

**ROYAL GOVERNMENT OF BHUTAN  
MINISTRY OF WORKS AND HUMAN SETTLEMENT  
PHUENTSHOLING THROMDE**

**SASEC TRANSPORT, TRADE FACILITATION AND  
LOGISTICS PROJECT NO – 47284-BHU  
GRANT NO: G0492-BHU  
FUNDED BY ASIAN DEVELOPMENT BANK**

**PROCUREMENT OF TRANSCEIVER RADIO  
COMMUNICATION SYSTEM**

**STANDARD BIDDING DOCUMENT  
BID NO: PT/TTFLP-TRCS/2020-2021/006b**

**Procurement of Goods**

**Single-Stage: Two-Envelope  
Bidding Procedure**



# **BIDDING DOCUMENT**

## **Procurement of Goods**

**Single-Stage: Two-Envelope  
Bidding Procedure**

**Issued on : 01 October 2020**

**Invitation for Bids No.: PT/ADB-SASEC/TTFLP/2020-2021/14/00838**

**NCB No. : PT/TTFLP-TRCS/2020-2021/006b**

**Purchaser : Phuentsholing Thromde**

**Country : Bhutan**



# Preface

This Bidding Document for Procurement of Goods has been prepared by Phuentsholing Thromde and is based on the Standard Bidding Document for the Procurement of Goods issued by the Asian Development Bank, dated December 2016 and Ministry of Finance, Royal Government of Bhutan, dated July 2015.

This document reflects the structure and the provisions of the Master Procurement Document for the Procurement of Goods, except where specific considerations within the Asian Development Bank have required a change.

These documents should be used in conjunction with the Procurement Guidelines 2015 issued by Asian Development Bank and Procurement Rules and Regulations 2009 issued by Ministry of Finance, Royal Government of Bhutan.



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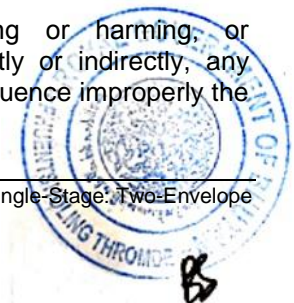


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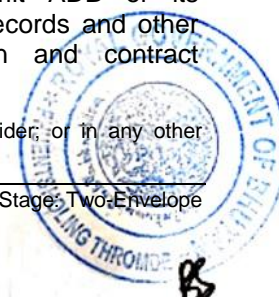
## A. General

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|--------------------------------|--|
| <b>1. Scope of Bid</b>         | <p>1.1 In connection with the Invitation for Bids (IFB) indicated in the Bid Data Sheet (BDS), the Purchaser, as indicated in the BDS, issues this Bidding Document for the supply of Goods and Related Services incidental thereto as specified in Section 6 (Schedule of Supply). The name, identification, and number of lots of the international competitive bidding (ICB) are provided in the BDS.</p> <p>1.2 Throughout this Bidding Document,</p> <ul style="list-style-type: none"> <li>(a) the term “in writing” means communicated in written form and delivered against receipt;</li> <li>(b) except where the context requires otherwise, words indicating the singular also include the plural and words indicating the plural also include the singular; and</li> <li>(c) “day” means calendar day.</li> </ul>  |
| <b>2. Source of Funds</b>      | <p>2.1 The Borrower or Recipient (hereinafter called “Borrower”) indicated in the BDS has applied for or received financing (hereinafter called “funds”) from the Asian Development Bank (hereinafter called “ADB”) toward the cost of the project named in the BDS. The Borrower intends to apply a portion of the funds to eligible payments under the contract(s) for which this Bidding Document is issued.</p> <p>2.2 Payments by ADB will be made only at the request of the Borrower and upon approval by ADB in accordance with the terms and conditions of the Financing Agreement between the Borrower and ADB (hereinafter called the Financing Agreement), and will be subject in all respects to the terms and conditions of that Financing Agreement. No party other than the Borrower shall derive any rights from the Financing Agreement or have any claim to the funds.</p>  |
| <b>3. Fraud and Corruption</b> | <p>3.1 ADB’s Anticorruption Policy requires Borrowers (including beneficiaries of ADB-financed activity), as well as Bidders, Suppliers, and Contractors under ADB-financed contracts, observe the highest standard of ethics during the procurement and execution of such contracts. In pursuance of this policy, ADB</p> <ul style="list-style-type: none"> <li>(a) defines, for the purposes of this provision, the terms set forth below as follows: <ul style="list-style-type: none"> <li>(i) “corrupt practice” means the offering, giving, receiving, or soliciting, directly or indirectly, anything of value to influence improperly the actions of another party;</li> <li>(ii) “fraudulent practice” means any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation;</li> <li>(iii) “coercive practice” means impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence improperly the actions of a party;</li> </ul> </li> </ul> |



