

Bidding Document

Tender for Rehabilitation and Maintenance Work in HBFC Office Building, Islamabad

Bid No. HBFC/HOK/GSD/2022/448

Date of Issue:	March 02, 2022
Last Date of Submission:	March 17, 2022 11:00 am
Technical Proposal Opening:	March 17, 2022 11:30 am
Procedure of Bidding:	Single Stage – Two Envelope

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Bid No. HBFC/HOK/GSD/2022/448

March 02, 2022

Invitation for Bids

House Building Finance Company Limited (HBFC) is country's premier housing finance institution, providing affordable housing finance solutions particularly to the low and middle income groups of the population. HBFC invites sealed bids for the following tenders from PEC registered contractors (for renovation and civil works):

Tender No.	Tender Name	Tender Ref.
01	Tender for Rehabilitation and Maintenance Work in HBFC Office Building, Islamabad	HBFC/HOK/GSD/2022/448
02	Tender for Renovation Works, Supply & Installation of Miscellaneous Items for Establishment of Strong Room in South Region - Karachi	HBFC/HOK/GSD/2022/449
03	Tender for Supply and Installation of Fire Proof Steel Double Door Almirahs for Strong Room in South Region - Karachi	HBFC/HOK/GSD/2022/450

All Bids will be evaluated separately in terms of Rule 36 (b) of Public Procurement Rules-2004 i.e., "Single stage-two envelope procedure". Bidding documents as cited above, containing detailed BoQ / Scope of Work and evaluation criteria etc. can be downloaded free of cost from HBFC website i.e., www.hbfc.com.pk This IFB is also available at PPRA website www.ppra.org.pk

All above cited bids must be prepared and submitted separately clearly marking Tender Name and Tender Reference on the top of each sealed envelope in accordance with the instructions in the bidding documents containing Technical and Financial Proposals, must reach at the address given below on or before **March 17, 2022 at 11:00 am**. Technical Proposals will be opened on same day at **11:30 am** in the presence of bidders, representatives (who choose to attend) at the address given below. Bidders will be required to submit **02% Bid Security** along with their bid in shape of Pay Order / Demand Draft in favor of HBFC. Late/ incomplete/ conditional bids will not be entertained.

HBFC reserves the right to accept or reject any or all bids in accordance with relevant clause of Public Procurement Rules (PPR-2004).

Head - General Services Department
House Building Finance Company Limited
3rd Floor, FTC Building, Shahrah-e-Faisal, Karachi
Tel: 021-35641752/39

General

1. Scope of Bid

House Building Finance Company Limited (HBFC), Country's premier housing finance institution having its principal place of business at 3rd Floor, FTC Building, Shahrah-e-Faisal, Karachi, hereinafter called "Company", invites sealed bids from tax registered and financially stable contractors for Rehabilitation and Maintenance Work in HBFC Office Building, Islamabad located at Plot No. 14, Sector G-8/1, Mauve Area, Islamabad. The bidding process is open to all bidders who meet the eligibility criteria given separately in **Annexure – C**. Detailed BoQ / Scope of Work is attached at **Annexure – A**.

Bidder/Firm, who is black listed by any government organization will not be eligible to participate in the bidding/procurement process.

2. Cost of Bidding

The Bidder will bear all costs associated with the preparation and submission of its bid and HBFC will in no case be responsible or liable for those costs.

Bidding Documents

3. Contents of Bidding Documents

Bidders are expected to examine all instructions, forms, terms, specifications, and other information in the Bidding Documents. Failure to furnish all information required by the Bidding Documents or submission of a bid not substantially responsive to the Bidding Documents in every respect will be at the Bidder's risk and may result in the rejection of its bid.

4. Amendment of Bidding Documents

i. At any time prior to the deadline for submission of bids, HBFC may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, amend the Bidding Documents.

ii. Amendments will be provided in the form of Addenda to the bidding documents, which will be sent in writing to all prospective Bidders that received the bidding documents from the Company. Addenda will be binding on Bidders. Bidders are required to immediately acknowledge receipt of any such Addenda. It will be assumed that the Bidder in its bid will have taken the amendments contained in such Addenda into account.

iii. In order to offer prospective Bidders reasonable time in which to consider the amendment in preparing their bids, the Company may, at its discretion, extend the deadline for the submission of bids consistent with provision of Rule 27 of PPRA-2004.

