



དཔལ་ལྷན་འབྲུག་གཞུང་།
ཐིམ་ཕུ་རྫོང་ཁག་བདག་སྐྱོང་།
ROYAL GOVERNMENT OF BHUTAN
THIMPHU DZONGKHAG ADMINISTRATION
"Reaching the unreachable"

TDA/DES/17/2017-2018 6003

19/04/2018

To

Sub: - Notice Inviting Limited Tender/Bidding

The Dzongkhag Administration, Thimphu, invites Limited Tender/Bidding for the following work.

#	Name of work	Bid Security	Category	Contract Period	Sale of tender	Opening and submission of tender
	Maintenance of office for DT Chairman, Thimphu	Nu.4800.00	Small (W1)	1 month	19/04/2018	Submission on 30/04/2018 at 10.30am sharp Opening at 2pm on the same day

1. The Tender Documents can be downloaded from the website www.thimphu.gov.bt.
2. Bid Security should be enclosed in the form of Cash Warrant/ Demand Draft/ Bank Guarantee in favor of Chairman, Dzongkhag Tender Committee, Thimphu.
3. Interested Bidders should visit the site to familiarize the site condition prior to filling the bids. For further information, please contact Dzongkhag Engineer Sector at phone no 17776655 or 17129790.
4. Bidding documents should be submitted to Dzongkhag Engineering Sector

Yours sincerely

Chairman
Dzongkhag Tender Committee

Copy to:

1. Account Officer for settlement of bill.
2. DE for necessary action
3. Concern site engineer



STANDARD BIDDING DOCUMENT



Name of work: Maintenance of office for DT Chiarman, THIMPHU

Contract period: 45 DAYS

Name of Firm:



དཔལ་ལྷན་འབྲུག་གཞུང་།
ཐིམ་ཕུ་རྫོང་ཁག་བདག་སྐྱོང་།

ROYAL GOVERNMENT OF BHUTAN
THIMPHU DZONGKHAG ADMINISTRATION

“Reaching the unreached”

Preface

This Standard Bidding Document for the Procurement of small works up to Nu. 4 million has been prepared by the Public Procurement Policy Division (PPPD) Ministry of Finance to be used for the Procurement of small works through National Competitive Bidding (NCB) in projects that are financed in whole or in part by the Royal Government of Bhutan (RGoB). It should be used in conjunction with the Procurement Rules and Regulations.

Those wishing to submit comments or questions on this Bidding Document or to obtain additional information on procurement under RGoB-financed projects may contact:

Public Procurement Policy Division (PPPD)
Ministry of Finance
Royal Government of Bhutan
pppd@mof.gov.bt



Section 2 - Bidding Data Sheet

Instructions for completing the Bidding Data Sheet are provided, as needed, in the notes in italics mentioned for the relevant ITB Clauses

ITB Clause	Amendment of, and Supplements to, Clauses in the Instructions to Bidders
-------------------	---

A. General

ITB 1.1	The Employer is Dasho Dzongdag, Dzongkhag Administration, Thimphu
	The Name and Identification of the Contract is/are Maintenance of toilet at Thimphu Dzongkhag The Works are maintenance work
ITB 3.2	Open Tendering method All Bidders regardless of whether enlisted or not enlisted with the Dzongkhag may submit Bids provided they otherwise qualify.
ITB 3.3	The evaluation shall be based on the lowest price of the responsive bidder and the work will awarded to the lowest responsive bidder.

B. Bidding Documents

ITB 7.1	For <u>clarification of Tenders purposes</u> only, the Employer's address is: Attention: Tshewang Samdrup Address: Site Engineer, DES, Dzongkhag Adm, Thimphu Telephone: 17776655 Facsimile number: 02-3257306 Electronic mail address: NA
----------------	--

C. Preparation of Bids

ITB 15.1	The Bid validity period shall be [nil] days.
ITB 15.2	A Bid Security in the amount of nil will be required, in the form



དཔལ་ལྷན་འབྲུག་གཞུང་།
 ཐིམ་ཕུ་རྫོང་ཁག་བདག་སྐྱོང་།
ROYAL GOVERNMENT OF BHUTAN
THIMPHU DZONGKHAG ADMINISTRATION
“Reaching the unreachable”

ITB 16.1	A simple bar chart is not required
ITB 19.1	<p>In addition to the original, [1(one) copies/only copies of following document shall be submitted.</p> <ul style="list-style-type: none"> a. Bidding data sheet b. Form of Bid c. Special condition of contract d. BoQ e. Bid security
D. Submission and Opening of Bids	
ITB 17.2	<p>The inner and outer envelopes shall bear the following additional identification marks: <i>Must be as per section I(ITB), Chapter II, Clause-21</i></p>
ITB 17.2	<p>For <u>Bid submission purposes</u> only, the Employer’s address is: Attention: Dasho Dzongdag. Address: Dzongkhag Administration, Thimphu The deadline for the submission of Tenders is: 28/3/2018 before 10:00 Am</p>
ITB 21.1	<p>The Bid opening shall take place on the same day as the closing day of the bid submission at: DT hall Date: 28/3/2018; Time:10:30 AM</p>
F. Award of Contract	
ITB 34.2	The amount of Performance Security shall be 10% percent of the Contract Price.
NA	ALL THE RULES, REGULATION AND ANY OTHER WORK RELATED HAD TO FOLLOW THE EXISTING RULE OF STANDARD BIDDING DOCUMENT OF THE WORK UP TO 4M.