- (iv) "collusive practice" means an arrangement between two or more parties designed to achieve an improper purpose, including influencing improperly the actions of another party;
  - (v) "obstructive practice" means (a) deliberately destroying, falsifying, altering, or concealing of evidence material to an ADB investigation; (b) making false statements to investigators in order to materially impede an ADB investigation; (c) failing to comply with requests to provide information, documents, or records in connection with an Office of Anticorruption and Integrity (OAI) investigation; (d) threatening, harassing, or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation; or (e) materially impeding ADB's contractual rights of audit or access to information; and
  - (vi) "integrity violation" is any act which violates ADB's Anticorruption Policy, including (i) to (v) above and the following: abuse, conflict of interest, violations of ADB sanctions, retaliation against whistleblowers or witnesses, and other violations of ADB's Anticorruption Policy, including failure to adhere to the highest ethical standard.
- (b) will reject a proposal for award if it determines that the Bidder recommended for award has, directly or through an agent, engaged in corrupt, fraudulent, collusive, coercive, or obstructive practices or other integrity violations in competing for the Contract;
  - (c) will cancel the portion of the financing allocated to a contract if it determines at any time that representatives of the borrower or of a beneficiary of ADB-financing engaged in corrupt, fraudulent, collusive, coercive, or obstructive practices or other integrity violations during the procurement or the execution of that contract, without the borrower having taken timely and appropriate action satisfactory to ADB to remedy the situation;
  - (d) will impose remedial actions on a firm or an individual, at any time, in accordance with ADB's Anticorruption Policy and Integrity Principles and Guidelines (both as amended from time to time), including declaring ineligible, either indefinitely or for a stated period of time, to participate<sup>1</sup> in ADB-financed, -administered, or -supported activities or to benefit from an ADB-financed, -administered, or -supported contract, financially or otherwise, if it at any time determines that the firm or individual has, directly or through an agent, engaged in corrupt, fraudulent, collusive, coercive, or obstructive practices or other integrity violations; and
  - (e) will have the right to require that a provision be included in bidding documents and in contracts financed by ADB, requiring Bidders, suppliers and contractors to permit ADB or its representative to inspect their accounts and records and other documents relating to the bid submission and contract

<sup>1</sup> Whether as a Contractor, Subcontractor, Consultant, Manufacturer or Supplier, or Service Provider; or in any other capacity (different names are used depending on the particular Bidding Document).



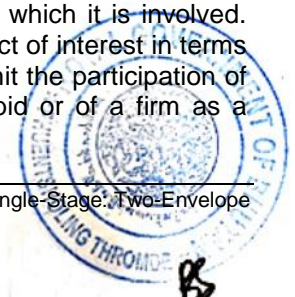


performance and to have them audited by auditors appointed by ADB.

- 3.2 Furthermore, Bidders shall be aware of the provision stated in Subclause 3.2 and Subclause 35.1 (c) of the General Conditions of Contract.

**4. Eligible Bidders**

- 4.1 A Bidder may be a natural person, private entity, or government-owned enterprise subject to ITB 4.5-or any combination of them with a formal intent to enter into an agreement or under an existing agreement in the form of a joint venture. In the case of a joint venture,
- (a) all parties to the Joint Venture shall be jointly and severally liable; and
  - (b) the Joint Venture shall nominate a representative who shall have the authority to conduct all businesses for and on behalf of any and all the parties of the Joint Venture during the bidding process and, in the event the Joint Venture is awarded the Contract, during contract execution.
- 4.2 A Bidder, and all parties constituting the Bidder, shall have the nationality of an eligible country, in accordance with Section 5 (Eligible Countries). A Bidder shall be deemed to have the nationality of a country if the Bidder is a citizen or is constituted, incorporated, or registered, and operates in conformity with the provisions of the laws of that country. This criterion shall also apply to the determination of the nationality of proposed subcontractors or suppliers for any part of the Contract, including related services.
- 4.3 A Bidder shall not have a conflict of interest. All Bidders found to have a conflict of interest shall be disqualified. A Bidder may be considered to be in a conflict of interest with one or more parties in this bidding process if any of, including but not limited to, the following apply:
- (a) they have controlling shareholders in common; or
  - (b) they receive or have received any direct or indirect subsidy from any of them; or
  - (c) they have the same legal representative for purposes of this Bid; or
  - (d) they have a relationship with each other, directly or through common third parties, that puts them in a position to have access to material information about or improperly influence the Bid of another Bidder, or influence the decisions of the Purchaser regarding this bidding process; or
  - (e) a Bidder participates in more than one bid in this bidding process, either individually or as a partner in a joint venture, except for alternative offers permitted under ITB 13. This will result in the disqualification of all Bids in which it is involved. However, subject to any finding of a conflict of interest in terms of ITB 4.3 (a)–(d) above, this does not limit the participation of a Bidder as a subcontractor in another bid or of a firm as a subcontractor in more than one Bid; or



- (f) a Bidder or any affiliated entity, participated as a consultant in the preparation of the design or technical specifications of the goods and services that are the subject of the Bid; or
- (g) a Bidder was affiliated with a firm or entity that has been hired (or is proposed to be hired) by the Purchaser or Borrower as Project Manager for the contract.