Preparation of Bids

5. Bid Prices and Validity

The Work Order will be for Rehabilitation and Maintenance Work in HBFC Office Building, Islamabad located at Plot No. 14, Sector G-8/1, Mauve Area, Islamabad. All bids will be quoted in Pak Rupee. Bids in any other currency will be rejected. The price quoted would be inclusive of all taxes levied by the local Authority/ Provincial Government/ Federal Government at the time of submission of bids. Any subsequent change in applicable direct/ indirect taxes/ duties levied by the government will accordingly be adjusted. Bid prices must be valid for 120 days from the date of opening of Financial Proposal till the award of contract to the successful bidder. Bid Prices once approved, shall not be changed till the completion of the entire project as per the scope of work / BoQ.



Submission of Bids

6. Deadline for Submission of Bids

- i. Bids must be received at the address specified in Bid Data Sheet not later than the time and date specified in the Bid Data Sheet.
- ii. HBFC may extend the deadline for submission of bids by issuing an amendment, in which case all rights and obligations of the Company and the bidders previously subject to the original deadline will then be subject to the new deadline.

7. Late Bid

Any Bid received by the Company after the deadline will be returned unopened to the Bidder.

Bids Opening and Evaluation

8. Bid Opening

HBFC will open all bids in public, in the presence of bidders' representatives who choose to attend at the time, date and place specified in the Bid Data Sheet. Bidders' representatives will sign an attendance sheet as proof of their attendance.

9. Correction of Errors

HBFC for any arithmetic errors will check bids determined to be substantially responsive. HBFC, on the following basis will rectify arithmetical errors:

If there is a discrepancy between unit prices and the total price that is obtained by multiplying the unit price and quantity, the unit price will prevail, and the total price will be corrected; if there is a discrepancy between the amounts in figures and in words, the amount in words will prevail. The amount stated in the Bid will be adjusted by the Company in accordance with the above procedure for the correction of errors and, with the concurrence of the Bidder, will be considered as binding upon the Bidder. If the Bidder does not accept the corrected amount, the Bid will be rejected, and the Bid Security may be forfeited.

10. Evaluation and Selection of Bids

The bids will be evaluated in terms of Rule 36-(b) of PPRA Rules. i.e., Single Stage - Two Envelope procedure. Bids will be evaluated in detail as per **Annexure - C of Technical Proposal**. Bidders must ensure to comply all the fields given in **Annexure - C**. If a bidder is unable to comply in any of the given field, their proposal will be disqualified for further processing. The Financial Proposal of technically compliant firm will only be opened.

11. Client References

The bidder must mention the names and contact details of at least two (2) client references on prescribed format (**Annexure D**) who shall be able to provide information about services rendered by the firm.

12. Bid Security

All bidders are required to submit an amount of bid security with their financial proposals @ **02%** of Total Amount of financial proposal (inclusive of all applicable taxes, options etc.), as per the given financial proposal format, in the form of bank draft/ pay order in favor of HBFC. No bid will be considered as valid unless the Bid Security accompanies it. No interest will be payable by the HBFC on this deposit. Bid Security will be refundable on completion of bidding process or the award of contract to the successful bidder.

Award Criteria

13. Award Criteria

The contract will be awarded to the most advantageous bidder whose bid has been found technically compliant and financially lowest as per PPRA rules.

14. Company's Right to Reject All the Bids

The Company reserves the right to annul the bidding process and reject bids at any time prior to award of contract as per PPRA Rules.

15. Payment

Payments will be made by HBFC against the invoice/s raised along with performance/satisfactory certificate by the bidder by following the procedure in vogue.

