

PAKISTAN TELECOMMUNICATION COPMANY LIMITED

# OFFICE OF THE SENIOR/MANAGER (MAINTENANCE) PTCL H/Qs ISLAMABAD

No: - Manager (Electrical)/H/Q/Tenders Dated. 16-09-2021

SUBJECT: - **Terms and conditions for tender preparation of single line diagram Fitness certificate of all exiting working electrical equipment including DG Set, ATS panel power Factor panel, LT panels, HT Panels and DBs installed in PTCL HQs all blocks.**

 The following terms and conditions are strictly required to be complies with by the Electrical Contractor(s) for participation in competition/execution of works specified in the Tender, floated by the Senior Manager (Maintenance) PTCL H/Q Islamabad.

1. The rates of tender will be valid for fiscal year 2021 and contractor will be bound to complete any works ordered to him during above period on the same term & conditions.
2. Terms allowed for completion of each work will be mentioned separately in days from the written work order to commence the work.

All contractors will enclose bank draft/pay order of fixed Rs. 20,000/- (Rupees Twenty thousand) for tender **(preparation of single line diagram, Fitness certificate of all installed electrical equipment including DG Set, ATS Panel Power Factor panel, LT panels, HT Panels and DBs installed in PTCL HQs all blocks).**

1. The contractor shall be bound to carry out the additional work, which is not covered in the approved BOQ. Payment will be made on the same quoted by the contractor and approved by the tender committee. The work is to be completed within the bill of quantity as enclosed and the payment will be made as per actual work done for the same as per site requirement and in case of deviation up to 10% will be paid after approval of the competent authority.
2. All material and equipment shall be arranged by the contractor for the execution and faithful completion of the work in accordance with the BOQ / specification and drawings.
3. The payment to the contractor shall be made after the final technical inspection and verification by the concerned A.M in-charge
4. The firm / contractor are prohibited to publishing things in the press relating to the contract.
5. 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 replacement and maintenance work(s) has been completed to the entire satisfaction of the PTCL and the same is inspected and duly verified by the A.M (Electrical).
6. 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.
7. Tender received after the due date shall not be accepted.
8. The PTCL reserves absolute and final right to accept or reject any part of tender or all tenders without assigning any reason in respect thereof.
9. The contractor shall 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 3 days after issuance of receipt of work order. The same penalty is also applicable for delayed performance of work beyond the specified period.
10. The contractor will not claim any compensation or damage during execution of work for any reason whatsoever and contractor himself responsible for any damage caused during execution of work at site.
11. The contractor shall be engaged for the year 2021/22 and shall continue to work till the approval/selection of new contractors for the next year.
12. 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.
13. The officer concerned is authorized to award the execution / supply of work(s) of annual replacement & maintenance and petty works (tender) to any other approved contractor/supplier. However, work of tender will be awarded to lowest bidder / supplier. In this regard, decision of Manager (Electrical) PTCL H/Q will be binding and final upon the contractor.
14. All taxes payable to the Government of Pakistan will be recovered on current rates from the bills of contractors.
15. 18. The supply items which were not mentioned in the tender, Supply List provided by the Manager (Electrical) PTCL H/Q at the time of the tender opening shall be paid for on the prevailing market rates at that time. Contractor is bound to purchase all approved items (Pakistan/ Fast Cables, Clipsal/ Schneider) as per PTCL Standards and other products from authorized dealers, outlets and / or suppliers of well-known and branded companies. {Subject to the prior approval and acceptance of PTCL}.
16. The contractor shall strictly comply with all the terms and conditions contained herein or in the tender document. In case of dispute between contractor and any supervisory officer(s) of this Division, the decision of the Head of (M&SS) PTCL H/Q will be final. In the event that the contractor violates/commits breach of any terms and conditions of this contract the Sr. Manager (Mtce) PTCL HQ Islamabad can exercise the powers to cancel the contract and forfeit the security in whole / partial as well as forfeit any outstanding bills of the contractor and credit to the PTCL accounts, this decision will stand unchallenged in any court of law.
17. Contractor shall sign each page and shall submit his acceptance of the above terms and conditions on Judicial Stamp Paper duly attested by the Notary Public/Oath Commissioner with-in a week from the date of receipt of these terms and conditions.
18. The Tender shall be delivered on or before **10-10-2021** (during office hours) in a sealed cover, addressed to Senior Manager (Maintenance), room # 429/ 431 (B-block )PTCL H/Q G-8/4 Islamabad on or before the date and time fixed in connection therewith.
19. The PTCL management reserves the right to award any work to any approved / registered vender without assigning any reason.

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|  | **SENIOR MANAGER (MAINTENANCE)** **PTCL HEADQUARTER G-8/4** **ISLAMABAD.** |
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Name of Contractor

Signature

Stamp

Date