- 4.4 A firm shall not be eligible to participate in any procurement activities under an ADB-financed, -administered, or -supported project while under temporary suspension or debarment by ADB pursuant to its Anticorruption Policy (see ITB 3), whether such debarment was directly imposed by ADB, or enforced by ADB pursuant to the Agreement for Mutual Enforcement of Debarment Decisions. A bid from a temporary suspended or debarred firm will be rejected.
- 4.5 Government-owned enterprises in the Purchaser's country shall be eligible only if they can establish that they (i) are legally and financially autonomous, (ii) operate under commercial law, and (iii) are not a dependent agency of the Purchaser.
- 4.6 Bidders shall provide such evidence of their continued eligibility satisfactory to the Purchaser, as the Purchaser shall reasonably request.
- 4.7 Firms shall be excluded if by an act of compliance with a decision of the United Nations Security Council taken under Chapter VII of the Charter of the United Nations, the Borrower's country prohibits any import of goods or contracting of works or services from that country or any payments to persons or entities in that country.

**5. Eligible Goods and Related Services**

- 5.1 All Goods and Related Services to be supplied under the Contract and financed by ADB, shall have their country of origin in eligible source countries as defined in ITB 4.2, and all expenditures under the Contract will be limited to such Goods and Related Services.
- 5.2 For purposes of this clause, the term "goods" includes commodities, raw material, machinery, equipment, and industrial plants; and "related services" includes services such as insurance, transportation, installation, commissioning, training, and initial maintenance.
- 5.3 The term "country of origin" means the country where the goods have been mined, grown, cultivated, produced, manufactured, or processed; or through manufacture, processing, or assembly, another commercially recognized article results that differs substantially in its basic characteristics from its imported components.
- 5.4 The nationality of the firm that produces, assembles, distributes, or sells the goods shall not determine their origin.



## B. Contents of Bidding Document

- 6. Sections of the Bidding Document**
- 6.1 The Bidding Document consists of Parts I, II, and III, which include all the sections indicated below, and should be read in conjunction with any addenda issued in accordance with ITB 8.
- PART I Bidding Procedures**
- Section 1 Instructions to Bidders (ITB)
  - Section 2 Bid Data Sheet (BDS)
  - Section 3 Evaluation and Qualification Criteria (EQC)
  - Section 4 Bidding Forms (BDF)
  - Section 5 Eligible Countries (ELC)
- PART II Supply Requirements**
- Section 6 Schedule of Supply (SS)
- PART III Conditions of Contract and Contract Forms**
- Section 7 General Conditions of Contract (GCC)
  - Section 8 Special Conditions of Contract (SCC)
  - Section 9 Contract Forms (COF)
- 6.2 The IFB issued by the Purchaser is not part of the Bidding Document.
- 6.3 The Purchaser is not responsible for the completeness of the Bidding Document and its addenda, if they were not obtained directly from the source stated by the Purchaser in the IFB.
- 6.4 The Bidder is expected to examine all instructions, forms, terms, and specifications in the Bidding Document. Failure to furnish all information or documentation required by the Bidding Document, may result in the rejection of the Bid.
- 7. Clarification of Bidding Document**
- 7.1 A prospective Bidder requiring any clarification on the Bidding Document shall contact the Purchaser in writing at the Purchaser's address indicated in the BDS. The Purchaser will respond in writing to any request for clarification, provided that such request is received no later than 21 days prior to the deadline for submission of Bids. The Purchaser shall forward copies of its response to all Bidders who have acquired the Bidding Document in accordance with ITB 6.3, including a description of the inquiry but without identifying its source. Should the Purchaser deem it necessary to amend the Bidding Document as a result of a clarification, it shall do so following the procedure under ITB 8 and ITB 24.2.
- 8. Amendment of Bidding Document**
- 8.1 At any time prior to the deadline for submission of the Bids, the Purchaser may amend the Bidding Document by issuing addenda.
- 8.2 Any addendum issued shall be part of the Bidding Document and shall be communicated in writing to all who have obtained the Bidding Document directly from the Purchaser in accordance with ITB 6.3.



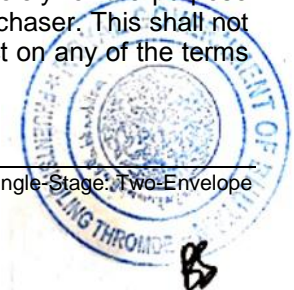
- 8.3 To give prospective Bidders reasonable time in which to take an addendum into account in preparing their Bids, the Purchaser may, at its discretion, extend the deadline for the submission of the Bids, pursuant to ITB 24.2

## C. Preparation of Bids

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| <b>9. Cost of Bidding</b>               | 9.1  | The Bidder shall bear all costs associated with the preparation and submission of its Bid, and the Purchaser shall in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.   |
| <b>10. Language of Bid</b>              | 10.1 | The Bid, as well as all correspondence and documents relating to the Bid exchanged by the Bidder and the Purchaser, shall be written in the language specified in the BDS. Supporting documents and printed literature that are part of the Bid may be in another language provided they are accompanied by an accurate translation of the relevant passages in the language specified in the BDS, in which case, for purposes of interpretation of the Bid, such translation shall govern.  |
| <b>11. Documents Comprising the Bid</b> | 11.1 | The Bid shall comprise two envelopes submitted simultaneously, one containing the Technical Bid and the other the Price Bid, both envelopes enclosed together in an outer single envelope.   |
|   | 11.2 | <p>The Technical Bid submitted by the Bidder shall comprise the following:</p> <ul style="list-style-type: none"> <li>(a) Technical Bid Submission Sheet;</li> <li>(b) Bid Security or Bid-Securing Declaration, in accordance with ITB 21;</li> <li>(c) alternative Technical Bid, if permissible, in accordance with ITB 13;</li> <li>(d) written confirmation authorizing the signatory of the Bid to commit the Bidder, in accordance with ITB 22;</li> <li>(e) documentary evidence in accordance with ITB 16, establishing the Bidder's eligibility to bid;</li> <li>(f) documentary evidence in accordance with ITB 17, that the Goods and Related Services to be supplied by the Bidder are of eligible origin;</li> <li>(g) documentary evidence in accordance with ITB 18 and ITB 32, that the Goods and Related Services conform to the Bidding Document;</li> <li>(h) documentary evidence in accordance with ITB 19, establishing the Bidder's qualifications to perform the contract if its Bid is accepted; and</li> <li>(i) any other document required in the BDS.</li> </ul> |



