



## CONSTRUCTION OF GYMNASIUM / EXERCISE HALL AT GIKI TOPI

No. GIKI/Dir/Works/ 10

# TENDER DOCUMENTS

### FOR

## CONSTRUCTION SECURITY WATCH TOWERS

### Issued By

Director (Works & Projects)  
Ghulam Ishaq Khan Institute of Engineering Sciences &  
Technology, Topi, Swabi  
Email: [Director.engineeringprojects@giki.edu.pk](mailto:Director.engineeringprojects@giki.edu.pk)

## **TENDER NOTICE**

### **CONSTRUCTION OF SECURITY WATCH TOWERS AT GIK INSTITUTE, TOPI**

1. Ghulam Ishaq Khan Institute of Engineering Sciences & Technology, Topi Swabi invites sealed bids (Single Stage Two Envelope Procedure) from well experienced contractors/firms for **CONSTRUCTION OF 04 SECURITY WATCH TOWERS** at the GIK Institute.

2. Eligibility / Participation criteria for work:

S#	Description
i.	Valid Registration Certificate with Pakistan Engineering Council in relevant category, C-6 & above.
ii.	Registration with FBR and Provincial Sales Tax on service authorities.
iii.	Relevant experience certificates/ work orders with list of projects completed during the last five years and certificates of ongoing projects.

3. Detailed BOQ and other terms and conditions can be downloaded from GIK website ([www.giki.edu.pk](http://www.giki.edu.pk)). Tender Fee (Non-Refundable) Rs. 3,000/- must be submitted with Technical bid.

4. Sealed bids along with 2% earnest money / Bid security of the total bid cost in the name of GIK Institute should **reach on or before 1100 hours on 25 June 2025. The proposals will be opened in the presence of available bidders at 11:15 hours on the same day** in the office of Director (Works & Projects), GIKI, Topi, Swabi. Eligible companies may visit the site /Works department GIK Institute during working hours for any query / clarification regarding the project. The security watch towers will be completed within 02 months from the date of issuance of work order.

5. The proposals will be treated as non-responsive and shall not be considered for evaluation if any of the information mentioned in the Tender Documents is omitted, incomplete or not complied with, or the eligibility criteria is not made.

6. Client reserves the right to reject or accept any or all tenders considering relevant rules & procedures and essential documentation.

Director (Works & Projects)

GIK Institute, Topi, Swabi

Email. [Director.engineeringprojects@giki.edu.pk](mailto:Director.engineeringprojects@giki.edu.pk)

## **GENERAL RULES AND DIRECTIONS**

### **FOR GUIDANCE OF CONTRACTORS**

1. Tender shall be submitted along with all documents in sealed envelopes. The envelopes must have the name of the work written on them at the top and the name of the tenders written at the left-hand bottom corners.
2. Tenders must be filled in with ink and must be free from erasing small cuttings or over writing.
3. Total amount of work shall be written in figures as well as in words.
4. Conditional tenders will not be considered.
5. Contractors will have to make their own arrangement for all materials (except noted otherwise). Excuse of non-availability of any materials in open market will not be held tenable and shall not be considered for the purpose of justification for delay in the execution of the work or for the purpose of granting extension of time.
6. The contractor shall be responsible for the provision of electricity and water at site of work. The successful tenderer shall make his own arrangement for electric and water supply required for execution of work and of his work people or employees engaged thereon, whether or not a water supply/electric source exist on the site, and all expenses in respect thereof, shall be borne and paid by the contractor. In case the Water Supply and Electric connections are available, these will be charged according to GIKI procedures. The contractor shall install his own energy/water at source to determine the amount of energy/water consumed.
7. Tender rates should be inclusive of all taxes and duties. Payable to Govt. and no claim on this account will be entertained.
8. It must be clearly understood by contractor that no claims on account of market fluctuations will be entertained during the currency of contract for any item of work included in the drawings attached to agreement in other words it may be clearly understood that no request for escalation of rates / Price adjustment will be entertained.
9. Client reserves the right to reject any or all tenders or to accept any tender without assigning any reason thereof and is not bound to accept the lowest tender.
10. Quoted rates shall remain valid for three months.
11. Damages for delay, in case of Non-completion of work within specified time would be @ 1% of tendered amount /day (10% max.)
12. No Mobilization advance will be paid.
13. Defect liability period, 06 x months from the completion date.
14. All tests i.e., concrete, bricks, steel, crush, cement, and other materials will be performed by the contractor at his own cost from time to time from GIKI Civil Engineering department or as directed by the client / engineer.
15. Participants shall inspect the site of work and surroundings and shall satisfy themselves before submitting their tenders as to the quantities and nature of works, climatic conditions,

the locations, form and nature of the site and the terrain, the requirements and availability of manpower, labors, materials, water, electricity and roads, the means and access to the site,