1. **Fifty Percent (50%)** running payment will be made upon completion of 50% work as per the given scope of work to the satisfaction of HBFC.
2. **Remaining Forty Five Percent (45%)** will be made upon 100% completion of the work to the satisfaction of HBFC.
3. **Five Percent (05%)** payment will be retained as Retention Money which will be released after completion of six months (06) Defect Liability Period which will start from the date of completion certificate rendered by HBFC.
4. Applicable sales tax (GST or any provincial taxes etc.) must be indicated in the Financial Proposal and will be deducted from the invoice(s).
5. HBFC reserve the right to reduce or enhance any quantity/item during execution.
6. Above payment terms shall be binding on all participating bidders / contractor and shall remain unchanged.

16. Code of Conduct

It is the Company's policy to require that Consultant/ Service Providers, Suppliers, and Contractor under Company-financed contracts, observe the highest standard of ethics during the procurement and execution of such contracts. Under Rule 19 of PPRA-2004, the Company can blacklist bidders found to be indulging in corrupt or fraudulent practices. Such barring action will be duly publicized and communicated to the PPRA.

17. Integrity Pact

Pursuant to Rule 7 of PPRA-2004, bidders will be required to sign an Integrity Pact in accordance with prescribed format attached at **Annexure - E**.

18. Overriding Effect of PPRA-2004

Wherever, in conflict with these documents the stipulation of PPRA-2004 will prevail.

Bid Data Sheet

The following specific data for services to be acquired will complement, supplement or amend the provisions in the Instructions to Bidders (ITB). Whenever there is a conflict, the provisions herein will prevail over ITB.

Instructions to Bidders (ITB)	
S#	Details
1.	Tender for Rehabilitation and Maintenance Work in HBFC Office Building, Islamabad Ref No. HBFC/HOK/GSD/2022/448
2.	<p><u>Contact Information and Communication</u> The contact detail for all correspondence in relation to this bid is as follows:</p> <p>Name: Mr. Asad Baber Khan Designation: Manager Procurement – General Services Department (GSD) Email: asad.baber@hbfc.com.pk Address: House Building Finance Company Limited, Head Office, 3rd Floor, Finance & Trade Centre, Shahrāh-e-Faisal, Karachi. Phone: +92 21 35641752</p> <p><u>Technical Contact:</u> Name: Mr. Munir Ahmed Designation: Manager – Property Management Department (PMD) Email: munir.ahmed@hbfc.com.pk Address: House Building Finance Company Limited, Head Office, 3rd Floor, Finance & Trade Centre, Shahrāh-e-Faisal, Karachi. Phone: +92 21 35641711 (Ext. 787)</p>
3.	<p>Site Address: Plot No. 14, Sector G-8/1, Mauve Area, Islamabad</p>
4.	Bidder/Firm, who is black listed by any government organization will not be eligible to participate in the bidding/procurement process.
5.	The bids will be evaluated in terms of Rule 36-(b) of PPRA Rules. i.e., Single Stage - Two Envelope procedure. Bids will be evaluated in detail as per Annexure – C1 of Technical Proposal . Bidders must ensure to comply all the fields given in Annexure – C . If a Bidder is unable to comply in any of the given field, the proposal will be disqualified for further processing. The financial proposal of technically compliant firm will only be opened.
6.	Bid prices must be valid for 120 days from the date of opening of Financial Proposal till the award of contract to the successful bidder. Bid Prices once approved, shall not be changed till the completion of the entire project as per the scope of work / BoQ
7.	All bidders are required to submit amount of bid security enclosed in financial proposal @ 02% of total bid price Inclusive of all applicable taxes etc. No bid will be considered as valid unless the Bid Security accompanies it. No interest will be payable by the HBFC on this deposit. Bid Security will be refundable on completion of bidding process or the award of contract to the successful bidder.