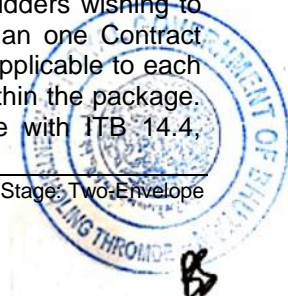
- 11.3 The Price Bid submitted by the Bidder shall comprise the following:
- (a) Price Bid Submission Sheet and the applicable Price Schedules, in accordance with ITB 12, ITB 14, and ITB 15;
  - (b) alternative Price Bid corresponding to the alternative Technical Bid, if permissible, in accordance with ITB 13; and
  - (c) any other document required in the BDS.
- 12. Bid Submission Sheets and Price Schedules**
- 12.1 The Bidder shall submit the Technical Bid Submission Sheet and the Price Bid Submission Sheet using the form furnished in Section 4 (Bidding Forms). These forms must be completed without any alterations to their format, and no substitutes shall be accepted. All blank spaces shall be filled in with the information requested.
- 12.2 The Bidder shall submit, as part of the Price Bid, the Price Schedules for Goods and Related Services, according to their origin as appropriate, using the forms furnished in Section 4 (Bidding Forms) and as required in the BDS.
- 13. Alternative Bids**
- 13.1 Unless otherwise indicated in the BDS, alternative Bids shall not be considered.
- 14. Bid Prices and Discounts**
- 14.1 The prices and discounts quoted by the Bidder in the Price Bid Submission Sheet and in the Price Schedules shall conform to the requirements specified below.
- 14.2 All items in the Schedule of Supply must be listed and priced separately in the Price Schedules. If a Price Schedule shows items listed but not priced, their prices shall be assumed to be included in the prices of other items. Items not listed in the Price Schedule shall be assumed not to be included in the Bid, and provided that the Bid is substantially responsive, the corresponding adjustment shall be applied in accordance with ITB 33.3.
- 14.3 The price to be quoted in the Price Bid Submission Sheet shall be the total price of the Bid excluding any discounts offered. Absence of the total bid price in the Price Bid Submission Sheet may result in the rejection of the Bid.
- 14.4 The Bidder shall quote discounts and the methodology for their application in the Price Bid Submission Sheet.
- 14.5 The terms EXW, CIF, CIP, and other similar terms shall be governed by the rules prescribed in the current edition of Incoterms, published by the International Chamber of Commerce, at the date of the Invitation for Bids or as specified in the BDS.
- 14.6 Prices proposed in the Price Schedule Forms for Goods and Related Services, shall be disaggregated, when appropriate, as indicated in this sub-clause. This disaggregation shall be solely for the purpose of facilitating the comparison of Bids by the Purchaser. This shall not in any way limit the Purchaser's right to contract on any of the terms offered



- (a) for Goods offered from within the Purchaser's country:
  - (i) the price of the goods quoted EXW (ex works, ex factory, ex warehouse, ex showroom, or off-the-shelf, as applicable), including all customs duties and sales and other taxes already paid or payable on the components and raw material used in the manufacture or assembly of goods quoted ex works or ex factory, or on the previously imported goods of foreign origin quoted ex warehouse, ex showroom, or off-the-shelf;
  - (ii) sales tax and all other taxes applicable in the Purchaser's country and payable on the Goods if the Contract is awarded to the Bidder; and
  - (iii) the total price for the item.
- (b) for Goods offered from outside the Purchaser's country:
  - (i) the price of the goods quoted CIF (named port of destination), or CIP (border point), or CIP (named place of destination), in the Purchaser's country, as specified in the BDS;
  - (ii) the price of the goods quoted FOB port of shipment (or FCA, as the case may be), if specified in the BDS; and
  - (iii) the total price for the item.
- (c) for Related Services whenever such are specified in the Schedule of Supply:
  - (i) the local currency cost component of each item comprising the Related Services; and
  - (ii) the foreign currency cost component of each item comprising the Related Services, inclusive of all customs duties, sales and other similar taxes applicable in the Purchaser's country, payable on the Related Services, if the Contract is awarded to the Bidder.

14.7 Prices quoted by the Bidder shall be fixed during the Bidder's performance of the Contract and not subject to variation on any account, unless otherwise specified in the BDS. A Bid submitted with an adjustable price quotation shall be treated as nonresponsive and shall be rejected, pursuant to ITB 32. However, if in accordance with the BDS, prices quoted by the Bidder shall be subject to adjustment during the performance of the Contract, but a Bid submitted with no indexes identified in the Tables of Adjustment Data, price adjustment shall be treated as zero for the purpose of price adjustment during the performance of the contract.

