process or contract execution.

	the value of the work done, Materials ordered, the reasonable cost of removal of Equipment, repatriation of the Contractor’s personnel employed solely on the Works, and the Contractor’s costs of protecting and securing the Works, and less advance payments received up to the date of the certificate.
61. Property	61.1 All Materials on the Site, Plant, Equipment, Temporary Works, and Works shall be deemed to be the property of the Employer if the Contract is terminated because of the Contractor’s default.
62. Release from Performance	62.1 If the Contract is frustrated by the outbreak of war or by any other event entirely outside the control of either the Employer or the Contractor, the Project Manager shall certify that the Contract has been frustrated. The Contractor shall make the Site safe and stop work as quickly as possible after receiving this certificate and shall be paid for all work carried out before receiving it and for any work carried out afterwards to which a commitment was made.
63. Suspension of DP Loan/Credit/Grant	63.1 In the event that the Donor Agency suspends the loan/ credit/grant to the Employer from which part of the payments to the Contractor are being made: <ul style="list-style-type: none"> a. the Employer is obligated to notify the Contractor of such suspension within 7 days of having received the Donor Agency’s suspension notice; and b. if the Contractor has not received sums due him within the 30 days for payment provided for in Sub-Clause 41.1, the Contractor may immediately issue a 15-day termination notice.
64. Project Manager’s Duties and Authorities	64.1 The Project Manager’s duties and authorities are restricted to the extent as stated in the SCC.
65. Quarries and Spoil Dumps	65.1 Any quarry operated as part of this Contract shall be maintained and left in a stable condition without steep slopes and be either refilled or drained and be landscaped by appropriate planting. Rock or gravel taken from a river shall be removed over some distance so as to limit the depth of material removed at any one location, not disrupt the river flow or damage or undermine the river banks. The Contractor shall not deposit excavated material on land in Government or private ownership except as directed by the Project Manager in writing or by permission in writing of the authority responsible for such land in Government ownership, or of the owner or responsible representative of the owner of such land in private ownership, and only then in those places and under such conditions as the authority, owner or responsible representative may prescribe.



<p>66. Local Taxation</p>	<p>66.1 , The prices tendered by the Contractor shall include all taxes that may be levied in accordance to the laws and regulations in being in Nepal on the date 30 days prior to the closing date for submissions of Bids on the Contractor's equipment, plant and materials acquired for the purpose of the Contract and on the services performed under the Contract. Nothing in the Contract shall relieve the Contractor from his responsibility to pay any tax that may be levied in Nepal on profits made by him in respect of the Contract.</p>
<p>67. Value Added Tax</p>	<p>67.1 The Contract is not exempted from value added tax. An amount specified in the schedule of taxes shall be paid by the Contractor in the concerned VAT office within time frame specified in VAT regulation.</p>
<p>68. Income Taxes on Staff</p>	<p>68.1 The Contractor's staff, personnel and labor will be liable to pay personal income taxes in Nepal in respect of their salaries and wages, as are chargeable under the laws and regulations for the time being in force, and the Contractor shall perform such duties in regard to such deductions as may be imposed on him by such laws and regulations.</p> <p>68.2 The issue of the Final Account Certificate pursuant to clause 55 shall be made only upon submittal by the Contractor of a certificate of income tax clearance from the Government of Nepal.</p>
<p>69. Duties, Taxes and Royalties</p>	<p>69.1 Any element of royalty, duty or tax in the price of any goods including fuel oil, and lubricating oil, cement, timber, iron and iron goods locally procured by the Contractor for the works shall be included in the Contract rates and prices and no reimbursement or payment in that respect shall be made to the Contractor.</p> <p>69.2 The Contractor shall familiarize himself with GON the rules and regulations with regard to customs, duties, taxes, clearing of goods and equipment, immigration and the like, and it will be necessary for him to follow the required procedures regardless of the assistance as may be provided by the Employer wherever possible.</p> <p>69.3 The Contractor shall pay and shall not be entitled to the reimbursement of cost of extracting construction materials such as sand, stone/boulder, gravel, etc. from the river beds or quarries. Such prices will be levied by the local District Development Committee (DDC) as may be in force at the time. The Contractor, sub-contractor(s) employed directly by him and for whom he is responsible, will not be exempted from payment of royalties, taxes or other kinds of surcharges on these construction materials so extracted and paid for to the DDC.</p>
<p>70. Member of Government, etc, not Personally Liable</p>	<p>70.1 No member or officer of GoN or the Employer or the Project Manager or any of their respective employees shall be in any way personally bound or liable for the act or obligations of the Employer under the Contract or</p>