8.	<p>The Company's address for the purpose of bid submission is:</p> <p style="text-align: center;">Head - General Services Department, House Building Finance Company Limited, 3rd Floor, Finance and Trade Centre, Shahrah-e-Faisal, Karachi, Pakistan Telephone No: 021- 35641752-39</p>
9.	<p>The deadline for submission of bids will be March 17, 2022 at 11:00 am. Technical Proposals will be opened on same day at 11:30 am at the following address:</p> <p style="text-align: center;">House Building Finance Company Limited, 3rd. Floor, Finance and Trade Centre, Shahrah-e-Faisal, Karachi –Pakistan.</p>

Bill of Quantity (BoQ)

**Tender for Rehabilitation and Maintenance Work in HBFC Office Building, Islamabad
Site Address: Plot No. 14, Sector G-8/1, Mauve Area, Islamabad**

S. No.	Description	Unit	Qty
1	Removal of Granite Tiles from Elevation and its disposal away from Site	sq. ft.	4200
2	Cleaning of surface from where granite is removed and doing plaster to make it even and smooth.	sq. ft.	4200
3	Painting Three (03) Coats with Weather Proof Finish or Weather Shield Paint Deluxe ICI or equivalent make of approved Color Shade etc. by HBFC and including the cost of cleaning the surface, sand papering etc. complete	sq. ft.	32,000
4	Re-Fixing of Aluminum Windows (Fixed / Sliding / Top Hung) Self Adhesive Rubber (EPDM) on External Windows complete sealing in all respects as per approved sample from HBFC	sq. ft.	5,469
5	Refilling of Sealant (Non-Shrinkage Grout Sika or equivalent) between Windows & Masonry to fill the gaps upto 2" linear in length	R.ft	850
6	Refilling with Non-Shrinkage grout (Sika or equivalent) between Parapet Wall & Roof Golla to fill the gaps upto 2"	R.ft	250
7	Sealant Filling (Non-Shrinkage Grout i.e. Sika or equivalent) in the gap between Ramp & Retaining Wall is required	R.ft	350
8	Cleaning and making proper levels using CC 1:4 mortar for the A/C water/Rain water drainage from the galleries where A/C outdoors are placed	Sft	350
9	Stair Roof Parapet: Removal of Roof Water Proofing, repair of Plaster / Masonry Cracks and redoing of Water Proofing required as per approval by	sq. ft.	4,405
10	Replacement of all Sewerage UPVC Cleanout Plug Points using Pak Arab / Adamjee or equivalent complete in all respect		
	a) 06 inch	Nos.	3
	b) 04 inch	Nos.	10
	c) 03 inch	Nos.	9
11	UPVC Roof Drain Pipes conforming to ASTM D-1785 schedule 4 & fittings conforming to D-2466 Schedule 40 for Rain Water Pipe of diameter 04 inches to be extended away from Walls as this is damaging Basement Retaining Wall especially around Basement Windows	Rft	280
12	Cleaning & Re-filling of Fire Mortar in all Electrical Pipe Openings at Sub-Station & Electrical Manhole.	Job	1
13	Cleaning & Repairing of Electrical Manhole (Jacketing of Manhole 3/8" @ 8" c/c both ways with Padlo or any other Water Proofing Agent Top to Bottom) especially the Common Wall of Sub-station & Manhole adjacent to Sub-station Foundation including re-dressing of Electrical Cables in both Manhole & Sub-Station with Sikaflex or any other Waterproofing material	Job	1

Note: Above cited quantity is approximate and is subject to increase/decrease 15% +/-

Technical Proposal

**Tender for Rehabilitation and Maintenance Work in HBFC Office Building,
Islamabad**

Bid No. HBFC/HOK/GSD/2022/448

Bid Form

(To be printed on bidder's letterhead)

To:

Dated:

The Head, General Services Department,
House Building Finance Company Limited,
3rd Floor, Finance & Trade Centre,
Shahrah-e-Faisal, Karachi

Technical Proposal

Tender for Rehabilitation and Maintenance Work in HBFC Office Building, Islamabad

Dear Sir,

Having examined the bidding documents, the receipt of which is hereby duly acknowledged, we the undersigned, offer to supply and deliver the required item or services in conformity with the said bidding documents as may be ascertained in accordance with the Technical Proposal and Schedule of Prices attached herewith and made part of this Bid.

We undertake, if our Bid is accepted, to deliver the services in accordance with the schedule specified in the Technical Requirements and Specifications.

We agree to abide by this Bid prices must be valid for 120 days from the date of opening of Financial Proposal till the award of contract to the successful bidder. Bid Prices once approved, shall not be changed till the completion of the entire project as per the scope of work / BoQ

If the Bid is accepted then until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your notification of award, shall constitute a binding Contract between us.