14.8 If so indicated in ITB 1.1, Bids are being invited for individual contracts (lots) or for any combination of contracts (packages). Unless otherwise indicated in the BDS, prices quoted shall correspond to 100% of the items specified for each lot and to 100% of the quantities specified for each item of a lot. Bidders wishing to offer any price discount for the award of more than one Contract shall specify in their Price Bids the price discount applicable to each package, or alternatively, to individual Contracts within the package. Price discounts shall be submitted in accordance with ITB 14.4,





provided the Price Bids for all lots are submitted and opened at the same time.

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| <b>15. Currencies of Bid</b>   | 15.1 | <p>Bid prices shall be quoted in the following currencies:</p> <ul style="list-style-type: none"> <li>(a) Bidders may express their bid price in any fully convertible currency. If a Bidder wishes to be paid in a combination of amounts in different currencies, it may quote its price accordingly but shall use no more than three currencies in addition to the currency of the Purchaser's country.</li> <li>(b) If some of the expenditures for the Related Services are to be incurred in the borrowing country, such expenditures should be expressed in the Bid and will be payable in the Purchaser's currency.</li> </ul> |
| <b>16. Documents Establishing the Eligibility of the Bidder</b>  | 16.1 | <p>To establish their eligibility in accordance with ITB 4, Bidders shall</p> <ul style="list-style-type: none"> <li>(a) complete the eligibility declarations in the Bid Submission Sheet, included in Section 4 (Bidding Forms); and</li> <li>(b) if the Bidder is an existing or intended Joint Venture in accordance with ITB 4.1, submit a copy of the Joint Venture Agreement, or a letter of intent to enter into such an Agreement. The respective document shall be signed by all legally authorized signatories of all the parties to the existing or intended Joint Venture, as appropriate.</li> </ul>                     |
| <b>17. Documents Establishing the Eligibility of Goods and Related Services</b>                            | 17.1 | <p>To establish the eligibility of the Goods and Related Services, in accordance with ITB 5, Bidders shall complete the country of origin declarations in the Price Schedule Forms included in Section 4 (Bidding Forms).</p>  |
| <b>18. Documents Establishing the Conformity of the Goods and Related Services to the Bidding Document</b> | 18.1 | <p>To establish the conformity of the Goods and Related Services to the Bidding Document, the Bidder shall furnish as part of its Technical Bid documentary evidence that the Goods and Related Services conform to the requirements specified in Section 6 (Schedule of Supply).</p>  |
|  | 18.2 | <p>The documentary evidence may be in the form of literature, drawings or data, and shall consist of a detailed item-by-item description of the essential technical and performance characteristics of the Goods and Related Services, demonstrating substantial responsiveness of the Goods and Related Services to those requirements, and if applicable, a statement of deviations and exceptions to the provisions of Section 6 (Schedule of Supply).</p>  |
|  | 18.3 | <p>Standards for workmanship, process, material, and equipment, as well as references to brand names or catalogue numbers specified by the Purchaser in Section 6 (Schedule of Supply), are intended to be descriptive only and not restrictive. The Bidder may offer other standards of quality, brand names, and/or catalogue numbers,</p>   |



provided that it demonstrates, to the Purchaser's satisfaction, that the substitutions ensure substantial equivalence or are superior to those specified in Section 6 (Schedule of Supply).

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| <b>19. Documents Establishing the Qualifications of the Bidder</b> | <p>19.1 To establish its qualifications to perform the Contract, the Bidder shall submit as part of its Technical Proposal the evidence indicated for each qualification criteria specified in Section 3 (Evaluation and Qualification Criteria).</p> <p>19.2 If so required in the BDS, a Bidder that does not manufacture or produce the Goods it offers to supply shall submit the Manufacturer's Authorization using the form included in Section 4 (Bidding Forms) to demonstrate that it has been duly authorized by the manufacturer or producer of the Goods to supply these Goods in the Purchaser's country.</p> <p>19.3 If so required in the BDS, a Bidder that does not conduct business within the Purchaser's country shall submit evidence that it will be represented by an agent in the country equipped and able to carry out the Supplier's maintenance, repair, and spare parts-stocking obligations prescribed in the Conditions of Contract and/or Technical Specifications.</p> |
| <b>20. Period of Validity of Bids</b>                              | <p>20.1 Bids shall remain valid for the period specified in the BDS after the bid submission deadline date prescribed by the Purchaser. A Bid valid for a shorter period shall be rejected by the Purchaser as nonresponsive.</p> <p>20.2 In exceptional circumstances, prior to the expiration of the bid validity period, the Purchaser may request Bidders to extend the period of validity of their Bids. The request and the responses shall be made in writing. If a Bid Security is requested in accordance with ITB 21, it shall also be extended 28 days beyond the deadline of the extended bid validity period. A Bidder may refuse the request without forfeiting its Bid Security. A Bidder granting the request shall not be required or permitted to modify its Bid.</p>   |
| <b>21. Bid Security/ Bid-Securing Declaration</b>                  | <p>21.1 Unless otherwise specified in the BDS, the Bidder shall furnish as part of its Bid, in original form, either a Bid-Securing Declaration or a bid security as specified in the BDS. In the case of a bid security, the amount and currency shall be as specified in the BDS.</p> <p>21.2 If a Bid-Securing Declaration is required pursuant to ITB 21.1, it shall use the form included in Section 4 (Bidding Forms). The Purchaser will declare a Bidder ineligible to be awarded a Contract for a specified period of time, as indicated in the BDS, if a Bid-Securing Declaration is executed.</p> <p>21.3 If a bid security is specified pursuant to ITB 21.1, the bid security shall be, at the Bidder's option, in any of the following forms:</p> <ul style="list-style-type: none"> <li>(a) an unconditional bank guarantee,</li> <li>(b) an irrevocable letter of credit, or</li> </ul>   |





