# LETTER OF OFFER

Name of Works: Destructive and Non Destructive Testing for Academic Blocks at Hazara University, Mansehra, KP

To:

**Project Manager,**

Completion of Leftover Works on Academic Blocks at Hazara University, Mansehra

Disaster Management and Reconstruction (DM&R) Division,

National Engineering Services Pakistan (Pvt.) Limited

NESPAK House, 3rd Floor, Sector G-5/2, Islamabad

Tel: 051-2826083, 2826108 Fax: 051-2820144

Gentlemen,

1. Having examined the Scope of Work, Terms & Conditions for carrying out of the above-named Works, for the execution of above named Works, we, the undersigned, under the name of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_and address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ and being duly incorporated under the laws of Pakistan hereby offer to carry out and complete such Works in conformity with the said Documents for the Total Price of Pak Rs.\_\_\_\_\_\_\_\_\_\_\_ (Pak Rupees) or such other sum as may be ascertained in accordance with the said Documents.
2. We undertake, if our offer is accepted, to commence the Works and to deliver and complete the Works comprised in the Contract within the time(s) stated in these documents/Terms of Reference.
3. We agree to abide by this Offer for the period of thirty (30) days from the date fixed for opening the same and it shall remain binding upon us and may be accepted at any time before the expiration of that period.
4. Unless and until a formal Agreement is prepared and executed, this Offer, together with your written acceptance thereof, shall constitute a binding contract between us.
5. We understand that you are not bound to accept the lowest or any Offer you may receive.
6. We do hereby declare that the Offer is made without any collusion, comparison of figures or arrangement with any other person or persons making on Offer for the Works.
7. We are also submitting our company profile, relevant experience, details of equipment owned / to be hired by us for the assignment. We also understand that our submitted documents in this regard will be considered during the bid evaluation process.

Dated this day of October, 2016.

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ in the capacity of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ duly authorized to sign Offer for and on behalf of

(Name of Offerer in Block Capitals)

(Seal)

Address:

Witness:

(Signature)

Name:

Address: **FORM OF CONTRACT AGREEMENT (Sample)**

This CONTRACT AGREEMENT (hereinafter called the "Agreement") made on the

day of\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 2016 between (hereinafter called the

"Employer") of the one part and (hereinafter called the "Contractor ") of the other part.

WHEREAS the Employer is desirous that certain Works, viz ­\_\_should be executed by the Contractor and has accepted an Offer by the Contractor for the execution and completion of such Works and the remedying of any defects therein.

NOW this Agreement witnesseth as follows:

* + - * 1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract hereinafter referred to.
        2. The following documents after incorporating addenda, if any shall be deemed to form and be read and construed as part of this Agreement, viz:

1. The Letter of Acceptance;
2. The Offer Submission Form; The Letter of Offer;
3. The Priced Bill of Quantities;
4. Terms of Reference (TOR)
   * + - 1. In consideration of the payments to be made by the Employer to the Contractor as hereinafter mentioned, the Contractor hereby covenants with the Employer to execute and complete the Works and remedy defects therein in conformity and in all respects within the provisions of the Contract.
         2. The Employer hereby covenants to pay the Contractor , in consideration of the execution and completion of the Works as per provisions of the Contract, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

IN WITNESS WHEREOF the parties hereto have caused this Contract Agreement to be executed on the day, month and year first before written in accordance with their respective laws.

Signature of the Contractor Signature of the Employer

(Seal) (Seal)

Signed, Sealed and Delivered in the presence of:

Witness: Witness:

(Name, Title and Address) (Name, Title and Address)

**SCOPE OF WORK**

NESPAK has been entrusted the task by Hazara University for “Completion of Leftover Works on 8X Academic Blocks at Hazara University”. As the name of project indicates it’s a leftover work requiring structural evaluation of existing structures. Key requirements for structural evaluation are compressive strength of concrete, analysis of corrosion in concrete, quality of concrete, its cross section area, tensile strength and amount of reinforcement provided. These parameters required for structural evaluation of existing structures can be ascertain by performing destructive / nondestructive testing.

A team of NESPAK’s engineers has already carried out condition survey of buildings and have identified the location, type and number of tests required. These are as under;

|  |  |  |
| --- | --- | --- |
| **Sr. No.** | **Test Description** | **Specification / Test Method** |
| 1 | Detection and measurement of Reinforcement using Rebar Locator (One point is equivalent to one Sq. M of area or one Running Meter for beams and columns) | BS-1881-204 |
| 2 | Analysis of Corrosion in Concrete. (One point is equivalent to one Sq. M of area or one Running Meter for beams and columns) | ASTM C876 |
| 3 | Extraction of Cores (1” & 3” dia.) and Testing | ASTM C42 |
| 4 | Determination of Quality of Existing Concrete by Using Ultrasonic Pulse Velocity. (One point is equivalent to one Sq. M of area or one Running Meter for beams and columns) | ASTM C597 |