	<p>answerable for any default or omission in the observance or performance of any of act, matter or thing which are herein contained.</p>
<p>71. Approval of Use of Explosives</p>	<p>71.1 No explosives of any kind shall be used by the Contractor without the prior consent of the Employer in writing and the Contractor shall provide, store and handle these and all other items of every kind whatsoever required for blasting operations, all at his own expense in a manner approved in writing by the Employer.</p>
<p>72. Compliance with Regulations for Explosives</p>	<p>72.1 The Contractor shall comply with all relevant ordinances, instructions and regulations which the Government, or other person or persons having due authority, may issue from time to time regarding the handling, transportation, storage and use of explosives.</p>
<p>73. Permission for Blasting</p>	<p>73.1 The Contractor shall at all times maintain full liaison with and inform well in advance, and obtain such permission as is required from all Government authorities, public bodies and private parties whatsoever concerned or affected, or likely to be concerned or affected by blasting operation.</p>
<p>74. Records of Explosives</p>	<p>74.1 Before the beginning of the Defects Liability Period, the Contractor shall account to the satisfaction of the Project Manager for all explosives brought on to the Site during the execution of the Contract and the Contractor shall remove all unused explosives from the Site on completion of works when ordered by the Project Manager.</p>
<p>75. Traffic Diversion</p>	<p>75.1 The Contractor shall include the necessary safety procedures regarding and pedestrian traffic diversion that is needed in execution of the works. The Contractor shall include in his costing of works, any temporary works or diversion that are needed during the construction period. All traffic diversion should be designed for the safety of both the motoring public and the men at work. It shall ensure the uninterrupted flow of traffic and minimum inconvenience to the public during the period concerned. As such, adequate warning signs, flagmen and other relevant safety precautionary measures shall be provided to warn motorists and pedestrians well ahead of the intended diversion as directed by the Project Manager. All traffic devices used shall be designed in accordance with the instruction of Project Manager.</p>



SECTION - VIII

Special Conditions of Contract

The following Special Conditions of Contract shall supplement the GCC. Whenever there is a conflict, the provisions herein shall prevail over those in the GCC



Special Conditions of Contract

A. General	
GCC 1.1 (q)	The Employer is Office of <i>Narayan Municipality, Dailekh</i>
GCC 1.1 (u)	The Intended Completion Date for the whole of the Works shall be 2075/03/15
GCCs 1.1 (aa) & 4.1	The Project Manager is Er. Hikmat Rokaya The Project Manager and Engineer are synonyms.
GCC 1.1 (cc)	The Site is located at Narayan Municipality ward no. 1
GCC 1.1 (ff)	The Start Date shall be date of issue of letter of commence.
GCC 1.1 (jj)	The Works consist of <i>Road Maintenace work from Malpot Office Chowk to Bhagwati Mandir and Yekantakuna Road</i>
GCC 2.2	Sectional Completions are: NA
GCC 2.3(i)	The following documents also form part of the Contract: NA
GCC 3.1	The language of the contract is ENGLISH/NEPALI The law that applies to the Contract is the law of NEPAL
GCC 8.1	Schedule of other contractors: NA
GCC 13.1	The minimum insurance amounts and deductibles shall be: <ol style="list-style-type: none"> 1. The minimum cover for loss of or damage to the Works, Plant and Materials is: <i>[insert percent]</i> of the Contract Amount. 2. The maximum deductible for insurance of the Works and of Plant and Materials is: <i>[insert amount]</i> 3. The minimum cover for loss or damage to Equipment is : <i>[insert amount]</i> 4. The maximum deductible for insurance of Equipment is: <i>[insert amount]</i> 5. The minimum for insurance of other property is: <i>[insert amount]</i> with unlimited number of occurrences 6. The maximum deductible for insurance of other property is: <i>[insert amount]</i> 7. The minimum cover for personal injury or death insurance <ol style="list-style-type: none"> i. for the Contractor's employees is that specified in the Labor act of Nepal and ii. for other people is : <i>[insert amount]</i> with an unlimited number of occurrences
GCC 14.1	Site Investigation Reports are: NA.