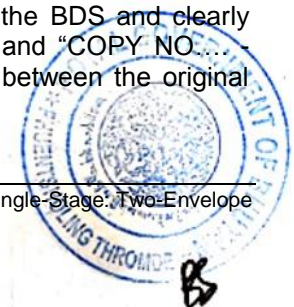
- (c) a cashier's or certified check,

all from a reputable source from an eligible country as described in Section 5 (Eligible Countries). In the case of a bank guarantee, the bid security shall be submitted either using the Bid Security Form included in Section 4 (Bidding Forms), or another form acceptable to the Purchaser. The form must include the complete name of the Bidder. The bid security shall be valid for 28 days beyond the original validity period of the bid, or beyond any period of extension if requested under ITB 20.2.

- 21.4 Unless otherwise specified in the BDS, any bid not accompanied by a substantially compliant bid security or Bid-Securing Declaration, if one is required in accordance with ITB 21.1, shall be rejected by the Purchaser as nonresponsive.
- 21.5 If a bid security is specified pursuant to ITB 21.1, the bid security of unsuccessful Bidders shall be returned as promptly as possible upon the successful Bidder's furnishing of the performance security pursuant to ITB 46.
- 21.6 If a bid security is specified pursuant to ITB 21.1, the bid security of the successful Bidder shall be returned as promptly as possible once the successful Bidder has signed the Contract Agreement and furnished the required performance security.
- 21.7 The bid security may be forfeited or the Bid-Securing Declaration executed,
- (a) if a Bidder withdraws its bid during the period of bid validity as specified by the Bidder on the Technical Bid Submission Sheet, except as provided in ITB 20.2; or
  - (b) if the successful Bidder fails to
    - (i) sign the Contract Agreement in accordance with ITB 45;
    - (ii) furnish a performance security in accordance with ITB 46; or
    - (iii) accept the arithmetical corrections of its bid in accordance with ITB 36.
- 21.8 The bid security or the Bid-Securing Declaration of a Joint Venture shall be in the name of the Joint Venture that submits the bid. If the Joint Venture has not been legally constituted at the time of bidding, the bid security or the Bid-Securing Declaration shall be in the names of all future partners as named in the letter of intent mentioned in ITB 4.1.

## 22. Format and Signing of Bid

- 22.1 The Bidder shall prepare one original set of the Technical Bid and one original set of the Price Bid as described in ITB 11 and clearly mark each "ORIGINAL - TECHNICAL BID" and "ORIGINAL - PRICE BID". In addition, the Bidder shall submit copies of the Technical Bid and the Price Bid, in the number specified in the BDS and clearly mark them "COPY NO... - TECHNICAL BID" and "COPY NO... - PRICE BID". In the event of any discrepancy between the original and the copies, the original shall prevail.

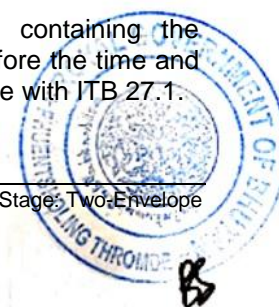


- 22.2 The original and all copies of the Bid shall be typed or written in indelible ink and shall be signed by a person duly authorized to sign on behalf of the Bidder. This authorization shall consist of a written confirmation as specified in the BDS and shall be attached to the Bid. The name and position held by each person signing the authorization must be typed or printed below the signature. All pages of the Bid, except for unamended printed literature, shall be signed or initialled by the person signing the Bid. If a Bidder submits a deficient authorization, the Bid shall not be rejected in the first instance. The Purchaser shall request the Bidder to submit an acceptable authorization within the number of days as specified in the BDS. Failure to provide an acceptable authorization within the prescribed period of receiving such a request shall cause the rejection of the Bid.
- 22.3 Any amendments such as interlineations, erasures, or overwriting shall be valid only if they are signed or initialled by the person signing the bid.