We understand that you are not bound to accept the lowest or any bid you may receive.

Dated this _____ day of _____ 2022

[Seal & signature]

[In the capacity of]

Duly authorized to sign Bid for and on behalf of _____

Compliance Based Eligibility Criteria

Tender for Rehabilitation and Maintenance Work in HBFC Office Building, Islamabad

S. No.	Criteria	Compliance		Evidence Provided		Attach Evidences as Under
		Yes	No	Yes	No.	
1.	Contractor must be a registered Tax Payer and must appear on the Active Taxpayer List. Please attach valid documentary proof.					Appendix - A
2.	Contractor must submit an affidavit on a Rs.200/- Stamp Paper that they have not been blacklisted or debarred by any organization.					Appendix - B
3.	Valid PEC registration as contractor. Please attach valid / verifiable documentary proof.					Appendix - C

Note:

- i. Bids will be evaluated in terms of Rule 36-(b) of PPRA Rules. i.e., Single Stage - Two Envelope procedure.
- ii. Bidder must ensure to comply all the fields given here above.
- iii. If a bidder is unable to comply in any of the given field, the proposal will not be considered for further processing.
- iv. The financial proposal of only technically compliant firm will be opened.
- v. Bidders must place their provided evidences as Appendix (clearly marked).
- vi. Contract will be awarded to the successful bidder(s) whose bid has been found technically and financially compliant and emerged as the most advantageous bid.
- vii. During the evaluation no amendments by the bidder in the proposal will be permitted; however, HBFC may seek clarification.
- viii. The bid security of bids of unsuccessful bidders will be returned.

Client References

Tender for Rehabilitation and Maintenance Work in HBFC Office Building, Islamabad

Reference One (1)	
Client Name	
Contact Person with email	
Address and Contact Number	
Industry	
Any Comments	
Reference Two (2)	
Client Name	
Contact Person with email	
Address and Contact Number	
Industry	
Any Comments	



Integrity Pact

Tender for Rehabilitation and Maintenance Work in HBFC Office Building, Islamabad

[Bidder Name] hereby declares that it has not obtained or induced the procurement of any contract, right, interest, privilege or other obligation or benefit from Government of Pakistan (GoP) or any administrative subdivision or agency thereof or any other entity owned or controlled by it (GoP) through any corrupt business practice.

Without limiting the generality of the foregoing, [Bidder Name] represents and warrants that it has fully declared the brokerage, commission, fees etc. paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within or outside Pakistan either directly or indirectly through any natural or juridical person, including its affiliate, agent, associate, broker, consultant, director, promoter, shareholder, sponsor or subsidiary, any commission, gratification, bribe, finder's fee or kickback, whether described as consultation fee or otherwise, with the object of obtaining or inducing the procurement of a contract, right, interest, privilege or other obligation or benefit in whatsoever form from GoP, except that which has been expressly declared pursuant hereto.

[Bidder Name] certifies that it has made and will make full disclosure of all agreements and arrangements with all persons in respect of or related to the transaction with GoP and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty. [Bidder Name] accepts full responsibility and strict liability for making any false declaration, not making full disclosure, misrepresenting facts or taking any action likely to defeat the purpose of this declaration, representation and warranty. It agrees that any contract, right, interest, privilege or other obligation or benefit obtained or procured as aforesaid shall, without prejudice to any other right and remedies available to GoP under any law, contract or other instrument, be voidable at the option of GoP.

Notwithstanding any rights and remedies exercised by GoP in this regard, [Bidder Name] agrees to indemnify GoP for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to GoP in an amount equivalent to ten times the sum of any commission, gratification, bribe, finder's fee or kickback given by [the Bidder] as aforesaid for the purpose of obtaining or inducing the procurement of any contract, right, interest, privilege or other obligation or benefit in whatsoever form from GoP.

