

**PAKISTAN TELECOMMUNICATION COMPANY LIMITED**  
**HEADQUARTERS G-8/4 ISLAMABAD**

**SUBJECT: -CONSTRUCTION OF DAMAGED/TILTED FACE & PARAPET OF DIFFERENT BLOCKS AT PTCL STAFF COLONY, G-8/4, ISLAMABAD.**

The following terms and conditions are strictly required to be fulfilled by the Building Contractor(s) for participation in competition/execution of works specified in above captioned Tender, floated by the PTCL H/Q Islamabad.

All contractors will enclose C.D.R in shape of bank draft/pay @ 5 % of tender cost. The call deposits will be released to un-successful bidders after the checking / scrutiny as per PTCL rules.

The CDR amount shall be remained valid and operative (60) days beyond the expiry of Twelve (12) months.

The CDR being unconditional and irrevocable undertaking to PTCL shall be independently confirmed by the bank before its discharge/encashment, especially before its expiry.

The proceeds of the CDR is payable to PTCL as compensation for any loss resulting from the Contractor's failure to complete any of its obligations under this Contract.

**Submission method of bids and deadline**

- a) Bidders shall make two separate submissions in two sealed envelopes. One sealed envelope will contain the Technical Offer (un-priced bid) along with specifications and all other technical details ensuring that the envelope must be marked as "Technical Offer".

A second sealed envelope will contain the commercial offer (priced bid) with the cost breakdown as per PTCL price schedule / BOQ, ensuring that this envelope must be marked as "Commercial Offer".

- b) Both above sealed envelopes must bear PTCL Tender / RFQ reference number ONLY without any other details or name of bidder or any other reference etc.
  - c) Both above bids must be deposited in the office of Manager (Maintenance) PTCL HQs, G-8/4, Islamabad on or before the closing date and time as advised by PTCL in Invitation to Tender letter.
  - d) Any bid received by PTCL after the deadline for submission of bids prescribed by PTCL will be rejected and /or returned un-opened to the bidder.
1. All material and equipment shall be arranged by the contractor for the execution and faithful completion of the work.
  2. The firm / contractor are prohibited to publishing things in the press relating to the contract.
  3. PTCL shall not make any payment(s) to the contractor without acceptance of the completion reports supplied by the contractor, to the effect that the Civil work(s) has been completed to the entire satisfaction of the PTCL and the same is inspected and duly verified by the End user and Rates Validity for one year.
  4. The contractor shall provide certificate of satisfactory services duly verified by the Engineer building.
  5. The type of work(s) for which rates are tendered shall be mentioned on top of the Tender document by the contractor in clear handwriting or typed in block letters, otherwise the same will be considered invalid by PTCL.
  6. The Tender Committee reserves absolute and final right to accept or reject any tender or all Tenders without assigning any reason in respect thereof.
  7. The contractor will be bound to comply with the work order delivered after approval of Tender. A penalty of 0.5% of the contract value per day will be imposed if the contractor fails to take work in hand within 7 days after

issuance of receipt of work order. The same penalty is also applicable for delayed performance of work beyond the specified period.

8. The contractor will not claim any compensation or damage during execution of work for any reason whatsoever.
9. The contractor shall under no circumstances sublet or assign the work or the contract without the prior written approval of PTCL; otherwise its security shall stand forfeited by PTCL.
10. The contractor shall strictly comply with all the terms and conditions contained herein or in the Tender documents. In case of dispute between contractor and any supervisory officer(s) of PTCL, the decision of the PTCL will be final. In the event that the contractor violates/commits breach of any terms and conditions of this contract the PTCL H/Q Islamabad credit to the PTCL accounts, this decision will stand unchallenged in any court of law.
11. Contractor shall sign each page and shall submit his acceptance of the above terms and conditions on Judicial/ Legal Stamp Paper duly attested by the Notary Public/Oath Commissioner at the time of execution of work.
12. Contractor shall be liable to comply with all applicable labour laws.
13. In case of any query/inquiry, feel free to contact Manager (Maintenance) on telephone number 051-2250127.
14. **TERMINATION:** If the vendor fails to comply with any of the conditions mentioned herein or the Contract/ Purchase Order, the Contract/ Purchase Order may be terminated immediately by PTCL through a notice in writing and any costs incidental thereto shall be borne by the vendor. Such termination shall not prejudice any legal action subsequently taken by PTCL against the vendor for breach of contract / Purchase Order.

15. **TAXES AND DUTIES:** The Vendor shall be responsible for all taxes including GST, duties, license fees, Insurance, freight charges, local transportation, handling and other incidental charges etc. incurred or accrued until the final delivery of the s/ services or other obligations regarding Services.
17. **FORCE MAJEURE:** The Performance bond shall not be forfeited if the delay in performance is due to a Force Majeure event.
- 17.1 If either party is temporarily rendered unable, wholly or in part by Force Majeure to perform its duties or accept performance by the other party under the Contract it is agreed that on such party, giving notice with full particulars in writing of such Force Majeure to the other party within 07 (Seven) days after the occurrence of the cause relied on, then the duties, of such party as far as they are affected by such Force Majeure shall be suspended during the continuance of any inability so caused but for not longer period and such cause shall as far as possible be removed with all reasonable speed.
- 17.2 If either party is permanently prevented wholly or in part by Force Majeure for period exceeding one (01) month from performing or accepting performance, the party concerned shall have the right to terminate this contract immediately giving notice with full particulars for such Force Majeure in writing to the other party, and in such event, the other party shall be entitled to compensation for an amount to be fixed by negotiations and mutual agreement.
- 17.3 If a Force Majeure situation arises, the Contractor shall promptly notify PTCL in writing of such conditions and the cause thereof. Unless otherwise directed by PTCL in writing, the Contractor shall continue to perform its

obligations under the contract as far as is reasonably practicable, and shall seek all reasonable alter

Native means for performance not prevented by the Force Majeure event.

