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## TENDER DOCUMENT

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FOR HIRING THE SERVICES OF  
**“CONTRACTORS/ CONSTRUCTION FIRM”**

FOR MISCELLANEOUS CIVIL WORKS  
@  
3<sup>rd</sup> Floor, Bock A, FTC Building, Karachi

## **BACKGROUND**

The Trade Development Authority of Pakistan (TDAP) intends to carry out miscellaneous construction/ civil works at the 3<sup>rd</sup> Floor, Block-A, FTC Building, Karachi. In this regard, TDAP requires the services of “**Contractors/ Construction Firm**” duly registered with Pakistan Engineering Council (PEC) and on Active Tax Payers Lists of Federal and Provincial governments to carry out the renovation work of lavatory facility available at the above mentioned premises.

## **SCOPE OF SERVICES**

The selected firm will be required to provide the following services:

- i.* To examine and assess the existing lavatory facility and suggest necessary modifications/ modified layout.
- ii.* To carry out the necessary **Civil Work** for the construction of the facility.
- iii.* Dismantle the existing floors of toilets and install proper drainage system.

The detailed scope of construction/civil work and supplies to be carried out is annexed here in this bidding document at **Annex-I**

## **EVALUATION PROCESS**

It is our intention to select the firm that presents the best combination of experience, capacity and competence to cater the needs of TDAP. TDAP will examine and review the documents submitted, call references and others who have worked with your firm. A site visit to the office to meet the firm’s staff and principals working on this matter may also be done. The bids will be evaluated as per following criteria.

### **EVALUATION CRITERIA**

<b>S.no</b>	<b>Parameters against which technical evaluation shall be done</b>	<b>Scoring brackets</b>	<b>Total points allocated</b>
<b>1</b>	<b><u>Profile</u></b>		<b><u>60</u></b>
1.1	<u>Years of Experience:</u>		<u>20</u>
	≤ 2 year	5	
	≥ 3 ≤ 6 years	10	
	≥ 7 ≤ 10 years	15	
	≥ 11 years	20	
1.2	<u>Profile of total projects executed by the firm</u>		<u>40</u>
	≥ 1 ≤ 3 projects of Office space construction	10	

	of more than 3500 Sq. ft area		
	≥ 4 ≤ 8 projects of Office space construction of more than 3500 Sq. ft area	20	
	≥ 9 ≤ 12 projects of Office space designing and construction supervision of more than 3500 Sq. ft area	30	
	≥ 13 projects of Office space designing and construction supervision of more than 3500 Sq. ft area	40	
<b>2</b>	<b><u>Permanent Staff Strength</u></b>		<b><u>30</u></b>
	≥ 3 ≤ 10 employees	10	
	≥ 11 ≤ 20 employees	20	
	≥ 21 and above employees	30	
<b>3</b>	<b><u>Financial Strength of the Firm</u></b>		<b><u>10</u></b>
	Bank statements showing cash flow between Rs. 5 Million and less than Rs. 10 million in the year 2017	5	
	Bank statements showing cash flow of more than Rs. 10 million in the year 2017	10	
		Total	<b>100</b>

(Passing marks / score = 50%)

### **Financial Bid**

The Financial bids can be submitted on the prescribed proforma attached enclosed with the tender document at **Annex-II**

### **Procedure of Competitive Bidding**

Single Stage - two envelope procedure, as per rule no. 36 (b) of Public Procurement Rules, 2004, will be followed as per following:

- I. The bid shall comprise a single package containing two separate envelopes. Each envelope shall contain separately the financial proposal and the technical proposal.
- II. The envelopes shall be marked as **“FINANCIAL PROPOSAL”** and **“TECHNICAL PROPOSAL”** in bold and legible letters to avoid confusion;

### **Submission and Opening of Bids**

Bidding Document duly filled and complete in all respect along with all the requisite document and information can be submitted on **March 18, 2019** on 11.00 am. The bids will be opened on the same date at 11.30 am on the address given in the tender notice as per Rule No. 28 (2) of PPRA 2004.

### **Bid Security**

All the Bidders are required to submit 2% bid amount of the actual bid in form of Pay Order/ Demand Draft/ Banker's Cheque and in favor of Trade Development Authority of Pakistan (TDAP), Karachi with the sealed proposal as per Rule No. 25, Public Procurement Rules, 2004. Bids without bid security will be rejected.

Details Scope of Miscellaneous Civil/Construction Work & Supplies

S#	Description	Unit	Qty
1	To examine and assess the existing lavatory facility and suggest necessary modifications/ modified layout	1 Job	Lump Sum
2	<b>Labor Work</b>		
2.1	<b>Civil Work:</b> Dismantle the unnecessary structure as approved under S#1 above and removal of debris etc out of FTC Premises at a designated junk place. Block Masonry which Includes cemented blocks, Cement, hill sand plaster and miscellaneous construction material and tile fixing and its charges	Sq. Ft.	3200
2.2	<b>Plumber Job:</b> Fitting of water line pipes, drainage pipes and fixing of bathroom sanitary items for six bathrooms / toilets, pantry lines, fixing of vanity water lines and drainage lines etc	1 Job	Lump Sum
2.3	<b>Electrical job:</b> Fitting of lights, Switches, wiring. Includes wires having length 300 meters and not less than 7/29 gauge, plastic pipes for concealed wiring etc	1 Job	Lump Sum
2.4	<b>Carpenter Job:</b> Fitting of doors, locks, wooden brackets, door hinges. All item included except wooden doors.	1 Job	Lump Sum
3	<b>Supplies and Installation</b>		
3.1	Matt Finish Tiles 8 X 12 Inch Made in Italy, Spain Or Equivalent as per approved design	Sq Met.	275
3.2	Plumbing Material PVC fittings various sizes (pipes, tee, socket, 5ail, CP nipple, Elbow, band reducers etc) for all six bathrooms	Nos.	Lump Sum
3.3	Toilet floor Pan / Commode Porta Model HD-43 Or Equivalent along with Flush tank Porta Model HD-2T Or Equivalent	Nos.	3
3.4	P/Fixing white European type W. C. Porta Model HD-12N Or equivalent (including backolite plastic seat lid C. P. brackets hinges and buffer, C I P or trap 3 gallon capacity ICL coupled flushed. Low level fitting 1.5" dia CI flush bend and pipe 3/4" dia G. I. etc. Complete as directed by the Engineer In charge.	Nos.	3
3.5	Bathroom Sanitary Fitting set MASTER or Equivalent which includes, Muslim Shower, TAP, Basin TAP, Bib Cocks, Pedestals with Basin Porta Model HD-11 Or Equivalent , looking mirror (executive type), Toilet Accessories includes roller holder, soap dispenser, tray,	Set	3