For and On Behalf Of

Signature: _____

Name: _____

Non-Disclosure Agreement

Tender for Rehabilitation and Maintenance Work in HBFC Office Building, Islamabad

1. This Non-Disclosure Agreement exists between [Bidder] (hereinafter referred to as “RECIPIENT”) and House Building Finance Company (HBFC).
2. This agreement serves to protect confidential information develop and owned by HBFC which will be used by the bidder from the Work order till during the contract/SLA period under the following terms.
3. "Confidential Information" means any information directly or indirectly concerning, or related to the: Information about the activities of the HBFC.
4. Information about the above-mentioned categories in Project by HBFC, including but not limited to: Policies, Procedures, Business, Rules, Validation, Checks, all project related information Process followed etc.
5. Information about HBFC, above-mentioned categories in project as per RFP.
6. Any other information the recipient having obtained from HBFC deliberately or otherwise during the course if this exercise.
7. Confidential Information and Intellectual Property may be Oral, written, electronic or other machine-readable form.
8. Translated from the original, modified, updated, or altered Originated or obtained by HBFC.
9. Recipient shall protect the disclosed Confidential Information by using the same degree of care to prevent the unauthorized use, dissemination or publication of the Confidential Information as the recipient uses to protect its own Confidential Information of a similar nature.
10. Recipient must ensure the secure custody of the Confidential Information and must take all reasonable precautions to prevent the access, use or disclosure of this information by third parties.
11. Recipient shall not disclose or attempt to disclose any Confidential Information to any person or entity other than its consultants and legal advisors who need access to such Confidential Information, and shall assure that all such persons treat the Confidential Information in accordance with all of the terms hereof.
12. Recipient shall not make or take any copies of Confidential Information, unless previously approved by Disclosure.
13. Recipient shall not use or attempt to use any of the Confidential Information for his/her own benefit or for the benefit if any other person or entity.
14. Recipient shall not be authorized to use or process the Confidential Information upon the date that his/her services to HBFC are completed or terminated.
15. Recipient shall promptly return the Confidential Information, or certify in writing to the complete destruction thereof, as directed by HBFC in writing.
16. The laws of Pakistan shall govern the interpretation and enforcement of this Agreement.
17. Recipient shall be bound by conditions until released in writing by HBFC.

Agreed to and Accepted by

House Building Finance Company

(Signature of “Authorized Representative”)

(Signature of HBFC Authorized Official)

Financial Proposal

**Tender for Rehabilitation and Maintenance Work in HBFC Office Building,
Islamabad**

Bid No. HBFC/HOK/GSD/2022/448

Bid Form

(To be printed on bidder's letterhead)

To:

Dated:

The Head, General Services Department,
House Building Finance Company Limited,
3rd Floor, Finance & Trade Centre,
Shahrah-e-Faisal, Karachi

Financial Proposal

Tender for Rehabilitation and Maintenance Work in HBFC Office Building, Islamabad

Dear Sir,

Having examined the bidding documents, the receipt of which is hereby duly acknowledged, we the undersigned, offer to supply and deliver the required item or services in conformity with the said bidding documents as may be ascertained in accordance with the Technical Proposal and Schedule of Prices attached herewith and made part of this Bid.

We undertake, if our Bid is accepted, to deliver the services in accordance with the schedule specified in the Technical Requirements and Specifications.

We agree to abide by this Bid prices must be valid for 120 days from the date of opening of Financial Proposal till the award of contract to the successful bidder. Bid Prices once approved, shall not be changed till the completion of the entire project as per the scope of work / BoQ

If the Bid is accepted then until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your notification of award, shall constitute a binding Contract between us.

We understand that you are not bound to accept the lowest or any bid you may receive.