Type of test and its location will be identified by NESPAK’s supervisor. The firm hired for testing will be required to provide the results (i.e. concrete compressive strength, analysis of corrosion of concrete, quality of concrete, reinforcement area, steel tensile strength etc. as the case may be) along with report. Rate required to be quoted in the following bill of quantities;

**Bill of Quantities**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sr. No.** | **Test Description** | **Unit** | **Qty** | **Rate (Rs.)** | **Amount (Rs.)** |
| 1 | Detection and measurement of Reinforcement using Rebar Locator (One point is equivalent to one Sq. M of area) | Per point | 20 |  |  |
| 2 | Detection and measurement of Reinforcement using Rebar Locator (One point is equivalent one Running Meter for beams and columns) | Per point | 35 |  |  |
| 3 | Analysis of Corrosion in Concrete. (One point is equivalent to one Sq. M of area) | Per point | 4 |  |  |
| 4 | Analysis of Corrosion in Concrete. (One point is equivalent to one Running Meter for beams and columns) | Per point | 8 |  |  |
| 5 | Extraction of Micro Cores (1” dia.) and Testing | Per point | 40 |  |  |
| 6 | Extraction of Cores (3” dia.) and Testing |  | 30 |  |  |
| 7 | Determination of Quality of Existing Concrete by Using Ultrasonic Pulse Velocity. (One point is equivalent to one Sq. M of area) | Per point | 30 |  |  |
| 8 | Determination of Quality of Existing Concrete by Using Ultrasonic Pulse Velocity. (One point is equivalent to one Running Meter for beams and columns) | Per point | 40 |  |  |
| 9 | Preparation of detailed report based on NDT/DT supported by block wise test results and photo log identifying location of test. | No. | 1 |  |  |
| **Total** | | | | |  |

The rates quoted above shall be inclusive of all the costs including mobilization, demobilization, testing, boarding, lodging etc., complete in all respects.

The quantities given in the Bill of Quantities are estimated and provisional, and are given to provide a common basis for bidding. The basis of payment will be the actual number of tests carried out and verified by the NESPAK’s Engineer and valued at the rates and prices entered in the priced Bill of Quantities.

All duties, taxes and other levies payable by the Contractor shall be included in the rates and prices. Any item against which no rate or price is entered will not be paid for by the Employer when executed and shall be deemed covered by the rates and prices for other items in the Schedule of Prices.

The firm shall also submit company profile, relevant experience, details of equipment owned / to be hired by them. The documents submitted in this regard will be considered during the bid evaluation process.

**TERMS & CONDITIONS**

1. The Employer means: National Engineering Services Pakistan (Pvt.) Limited including his successors and assignees.
2. The Contractor means: Person(s) Firm or Company whose Quotation has been accepted by the Employer and includes Contractor’s personal representative, successor and permitted assignees.
3. Bid Submission Bids stating the name and details of bidder, contact details along withcopy of CNIC & NTN of the bidder in a sealed envelope marked as “Bid for Destructive and Non Destructive Testing for Academic Block at Hazara University, Mansehra, KP” must reach at the office of Project Manager, NEPAK House DM&RD Division, 3rd Floor, Sector G-5/2, Islamabad lastly till October 19, 2016 up to 1500 hrs. The Bids shall be opened on the same day and venue at 1530 hrs, in the presence of the bidder’s representatives who may like to attend.
4. Bid Security Bids must be accompanied by earnest money in the form of bank Demand Draft or Pay Order amounting to Rs. 20,000/- in Favor of National Engineering Services Pakistan (PVT) Limited (NESPAK). Bid Security of all bidders shall be released upon the issuance of Letter of Acceptance to the successful bidder.
5. Bid Validity Thirty (30) days from the date of opening of Bids.
6. Contract Agreement To be executed within 3 days of receipt of letter of Acceptance by the Contractor
7. Commencement Date: within three (03) days from date of issuance of Letter of Acceptance.
8. Time for Completion: Fifteen (15) days inclusive of compilation and preparation of detailed Final Report from the Commencement Date.
9. Programme:

Time for Submission: Within three (03) days of the Letter of Acceptance.

Form of Programme: Bar chart.

1. Documents forming the Contract listed in the order of priority:
2. Contract Agreement
3. Letter of Acceptance
4. Terms & Condition
5. Bills of Quantities
6. Terms of Payment:

Hundred percent (100%) Payment of Contract Price shall be made within two weeks after submission of Final Report duly verified by the Employer subject to deduction of applicable taxes.

1. Value of the Work: As per detail given in the Schedule of Prices.
2. Currency of Payment: Pak Rupees.
3. NESPAK reserves the right to reject / accept any or all bids thereto, in accordance with PPRA rules.