GCC 17.1	The following shall be designed by the Contractor: Temporary Works
GCC 20.1	The Site Possession Date(s) shall be: 30 days to Notice of Commence
GCC 23.2	Adjudicator
GCC 24.1	The adjudicator shall be: formed whenever the dispute arises with mutual agreement between the Employer and the Contractor. Appointing Authority for the Adjudicator: <i>NEPCA</i>
GCC 24.3	Appointing Authority for the DRC members: <i>insert NEPCA</i> .
GCC 25.3	The Adjudicator/DRC Members shall be paid by the hour at the rate of: As per NEPCA Rate.
GCC 25.4	The place of arbitration shall be: Kathmandu, Nepal
B. Time Control	
GCC 26.1	The Contractor shall submit for approval a Program for the Works within 30 days from the date of the Letter of Acceptance.
GCC 26.3	The period between Program updates is days. The amount to be withheld for late submission of an updated Program is
C. Quality Control	
GCC 34.1	The Defects Liability Period is: 365 days.
D. Cost Control	
GCC 41.1	<i>[insert the prevailing interest rate]</i>
GCC 45.1	The Contract <i>is not</i> subject to price adjustment, and the following information regarding coefficients <i>does not</i> apply. The coefficients and indices for adjustment of prices in Nepalese Rupees shall be as specified in the Table of Adjustment Data submitted by bidder together with the Letter of Bid which is approved by the Project manager and attached as Annex-1.
GCC 45.7	Base Price of Construction Materials applicable for price adjustment shall be as per the Table of Adjustment Data submitted by Bidder together with the Letter of Bid which is approved by the Project manager and attached as Annex-1
GCC 45.8	The Price Adjustment amount shall be limited to a maximum <i>NA</i> percentage of the initial Contract Amount <i>NA</i>



GCC 46.1	The proportion of payments retained is: 5 PERCENT
GCC 47.1	The liquidated damages for the whole of the Works are 0.05PERCENT of the final Contract Price per day. The maximum amount of liquidated damages for the whole of the Works is 10 PERCENT of the final Contract Price.
GCC 48.1	The Bonus for the whole of the Works : NA.
GCC 49.1	The Advance Payments shall be:[<i>Insert amount</i>] and shall be paid to the Contractor no later than [<i>Insert days</i>]
GCC 49.3	Deductions from Payment Certificates will commence in the first certificate in which the value of works executed exceeds 30% of the Contract Price. Deduction will be at the rate of 25 % of the respective Monthly Interim Payment Certificate until such time as the advance payment has been repaid; provided that the advance payment shall be completely repaid prior to the end of 80 % of the approved contract period.
GCC 50.1	The Performance Security amount is The Performance Security amount is 5% and an additional amount of 8% of the Contract price if the Employer has increased the Performance Security amount
E. Finishing the Contract	
GCC 56.1	The date by which operating and maintenance manuals are required is NA
	The date by which “as built” drawings are required is NA
GCC 56.2	The amount to be withheld for failing to produce “as built” drawings and/or Operating and maintenance manuals is NA
GCC 57.2 (g)	The maximum number of days is:
GCC 61.1	The percentage to apply to the value of the work not completed, representing the Employer’s additional cost for completing the Works, is 25 %
GCC 64	The Project Manager has to obtain the specific approval of the Employer for taking any of the following actions : <ul style="list-style-type: none"> a. Approving subcontracting of any part of the works under General Conditions of Contract Clause 7; b. Certifying additional costs determined under General Conditions of Contract Clause 42; c. Determining start date under General Conditions of Contract Clause 1; d. Determining the extension of the intended Completion Date under General Conditions of Contract Clause 27; e. Issuing a Variation under General Conditions of Contract Clause 1 and 38, except in an emergency situation, as reasonably determined by the Project Manager; emergency situation may be defined as the situation when protective measures must be taken for the safety of life or of the works or of adjoining property. f. Adjustment of rates under General Conditions of Contract Clause 37;

Note:

(1) % of advance payment $\times 100 / (80 - 30)$



Table of Price Adjustment Data [SCC 45.1]

Code	Index Description	Source of Index*	Base Value and Date	Employer's Proposed Weighting Range (coefficient)	Bidder's Proposed Weighting (coefficient)**
1	2	3	4	5	6
	Non - adjustable (A)			0.15	0.15
	Labor (b)				
	Materials (c)				
	Equipment usage (d)				
		Total			1.00

Note: Base value and Bidder's proposed weighting coefficient to be filled as per "Bid Form of Table of Price Adjustment Data" in Bidding Forms (Section-IV) after verification by the Employer in case of the alternative provision of Bidder proposed value and weighting coefficient.