16. Transportation and communication facilities and in general shall themselves obtain all necessary information as to cost, risks, contingencies, and other circumstances which may affect or influence their tenders. The costs of visiting the site shall be at the tenderer's own expense.

### **MEMORANDUM**

- |   |   |
|---|---|
| 1. Type of Work to be endorsed on the Package of the tender | construction of Security Watch Towers   |
| 2. Date of issuance of Tender                               | 16 June 2025.   |
| 3. Place of issue of Tender                                 | Office of Director (Works) GIKI, Topi, Swabi.                                     |
| 4. Place of submission and, opening of Tender               | Office of Director (Works) GIKI, Topi,  |
| 5. Last date and Time of submission of Tender.              | 11:00 hrs, 25 June 2025   |
| 6. Date and Time of opening of Tender                       | 1115 hrs, 25 June 2025.   |
| 7. Date of commencement of work                             | Within 7 (Seven) days from the date of receiving of assurance of letter of intent |

8	Time of completion of work	02 x Months from the date of issuance of letter of intent.
9	Defect Liability of Maintenance period	06 x Months from the date of substantial completion of the works.
10	Retention money to be deducted from Contractor's Running Bills.	05% ( <b>Five Percent</b> ) of gross amount of Work done from each running bill
11	Release of Retention Money.	50% of total retention Money shall be released after issuance Of completion certificate by the Client.
12	Period of honoring interim payment Certificate by the Engineer.	Within 7 (Seven) days after Vetting by Engineer.
13	Amount of Liquidated Damages per day in case of non-completion of works in the period specified In	0.1% (Zero Point one percent) of contract Value per day, including all approved Clause (9) Hereof variations.
18	Period of checking of final bill	within 30 (Thirty) days after the Date of substantial completion of of the works. Contractor must maintain / prepare Measurement Book (MB) as per standards.
19	Venue of arbitration	Rector, GIK Institute, TOPI.
20	Validity of Tender.	30 (Thirty) days

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2023

Signature \_\_\_\_\_

In the Capacity of \_\_\_\_\_

Duly authorized to sign tenders for and on behalf of \_\_\_\_\_

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Full Address \_\_\_\_\_

Witness \_\_\_\_\_

## **Technical Evaluation Criteria**

Credit Marks shall be awarded based on the following criteria. Minimum qualifying marks are 60.

<b>Sr. No.</b>	<b>Description</b>	<b>Maximum Points</b>
i)	Projects of similar nature completed over last 05 years (5 marks each project)	35
ii)	Projects of similar nature in hand (5 marks each project)	35
iii)	Personnel / HR capabilities with CVs	12
iv)	Machinery & Equipment Capabilities	12
v)	Working Capital in last 3 years with reference to bank statement.	06
	<b>Total:</b>	<b>100</b>

### **GENERAL CONDITIONS OF CONTRACT.**

1. Tenders shall acquaint themselves with the site and site conditions before submitting their tender.
2. Tenders shall be signed by the contractor / proprietor on each and every page of contract document.

## **5. PAYMENT**

### ***RUNNING / FINAL BILL.***

Contractor shall submit running bills to Client on the basis of actual work done by them. One running payment per fortnight can be claimed against physically executed and technically acceptable works at site. Retention amount of 10% will be deducted from Each bill, which will be returned after expiry of defect /liability period.

### **5.6 INCOME TAX DEDUCTION**

An amount equal to such amount (in present of each bill, as required under the income Tax Law, will be deduction from each bill of Contractor and deposited with the appropriate authorities.