18 **DOCUMENTATION FOR PAYMENT:** For Payment purpose, the following documents should be sent to SM Central Payments PTCL HQ, G - 8/4 Islamabad, Pakistan:

18.1 Original Contractor's invoice in triplicate showing goods/service description, billing period, quantity, unit price(Pre-GST, GST and Total) and valid for refund of GST duly verified by End User/ PD (Project Director).

18.2 Consignee's Service Acceptance Note (SAN) Certificate / Voucher.

18.2.1 Certificate of satisfactory services duly verified by each floor representative. (*For each monthly payment*)

18.3 Receipt of copy of performance bond duly verified by SM Contracts Turnkey (SW&IT). (In case of first payment only)

18.4 Contractor shall quote prices as per attached BOQ document.

**19. SCHEDULE OF PAYMENTS:**

19.1 Payments schedule according to P.O will be as under:

- a. 25 % payment after completion of 50 % work done.
- B. 50% payment after 75% work done
- c. 25% after completion/ Handing taking over .

**20. FINE/ PENALTY:**

20.1 Subject to Clause 17 (Force Majeure), if the Contractor fails to deliver any or all of the Goods or perform the services within the time period (s) specified in the contact, PTCL, shall without prejudice to its other remedies under the contract, have the right to impose penalty.

20.2 A penalty of Rs.1000/day will be imposed if the contractor fails to perform the said work in accordance with the scope of work.

- 20.3 Any fine/ penalty imposed if not paid in cash by Contractor shall be deducted from the running invoice (s) submitted by Contractor. The imposition of penalty upon the Contractor and its payment does not absolve the Contractor from its obligations to delivery or from any other liabilities or obligations under the Contract.
21. Bidder must mention their Vendor Registration code on quotation. In case vendor is not registered, then registration must be done before the issuance of letter of Intent (LOI). Vendor Registration form can be downloaded from PTCL website:  
[www.ptcl.com.pk/media](http://www.ptcl.com.pk/media).
22. All correspondence on the subject may be addressed to the undersigned.
23. Bids shall be submitted in PTCL Headquarters, G-8/4, Islamabad as per instructions provided in tender documents on or before **1200 Hours. Dated: 05-10-2017.**

MANAGER MAINTENANCE

Mubashar Mirza/Manager (Maintenance) HQ/PTCL

Contact office#051-2250127

Email address [Mubashar.mirza@ptcl.net.pk](mailto:Mubashar.mirza@ptcl.net.pk)

O/O Senior Manager Maintenance PTCL  
Headquarters G-8/4 Islamabad

Tender #. Mngr/Mtec/Inq/2017-18/

The Senior Manager (Maintenance)  
PTCL Headquarters G-8/4,  
Islamabad

<b><u>Pakistan Telecomm: Company Ltd</u></b>					
Office of Manager Maintenance PTCL H/Qtrs Islamabad					
Subject	<b>Bid documents for Re-Construction of Damaged / Tilted face &amp; Parapet of different blocks C-7,8,9,24,25,26 B-10,11,18,19,20,21,22,23 at PTCL Staff Colony G-8/4 Islamabad</b>				
SI #	Description	Qty	Unit	Rate	Amount
1	Demolition of walls, built in brick work, or Concrete blocks, or in stone masonry, built in lime or CM, incl pillars, lintels, struts etc.	5420.00	Cft		
2	<b>Load “materials” (like demolished brick bats, bricks, sand and bitumen etc) on truck/ trolley or any other means, carry upto 100 M or part thereof, unload and stack or spread.</b>	5420.00	Cft		
		3216.00	Cft		
4	Providing and laying RCC Type ‘A’, using Crushed or Broken stone as specified in roof slabs, landings, walls, plinth beams and bands, etc, requiring shuttering. Reinforcement measured and paid separately.	1911.00	Cft		
5	Supply and fix, bars round, using deformed bars Grade-40 incl cutting, bending, binding and placing reinforcement in position @ 0.5% of concrete volume.	2100.00	Kg		
6	Three coats of weather shield paint on exterior wall including preparation of surface complete in all respect. (ICI Dulux)	40000.00	Sft		
	<b>Sub Total</b>				<b>0.00</b>
	<b>Less Rebate if any</b>				<b>0.00</b>
	<b>Total</b>				<b>0.00</b>
	<b>GST @ 16% AS PER POLICY</b>				<b>0.00</b>
	<b>Grand Total</b>				<b>0.00</b>

Tender Form #-----

ISSUED TO:-----

Dated:\_\_\_\_\_



---

**Name and Signature of the Authorized Representative:**

---

---

**Signature of Tender Committee**