Table of Price Adjustment Data [SCC 45.7]

Code	Construction Material*	Unit	Base Price (NRs/Unit) ** (Ex-factory)	Source (Factory)**
1	2	3	4	5

** For the purpose of calculation of price adjustment, the Ex-factory price of the same source mentioned in the table shall be taken into consideration.

Note: Base Price and source to be filled as per “Bid Form of Table of Price Adjustment Data” in Bidding Forms (Section-IV) after verification by the Employer in case of the alternative provision of Bidder proposed source and base price.



SECTION - IX

Contract Forms

This Section contains forms which, once completed, will form part of the Contract. The forms for Performance Security and Advance Payment Security, when required, shall only be completed by the successful Bidder after contract award.



Letter of Intent

[on letterhead paper of the Employer]

Date:

To: *name and address of the Contractor*

Subject: *Issuance of letter of intent to award the contract*

This is to notify you that, it is our intention to award the contract *[insert date]*for execution of the *[insert name of the contract and identification number, as given in the Contract Data/SCC]* to you as your bid price *[insert amount in figures and words in Nepalese Rupees]* as corrected and modified in accordance with the Instructions to Bidders is hereby selected as substantially responsive lowest evaluated bid.

Authorized Signature:

Name:

Title:

CC:

[Insert name and address of all other Bidders, who submitted the bid]

[Notes on Letter of Intent

The issuance of Letter of Intent is the information of the selection of the bid of the successful bidder by the Employer and for providing information to other unsuccessful bidders who participated in the bid as regards to the outcome of the procurement process. This standard form of Letter of Intent to Award should be filled in and sent to the successful Bidder only after evaluation and selection of substantially responsible lowest evaluated bid.]



Letter of Acceptance
[on letterhead paper of the Employer]

Date:

To:.....*name and address of the Contractor*

Subject:.....*Notification of Award*

This is to notify that your Bid dated*date*for execution of the.....*name of the contract and identification number, as given in the Contract Data/SCC* for the Contract price of Nepalese Rupees [*insert amount in figures and words in Nepalese Rupees*], as corrected in accordance with the Instructions to Bidders is hereby accepted in accordance with the Instruction to Bidders.

You are hereby instructed to contact this office to sign the formal contract agreement within 15 days with Performance Security as specified in the SCC consisting of a Bank Guarantee in the format included in Section IX (Contract Forms) of this Bidding Document.

The Employer shall forfeit the bid security, in case you fail to furnish the Performance Security and to sign the contract within specified period.

Authorized Signature:

Name and Title of Signatory:



Contract Agreement

THIS AGREEMENT made theday of
between..... name of the Employer (*hereinafter*
“the Employer”), of the one part, andname of the Contractor
.....(*hereinafter “the Contractor”*), of the other part:

WHEREAS the Employer desires that the Works known as *name of the Contract*should be executed by the Contractor, and has accepted a Bid by the Contractor for the execution and completion of these Works and the remedying of any defects in the sum of NRs*[insert amount of contract price in words and figures including taxes]* (hereinafter “the Contract Price”).

The Employer and the Contractor agree as follows:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Contract documents referred to.
2. The following documents shall be deemed to form and be read and construed as part of this Agreement.
 - (a) the Letter of Acceptance;
 - (b) the Letter of Bid;
 - (c) the Addenda Nos *insert addenda numbers if any*
 - (d) the Special Conditions of Contract;
 - (e) the General Conditions of Contract;
 - (f) Bills of Quantities (BOQ);
 - (g) the Specification;
 - (h) the Drawings;
 - (i) the Activity Schedules; and
 - (j) Table of Price Adjustment Data
 - (k)*[Specify if there are any other document]*
3. In consideration of the payments to be made by the Employer to the Contractor as indicated in this Agreement, the Contractor hereby covenants with the Employer to execute the Works and to remedy defects therein in conformity 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 and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with the laws of Nepal on the day, month and year indicated above.