## **6 OBLIGATIONS OF THE CONTRACTOR.**

- 6.1 Contractor shall make their own arrangements at his own expense for required tools, plants and machinery required for the execution of the work. Any delay on this count could make the contractor liable to penalties impose by the Client commensurate with the loss of work, which may necessitate extension in completion date.
- 6.2 Whenever applicable and necessary, the contractors shall make his /their own arrangements for water required for execution of the work. In such a case no

additional extension in completion date.

- 6.3 Contractor shall not deposit any materials on site, which cause inconvenience to the public. the Engineer in charge may require the contractor to remove any materials, which are considered to be a source of danger or inconvenience to the public.
- 6.4 Contractor shall make their own arrangement for storing their belongings and the materials.
- 6.5 Contractor in the course of their works should understand that all materials obtained in the work of dismantling etc., will be considered as owner's property.
- 6.6 The Contractor shall carefully read the drawings and if they have any doubts they should get them clarified from the Architect /Engineer.
- 6.7 The contract must keep an experienced staff (minimum 02 persons), with civil engineering background, who can understand drawing, specifications etc. on the site of the work through the working time.
- 6.8 The Contractor should inspect the site of work and acquaint themselves with the nature and requirement of the work facilities of access for materials, removal of rubbish, etc., before submitting their tenders.
- 6.9 Time allowed for carrying out the work as entered in the tender shall be strictly observed.
- 6.10 To ensure timely completion within the stipulated period, the contractor will be required to maintain record of adequate and proportionate progress of work.
- 6.11 In the event of delay, the contractor/s will be liable to pay damages at the agreed rate for each day of delay beyond the date fixed for completion, provided always that the total amount of damages shall not exceed 10% of the tendered cost of the work. This is further subject to the condition that formal extension of the time for completion has not been granted by the Consultant Engineer.
- 6.12 If found necessary the contractor would apply for extension of time to the client in writing. The application should be submitted at least 15 days before the stipulated date of completion. Factual causes of the delay will be given in the application. If the grounds for extension given by the contractor are found to be responsible, the client shall formally grant extension of time to an extent deemed adequate and necessary. On the other hand, if grounds given for the extension aren't considered plausible and reasonable, Client / Consultant has the right to impose and recover any of the following penalties:

- Rescind the contract after due notice in writing.
- Forfeit part or whole of the retention money of contractor.
- Get the balance work executed through any other agency on the risk and the cost of the Contractor.

6.13 The Contractor shall execute the whole of the job in a most substantial and workman like manner with regard to quality, speed, material and otherwise, in every respect in strict accordance with the specifications of the work. The work executed shall also conform exactly, full and faithfully to the designs, drawings instruction in writing relating to the work, drawings instructions in writing relating to the work and kept in his office, and which the contractor/s Shall be entitled to have access to at normal office hours and the contractor/s shall, if he /they so desire, be entitled to at his /their own expense to make or cause to be made copies of the specifications, and all such designs, drawings and instructions as aforesaid . In the event of any ambiguity, lack of details or differences in the interpretation of any items of work, specifications relating to such items shall be followed and considered final.

## **7. AMENDMENTS AND ACCEPTANCE OF CONTRACTOR'S WORKS.**

7.1 Director (Engineering Projects) shall have the powers to make any alternation, omissions, additions or substitutions in the original specifications, drawings, and designs during the progress of the work. Contractor shall be bound to carry out the work in accordance with the instructions which may be given to him in writing by the Engineer and such alterations, omission additions, or substitutions shall not invalidate the contract.

7.2 Any added, altered or substituted work which the contractor may be directed to do in the manner above will specified to be will carried out as part of the work on the same conditions in all respect on which he agreed to do the main work and at the same rates as are specified in the tender for the main work.

On the request of the Contractor, the proportionate extension in time will be granted for the added or altered work. In this regard the decision of the Engineer shall be deemed to be final.

In case the added, altered or substituted work includes any class of work for which no rate is specified in the contract then such item of work shall be carried out by mutual agreement in advance keeping in view the prevailing market rates of men and materials.

If at any time after the award of work or after the commencement of work Engineer shall by any reason whatsoever not require the whole of the work (specified in the tender) to be carried out, the Engineer in-charge shall give notice in writing to the contractor who shall have no claim to any payment of compensation whatsoever on account of profits or advantage which he did not



derive as consequence of the work not got carried out.