## **D. Submission and Opening of Bids**

### **23. Sealing and Marking of Bids**

- 23.1 Bidders may submit their bids by mail or by hand. When so specified in the BDS, Bidders shall have the option of submitting their bids electronically. Procedures for submission, sealing and marking are as follows:
- (a) Bidders submitting Bids by mail or by hand shall enclose the original of the Technical Bid, the original of the Price Bid, and each copy of the Technical Bid and each copy of the Price Bid, including alternative Bids, if permitted in accordance with ITB 13, in separate sealed envelopes, duly marking the envelopes as "ORIGINAL - TECHNICAL BID", "ORIGINAL - PRICE BID" and "COPY NO... - TECHNICAL BID" and "COPY NO.... - PRICE BID", as appropriate. These envelopes containing the original and the copies shall then be enclosed in one single envelope. The rest of the procedure shall be in accordance with ITB 23.2 to ITB 23.6.
  - (b) Bidders submitting Bids electronically shall follow the electronic bid submission procedures specified in the BDS.
- 23.2 The inner and outer envelopes shall
- (a) bear the name and address of the Bidder;
  - (b) be addressed to the Purchaser in accordance with ITB 24.1; and
  - (c) bear the specific identification of this bidding process indicated in the BDS.
- 23.3 The outer envelopes and the inner envelopes containing the Technical Bids shall bear a warning not to open before the time and date for the opening of Technical Bids, in accordance with ITB 27.1.



- 23.4 The inner envelopes containing the Price Bids shall bear a warning not to open until advised by the Purchaser in accordance with ITB 27.2.
- 23.5 If all envelopes are not sealed and marked as required, the Purchaser will assume no responsibility for the misplacement or premature opening of the Bid.
- 23.6 Alternative Bids, if permissible in accordance with ITB 13, shall be prepared, sealed, marked, and delivered in accordance with the provisions of ITB 22 and ITB 23, with the inner envelopes marked in addition "ALTERNATIVE NO...." as appropriate
- 24. Deadline for Submission of Bids**
- 24.1 Bids must be received by the Purchaser at the address and no later than the date and time indicated in the BDS.
- 24.2 The Purchaser may, at its discretion, extend the deadline for the submission of Bids by amending the Bidding Document in accordance with ITB 8, in which case all rights and obligations of the Purchaser and Bidders previously subject to the deadline shall thereafter be subject to the deadline as extended.
- 25. Late Bids**
- 25.1 The Purchaser shall not consider any Bid that arrives after the deadline for submission of Bids, in accordance with ITB 24. Any Bid received by the Purchaser after the deadline for submission of Bids shall be declared late, rejected, and returned unopened to the Bidder.
- 26. Withdrawal, Substitution, and Modification of Bids**
- 26.1 A Bidder may withdraw, substitute, or modify its Bid after it has been submitted by sending a written notice, duly signed by an authorized representative, and shall include a copy of the authorization in accordance with ITB 22.2 (except that withdrawal notices do not require copies). The corresponding substitution or modification of the bid must accompany the respective written notice. All notices must be
- (a) prepared and submitted in accordance with ITB 22 and ITB 23 (except that withdrawal notices do not require copies), and in addition, the respective inner and outer envelopes shall be clearly marked "WITHDRAWAL," "SUBSTITUTION," "MODIFICATION;" and
- (b) received by the Purchaser prior to the deadline prescribed for submission of bids, in accordance with ITB 24.
- 26.2 Bids requested to be withdrawn in accordance with ITB 26.1 shall be returned unopened to the Bidders.
- 26.3 No Bid may be withdrawn, substituted, or modified in the interval between the deadline for submission of bids and the expiration of the period of bid validity specified by the Bidder on the Technical Bid Submission Sheet or any extension thereof.



**27. Bid Opening**

- 27.1 The Purchaser shall open the Technical Bids in public at the address, on the date, and time specified in the BDS in the presence of Bidder's designated representatives and anyone who choose to attend. Any specific electronic bid opening procedures required if electronic bidding is permitted in accordance with ITB 23.1, shall be as specified in the BDS.
- 27.2 The Price Bids will remain unopened and will be held in custody of the Purchaser until the time of opening of the Price Bids. The date, time, and location of the opening of Price Bids will be advised in writing by the Purchaser. If the Technical Bid and the Price Bid are submitted together in one envelope, the Purchaser may reject the Bid. Alternatively, the Price Bid may be immediately resealed for later evaluation.
- 27.3 First, envelopes marked "WITHDRAWAL" shall be opened, read out, and recorded, and the envelope containing the corresponding bid shall not be opened, but returned to the Bidder. No bid withdrawal shall be permitted unless the corresponding withdrawal notice contains a valid authorization to request the withdrawal and is read out and recorded at bid opening.
- 27.4 Next, outer envelopes marked "SUBSTITUTION" shall be opened. The inner envelopes containing the Substitution Technical Bid and/or Substitution Price Bid shall be exchanged for the corresponding envelopes being substituted, which are to be returned to the Bidder unopened. Only the Substitution Technical Bid, if any, shall be opened, read out, and recorded. Substitution Price Bid will remain unopened in accordance with ITB 27.2. No envelope shall be substituted unless the corresponding substitution notice contains a valid authorization to request the substitution and is read out and recorded at bid opening.
- 27.5 Next, outer envelopes marked "MODIFICATION" shall be opened. No Technical Bid and/or Price Bid shall be modified unless the corresponding modification notice contains a valid authorization to request the modification and is read out and recorded at the opening of Technical Bids. Only the Technical Bids, both Original as well as Modification, are to be opened, read out, and recorded at the opening. Price Bids, both Original as well as Modification, will remain unopened in accordance with ITB 27.2.
- 27.6 All other envelopes holding the Technical Bids shall be opened one at a time, and the following read out and recorded
- (a) the name of the Bidder;
  - (b) whether there is a modification or substitution;
  - (c) the presence of a bid security or a Bid-Securing Declaration, if required; and
  - (d) any other details as the Purchaser may consider appropriate.