Signed by of
for and on behalf the Contractor in the presence



Witness, Name Signature, Address, Date

Signed by.....
for and on behalf of the Employer in the
presence of

Witness, Name, Signature, Address, Date



Performance Security
(On letterhead paper of the 'A' class commercial Bank)

..... *Bank's Name, and Address of Issuing Branch or Office*

Beneficiary: Name and Address of Employer

Date:

Performance Guarantee No.:

We have been informed that *[insert name of the Contractor]* (hereinafter called "the Contractor") has been notified by you to sign the Contract No. *[insert reference number of the Contract]* for the execution of *[insert name of contract and brief description of Works]* (hereinafter called "the Contract").

Furthermore, we understand that, according to the conditions of the Contract, a performance guarantee is required.

At the request of the Contractor, we *[insert name of the Bank]* hereby irrevocably undertake to pay you any sum or sums not exceeding in total an amount of *[insert name of the currency and amount in figures*]* (..... insert amount in words) such sum being payable in Nepalese Rupees, upon receipt by us of your first demand in writing accompanied by a written statement stating that the Contractor is in breach of its obligation(s) under the Contract, without your needing to prove or to show grounds for your demand or the sum specified therein.

This guarantee shall expire, no later than the Day of **, and any demand for payment under it must be received by us at this office on or before that date.

.....
Seal of Bank and Signature(s)

Note:

All italicized text is for guidance on how to prepare this demand guarantee and shall be deleted from the final document.

* The Guarantor shall insert an amount representing the percentage of the Contract Price specified in the Contract in Nepalese Rupees.

** Insert the date thirty days after the date specified for the Defect Liability Period. The Employer should note that in the event of an extension of the time for completion of the Contract, the Employer would need to request an extension of this guarantee from the Guarantor. Such request must be in writing and must be made prior to the expiration date established in the guarantee. In preparing this guarantee, the Employer might consider adding the following text to the form, at the end of the penultimate paragraph: "The Guarantor agrees to a one-time extension of this guarantee for a period not to exceed [six months], in response to the Employer's written request for such extension, such request to be presented to the Guarantor before the expiry of the guarantee".



Advance Payment Security (On letterhead paper of the 'A' class commercial Bank)

... *Bank's Name, and Address of Issuing Branch or Office* ...

Beneficiary: ...

... *Name and Address of Employer* ...

Date:

Advance Payment Guarantee No.: ...

We have been informed that name of the Contractor (hereinafter called "the Contractor") has entered into Contract No. reference number of the Contract dated with you, for the execution of name of contract and brief description of Works (hereinafter called "the Contract").

Furthermore, we understand that, according to the Conditions of the Contract, an advance payment in the sum . name of the currency and amount in figures*..... (... .. amount in words) is to be made against an advance payment guarantee.

At the request of the Contractor, we name of the Bank hereby irrevocably undertake to pay you any sum or sums not exceeding in total an amount of name of the currency and amount in



figures*..... (..... and) upon receipt by us of your first demand in writing accompanied by a written statement stating that the Contractor is in breach of its obligation under the Contract because the Contractor used the advance payment for purposes other than the costs of mobilization in respect of the Works.

The maximum amount of this guarantee shall be progressively reduced by the amount of the advance payment repaid by the Contractor as indicated in copies of interim statements or payment certificates which shall be presented to us. This guarantee shall expire, at the latest, upon our receipt of a copy of the interim payment certificate indicating that eighty (80) percent of the Contract Price has been certified for payment, or on the day of**, whichever is earlier. Consequently, any demand for payment under this guarantee must be received by us at this office on or before that date.

Seal of Bank and Signature(s)

Note:

All italicized text is for guidance on how to prepare this demand guarantee and shall be deleted from the final document.

- * The Guarantor shall insert an amount representing the amount of the advance payment in Nepalese Rupees of the advance payment as specified in the Contract.
- ** Insert the date Thirty days after the expected completion date. The Employer should note that in the event of an extension of the time for completion of the Contract, the Employer would need to request an extension of this guarantee from the Guarantor. Such request must be in writing and must be made prior to the expiration date established in the guarantee. In preparing this guarantee, the Employer might consider adding the following text to the form, at the end of the penultimate paragraph: “The Guarantor agrees to a one-time extension of this guarantee for a period not to exceed [six months], in response to the Employer’s written request for such extension, such request to be presented to the Guarantor before the expiry of the guarantee”.