Dated this _____ day of _____ 2022

[Seal & signature] [In the capacity of]
Duly authorized to sign Bid for and on behalf of _____

Financial Proposal

Tender for Rehabilitation and Maintenance Work in HBFC Office Building, Islamabad

S. No.	Description	Unit	Qty	Rate (Rs.)	Amount (Rs.)
1	Removal of Granite Tiles from Elevation and its disposal away from Site	sq. ft.	4200		
2	Cleaning of surface from where granite is removed and doing plaster to make it even and smooth.	sq. ft.	4200		
3	Painting Three (03) Coats with Weather Proof Finish or Weather Shield Paint Deluxe ICI or equivalent make of approved Color Shade etc. by HBFC and including the cost of cleaning the surface, sand papering etc. complete	sq. ft.	32,000		
4	Re-Fixing of Aluminum Windows (Fixed / Sliding / Top Hung) Self Adhesive Rubber (EPDM) on External Windows complete sealing in all respects as per approved sample from HBFC	sq. ft.	5,469		
5	Refilling of Sealant (Non-Shrinkage Grout Sika or equivalent) between Windows & Masonry to fill the gaps upto 2" linear in length	R.ft	850		
6	Refilling with Non-Shrinkage grout (Sika or equivalent) between Parapet Wall & Roof Golla to fill the gaps upto 2"	R.ft	250		
7	Sealant Filling (Non-Shrinkage Grout i.e. Sika or equivalent) in the gap between Ramp & Retaining Wall is required	R.ft	350		
8	Cleaning and making proper levels using CC 1:4 mortar for the A/C water/Rain water drainage from the galleries where A/C outdoors are placed	Sft	350		
9	Stair Roof Parapet: Removal of Roof Water Proofing, repair of Plaster / Masonry Cracks and redoing of Water Proofing required as per approval by	sq. ft.	4,405		
10	Replacement of all Sewerage UPVC Cleanout Plug Points using Pak Arab / Adamjee or equivalent complete in all respect				
	a) 6 inch	Nos.	3		
	b) 4 inch	Nos.	10		
	c) 3 inch	Nos.	9		
11	UPVC Roof Drain Pipes conforming to ASTM D-1785 schedule 4 & fittings conforming to D-2466 Schedule 40 for Rain Water Pipe of diameter 04 inches to be extended away from Walls as this is damaging Basement Retaining Wall especially around Basement Windows	Rft	280		
12	Cleaning & Re-filling of Fire Mortar in all Electrical Pipe Openings at Sub-Station & Electrical Manhole.	Job	1		

13	Cleaning & Repairing of Electrical Manhole (Jacketing of Manhole 3/8" @ 8" c/c both ways with Padlo or any other Water Proofing Agent Top to Bottom) especially the Common Wall of Sub-station & Manhole adjacent to Sub-station Foundation including re-dressing of Electrical Cables in both Manhole & Sub-Station with Sikaflex or any other Waterproofing material	Job	1	
Grand Total <i>(Inclusive of all applicable taxes with tax Break up)</i>				

Grand Total in Words (Inclusive of all applicable taxes): _____

Grand Total in Words: Rupees: _____

Bid Security @02% of Grand Total: PKR _____

Note:

1. Above cited quantity is approximate and is subject to increase/decrease 15% +/-.
2. Mobilization of required resources, Transportation / Cartage and required labor along with tools and ancillary equipment / services will be the responsibility of the successful bidder in accordance with the time schedule prescribed by HBFC in the Work Order which will be awarded to the successful bidder.
3. Quoted rates / price should be inclusive of all applicable taxes either Federal & Provincial Govt. or local bodies and will be deducted from the invoice accordingly.
4. Bidder shall not claim or charge transportation, loading / unloading, labor or any other charges related to or in the name of logistics, accidents, insurance, freight, entertainment etc.
5. The quoted rates once offered by the bidder will not be changed during the contract period.
6. Bid Security equivalent to 02% of the Grand Total Amount quoted above, must be provided enclosed with the Financial Proposal.
7. Successful supplier shall submit the invoices / bills after completion of assignment showing tax break-up, accordingly.
8. Invoice / Bills must have valid NTN, Sales Tax Number and online Bank Account / IBAN No. clearly written.

Contact Form

(Must be filled in completely by the bidder)

Company / Bidder Name: M/s _____

Name of CEO / Managing Director / Manager Operations: _____
(As mentioned in the CNIC)

CNIC No. of CEO / MD / MO:

						-									-	
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(Please provide a clear copy of CNIC)

Head Office Address: _____

Official Email Address: _____

Contact Info. _____

Company Stamp and Authorized Signature