If at any time it appears to Client /Consultant or its authorized person that any work has been executed with unsound, imperfect, or unskillful workmanship or with materials of inferior quality and not in accordance with the contract the contractor shall on demand in writing form the Engineer rectify, remove and / or reconstruct the work, in whole or in part as the case may be provided other proper and suitable materials or articles at his own cost.

In the event of Contractor's failure to rectify /remove / reconstruct the specified items within a given period by Engineer in his aforesaid written demand, the contractor shall be liable to pay compensation at the rate of 1% of the contract amount for every daywork delayed, not exceeding Ten days.

In the event of continuous failure on the part of contractor beyond ten days, the Engineer will arrange to get the required work done through any other Contractor, at the risk and cost of the Contractor in all respects.

#### FORM OF AGREEMENT

THIS AGREEMENT is made on the \_\_\_\_\_ day of \_\_\_\_ Between (Name of Employer) \_\_\_\_\_ Employer", of one part and (Name of Contractor) \_\_\_\_\_ of (Mailing address of Contractor") of the other part.

WHEREAS the Employer is desirous that certain Works should be executed. viz \_\_\_\_\_) by letter of acceptance date:

(Date of letter of Acceptance) \_\_\_\_\_, accepted a bid by the Contractor for the execution. Completion and maintenance of such Works, NOW THIS AGREEMENT WITNESSETH as follows:

1. In this Agreement words and expressions shall have the same meaning as are respectively assigned to them in the Conditions of Contract hereinafter referred to.
2. The following documents shall be deemed to form and be read and construed as part of this Agreement, viz:
  - a) Contract Agreement;
  - b) The letter of Acceptance.
  - c) The said bid with priced bill of quantities and addenda (if any).
  - d) Instructions to bidders.
  - e) Special Stipulations
  - f) Drawings
3. The aforesaid documents shall be taken as complementary and mutually explanatory of one another, but in the case of ambiguities or discrepancies shall take precedence in the order set out above.
4. In consideration of the payment to be made by the Employer to the Contractor as hereinafter mentioned, the Contractor hereby covenants with the Employer to execute, complete and maintain the Works in conformity in all respects with the provisions of the Contract.
5. The Employer hereby covenants to pay the Contractor in consideration of the execution, completion and maintenance of the Works the Contract Price at the times and in the

manner prescribed by the Contract.

IN WITNESS WHEREOF, the parties hereto have caused their respective Common Seals to be hereunto affixed (or have hereunto set their respective hands and seals) the day and year first above written

Signed, Sealed and Delivered.

By the said:_____	By the said: _____
Name:_____	Name:_____
On behalf of Contractor:	On behalf of Client:
_____	_____
Name:_____	Name: _____
Address:_____	Address: _____
Date:_____	Date: _____

Witness  
no. 1:\_\_\_\_\_ (Name & Signature)

Witness no. 2:\_\_\_\_\_ (Name & Signature)

**BILL OF QUANTITIES FOR**  
**CONSTRUCTION OF SECURITY WATCH TOWERS**

S. #.	Description Store Items.	Quantity Required	A/C Unit	Rate (Inclusive of taxes)	Amount (Inclusive of taxes)
	Supply, installation of following items including transportation, form work etc.				
1	Steel ½ inches	3000	Kg		
2	Cement Kohat/equi	280	Bags		
3	Sand	1600	Cft		
4	Crush	800	Cft		
5	Bending wire	12	Kg		
6	Steel stairs 20' x 2.5'	1600	Kg		
7	Bricks	32000	Nos		
8	Excavation/form work/ labor charges	01	job		
9	Bracket fan Pak Fan	04	Nos		
10	12 watts LED light	04	Nos		
11	4 Gang switch	04	Nos		
12	Flood light 200 watts Fast Light	12	Nos		
13	16Ampere Breaker with Box Schnider	04	Nos		
14	Cable 7/29 Fast Cable black	08	Roll		
15	Cable 7/36 Fast Cable Red	08	Roll		
16	Cable 3/29 Fast Cable Green	08	Roll		
17	Pipe 3/4" popular	600	Mtr.		
	<b>TOTAL (INCLUSIVE OF TAXES)</b>				