	towel hanging rod, hangers etc		
3.6	Vanity	Nos.	3
3.7	Marble Top with provision to fix three vanity	Sq. Ft	60
3.8	Toilet Tap	Nos.	3
3.9	Basin Tap	Nos.	4
3.10	Dish Washing Sink fixed in marble top	Nos.	1
3.11	Bib Cocks etc	Nos.	4
3.12	Doors 2.5 Ft wide with brackets	Nos.	7
3.13	Main entrance door of washrooms 3ft with brackets and fittings 3 ft X 6.5 ft	Nos.	1
3.14	Back side entrance door 2.5 Ft X 6.5 Ft.	Nos.	1
3.13	LED Lights 1 Ft X 1 Ft, 24 W, SWISS brand with installation	Nos.	15
3.14	Hand Dryer Electric Siemens OR Equivalent	Nos.	4
3.15	False Ceiling Fixing	Sq. Ft	600
3.16	Dry Bond for Tiles	Nos.	150
3.17	Wood Paint / Polish	Sq. Ft.	100
3.18	Looking Mirror with fixing	Sq. Ft	40
3.19	Grout Packets	Nos.	20
3.20	Wall mount Urinal with Water Tap and flush tap	Nos.	2
4.	Any other items required (please Specify)		
	Total		

(To be separately sealed along with Bid Security)

Annex-II

Financial Bid

S#	Description	unit	Qty	Rate	Amount
1	To examine and assess the existing lavatory facility and suggest necessary modifications/modified layout.	1 Job	Lump Sum		
2	<b>Labor Work</b>				
2.1	<b>Civil Work:</b> Dismantle the unnecessary structure as approved under S#1 above and removal of debris etc out of FTC Premises at a designated junk place. Block Masonry which Includes cemented blocks, Cement, hill sand plaster and miscellaneous construction material and tile fixing and its charges	Sq. Ft.	3200		
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2.3	<b>Electrical job:</b> Fitting of lights, Switches, wiring. Includes wires having length 300 meters and not less than 7/29 gauge, plastic pipes for concealed wiring etc	1 Job	Lump Sum		
2.4	<b>Carpenter Job:</b> Fitting of doors, locks, wooden brackets, door hinges. All item included except wooden doors.	1 Job	Lump Sum		
3	<b>Supplies and Installation</b>				
3.1	Matt Finish Tiles 8 X 12 Inch Made in Italy, Spain Or Equivalent as per approved design	Sq Met.	275		
3.2	Plumbing Material PVC fittings various sizes (pipes, tee, socket, 7ail, CP nipple, Elbow, band reducers	Nos.	Lump Sum		

	etc) for all six bathrooms				
3.3	Toilet floor Pan / Commode Porta Model HD-43 Or Equivalent along with Flush tank Porta Model HD-2T Or Equivalent	Nos.	3		
3.4	P/Fixing white European type W. C. Porta Model HD-12N Or equivalent (including backolite plastic seat lid C. P. brackets hinges and buffer, C I P or trap 3 gallon capacity ICL coupled flushed. Low level fitting 1.5" dia CI flush bend and pipe 3/4" dia G. I. etc. Complete as directed by the Engineer In charge.	Nos.	3		
3.5	Bathroom Sanitary Fitting set MASTER or Equivalent which includes, Muslim Shower, TAP, Basin TAP, Bib Cocks, Pedestals with Basin Porta Model HD-11 Or Equivalent , looking mirror (executive type), Toilet Accessories includes roller holder, soap dispenser, tray, towel hanging rod, hangers etc	Set	3		
3.6	Vanity	Nos.	3		
3.7	Marble Top with provision to fix three vanity	Sq. Ft	60		
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3.13	Main entrance door of washrooms 3ft with brackets and fittings 3 ft X 6.5 ft	Nos.	1		
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3.13	LED Lights 1 Ft X 1 Ft, 24 W, SWISS brand with installation	Nos.	15		
3.14	Hand Dryer Electric Siemens OR	Nos.	4		



	Equivalent				
3.15	False Ceiling Fixing	Sq. Ft	600		
3.16	Dry Bond for Tiles	Nos.	150		
3.17	Wood Paint / Polish	Sq. Ft.	100		
3.18	Looking Mirror with fixing	Sq. Ft	40		
3.19	Grout Packets	Nos.	20		
3.20	Wall mount Urinal with water tap & flush tap	Nos.	2		
3.21	Exhaust Fans	Nos.	3		
4.	Any other items required (please Specify)				
	Total				

The bidders can attach any additional list of works and quote the rates if not covered under this Financial Bid.

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