དཔལ་ལྷན་འབྲུག་གཞུང་།
ཐིམ་ཕུ་རྫོང་ཁག་བདག་སྐྱོང་།
ROYAL GOVERNMENT OF BHUTAN
THIMPHU DZONGKHAG ADMINISTRATION
“Reaching the unreached”

Standard Form: Form of bid

Notes on Form of Bid:

The Bidder shall fill in and submit this bid form with the Bid. If Bidders do not fill in the Contract Price and does not sign this Bid form, the bids will be rejected..

_____ [date]

To _____

Address _____

We offer to execute the contract for construction of “_____” in accordance with the Conditions of Contract accompanying this Bid for the Contract Price of

_____ [amount in figures] (

_____) [amount in words]

_____ [name of currency].

The contract shall be paid in Ngultrums (Nu.)

This Bid and your written acceptance of it shall constitute a binding Contract between us. We understand that you are not bound to accept the lowest or any Bid you receive.

We hereby confirm that this Bid complies with the Bid validity and Bid Security required by the bidding documents and specified in the Bidding Data.

Authorized Signature: _____

(Affix Legal Stamp)

Name and Title of Signatory: _____

Name of Bidder: _____

Address: _____



Section 6. Special Conditions of Contract

Instructions for completing the Special Conditions of Contract are provided, as needed, in the notes in italics mentioned for the relevant GCC Clauses.3

Clause Ref	Amendments of, and Supplements to, Clauses in the General Conditions of Contract
GCC 1.1(d)	The Contractor is.....
GCC 1.1(i)	The Employer is Dasho Dzongdag, Dzongkhag Administration, Thimphu.
GCC 1.1(j)	The Engineer is Mr. Tshewang samdrup, Assistant Engineer
GCC 1.1(k)	The Intended Completion Date for the whole of the Works shall be 31/5/2018.
GCC 1.1(l)	The Site is located at Thimphu Dzongkhag
GCC 1.1(m)	The Works are Maintenance of toilet at Thimphu Dzongkhag
GCC 2.2(i)	The additional documents forming part of this Contract are: <i>No additional documents</i>
GCC 4.1	The Language governing the Contract shall be English
GCC 5.1	The Engineer shall obtain specific approval of the Employer before taking any of the following actions:
GCC 7.1	<p>The addresses for Communications shall be:</p> <p><u>For the Employer:</u></p> <p>Dasho Dzongdag, Dzongkhag Administration, Thimphu</p> <p><u>For the Contractor:</u></p>
GCC 9.1	The Key Personnel of the Contractor are: <i>NA</i>
GCC 15.1	For insurance purposes the type of cover required shall be: The contractor shall be responsible for the insurance
GCC 16.1	Possession of the site shall be within [20] days from the date of signing of the Contract.
GCC 17.1	Commencement of work shall be within [15] days from the date of handing over possession of the Site.
GCC 18.1	Completion of works shall be within [60] days from the date of commencing the works on the site.



དཔལ་ལྷན་འབྲུག་གཞུང་།
ཐིམ་ཕུ་རྫོང་ཁག་བདག་སྐྱོང་།

ROYAL GOVERNMENT OF BHUTAN
THIMPHU DZONGKHAG ADMINISTRATION

“Reaching the unreachable”

GCC 19.1 & 19.2	The Contractor shall submit the first work plan [30] days after signing the Contract, and shall update the work plan every [12] weeks during the period of the Contract.
GCC 22.1	The rates for non-scheduled items of works shall be determined by the Engineer.
GCC 25.2	An advance payment of 10 % of the Contract Price will be made to the Contractor within (14) days of Contract signing date.
GCC 26.1	The Retention shall be 10 % of the final Contract Price.
GCC 27.1	<p>The liquidated damages for the whole of the Works are 0.01 % of the final Contract Price per day.</p> <p>The maximum amount of liquidated damages for the whole of the Works is 10% of the final Contract Price.</p>
GCC 31.1	The Defects Liability Period shall be 6 months.
GCC 35.1	The percentage to apply to the value of the work not completed, representing the Employer’s additional cost for completing the Works, is 20% of the value of work not completed up to a maximum of 10% of the initial contract price



དཔལ་ལྷན་འབྲུག་གཞུང་།
ཐིམ་ཕུ་རྫོང་ཁག་བདག་སྐྱོང་།

ROYAL GOVERNMENT OF BHUTAN
THIMPHU DZONGKHAG ADMINISTRATION

“Reaching the unreached”

Name of work: Maintenance of DT Chairman Office

Location: Dzongkhag Administration Office

BSR 2017

BOQ

Sl.#	BSR code#	Descriptions	Qty.	Unit	Rate	Amount
1	WW0132	Providing & fixing Plywood lining with necessary nails etc. including beading complete (excluding cost of frame) : 6mm, commercial; For ceiling				
			178.51	sq.m		
			0.68	sq.m		
3	PT0047	Synthetic enamel, for steel & wood work, two coats on new				
		Qty. Same as plywood qty.	178.51	sq.m		
4	WW0546	Providing & fixing M.S. sliding door bolt, bright finished,	1.00	each		
5		Providing and laying of Woolen Carpet on floor	590.08	sq.ft		
6	PT0111	Providing, preparing and applying Sumdang washable painting;	18.05	sq.m		
7	WW0003	Providing & fixing in position dressed wood work in frames of	1.09	cu.m		
8	DD0065	Dismantling cement A.C, celotex, hardboard ceiling,partition, including stacking useful materials & disposal rubbish within 50m	178.51	sq.m		
		Qty. Same as plywood qty.				
9		Electrical Works Lumsum	1.00	Lumpsum		

Total