Only Technical Bids and alternative Technical Bids read out and recorded at bid opening shall be considered for evaluation. Unless otherwise specified in the BDS, all pages of the Technical Bid

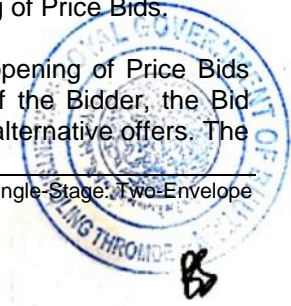


Submission Sheet are to be initialed by at least three representatives of the Purchaser attending the bid opening. No Bid shall be rejected at the opening of Technical Bids except for late bids, in accordance with ITB 25.1.

- 27.7 The Purchaser shall prepare a record of the opening of Technical Bids that shall include, as a minimum: the name of the Bidder and whether there is a withdrawal, substitution, modification, or alternative offer; and the presence or absence of a bid security or a Bid-Securing Declaration, if one was required. The Bidders' representatives who are present shall be requested to sign the record. The omission of a Bidder's signature on the record shall not invalidate the contents and effect of the record. A copy of the record shall be distributed to all Bidders.
- 27.8 At the end of the evaluation of the Technical Bids, the Purchaser will invite bidders who have submitted substantially responsive Technical Bids and who have been determined as being qualified for award to attend the opening of the Price Bids. The date, time, and location of the opening of Price Bids will be advised in writing by the Purchaser. Bidders shall be given reasonable notice of the opening of Price Bids.
- 27.9 The Purchaser will notify Bidders in writing who have been rejected on the grounds of being substantially nonresponsive to the requirements of the Bidding Document and return their Price Bids unopened.
- 27.10 The Purchaser shall conduct the opening of Price Bids of all Bidders who submitted substantially responsive Technical Bids, in the presence of Bidders' representatives who choose to attend at the address, on the date, and time specified by the Purchaser. The Bidder's representatives who are present shall be requested to sign a register evidencing their attendance.
- 27.11 All envelopes containing Price Bids shall be opened one at a time and the following read out and recorded
- (a) the name of the Bidder;
  - (b) whether there is a modification or substitution;
  - (c) the Bid Prices, including any discounts and alternative offers; and
  - (d) any other details as the Purchaser may consider appropriate.

Only Price Bids, discounts, and alternative offers read out and recorded during the opening of Price Bids shall be considered for evaluation. Unless otherwise specified in the BDS, all pages of the Price Bid Submission Sheet and Price Schedules are to be initialed by at least three representatives of the Purchaser attending bid the opening. No Bid shall be rejected at the opening of Price Bids.

- 27.12 The Purchaser shall prepare a record of the opening of Price Bids that shall include, as a minimum: the name of the Bidder, the Bid Price (per lot if applicable), any discounts, and alternative offers. The



Bidders' representatives who are present shall be requested to sign the record. The omission of a Bidder's signature on the record shall not invalidate the contents and effect of the record. A copy of the record shall be distributed to all Bidders who submitted bids on time, and posted online when electronic bidding is permitted.

## **E. Evaluation and Comparison of Bids**

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| <b>28. Confidentiality</b>                         | <p>28.1 Information relating to the examination, evaluation, comparison, and qualification of Bids, and recommendation of contract award, shall not be disclosed to Bidders or any other persons not officially concerned with such process until information on the Contract award is communicated to all Bidders.</p> <p>28.2 Any attempt by a Bidder to influence the Purchaser in the examination, evaluation, comparison, and postqualification of the Bids or Contract award decisions may result in the rejection of its Bid.</p> <p>28.3 Notwithstanding ITB 28.2, from the time of opening the Technical Bids to the time of Contract award, if any Bidder wishes to contact the Purchaser on any matter related to the bidding process, it should do so in writing.</p>  |
| <b>29. Clarification of Bids</b>                   | <p>29.1 To assist in the examination, evaluation, comparison and post-qualification of the Bids, the Purchaser may, at its discretion, ask any Bidder for a clarification of its Bid. Any clarification submitted by a Bidder with regard to its Bid and that is not in response to a request by the Purchaser shall not be considered. The Purchaser's request for clarification and the response shall be in writing. No change in the prices or substance of the Bid shall be sought, offered, or permitted, except to confirm the correction of arithmetic errors discovered by the Purchaser in the evaluation of the Price Bids, in accordance with ITB 36.</p> <p>29.2 If a Bidder does not provide clarifications on its Bid by the date and time set in the Purchaser's request for clarification, its bid may be rejected.</p> |
| <b>30. Deviations, Reservations, and Omissions</b> | <p>30.1 During the evaluation of Bids, the following definitions apply:</p> <ul style="list-style-type: none"> <li>(a) "Deviation" is a departure from the requirements specified in the Bidding Document;</li> <li>(b) "Reservation" is the setting of limiting conditions or withholding from complete acceptance of the requirements specified in the Bidding Document; and</li> <li>(c) "Omission" is the failure to submit part or all of the information or documentation required in the Bidding Document.</li> </ul>   |
| <b>31. Examination of Technical Bids</b>           | <p>31.1 The Purchaser shall examine the Technical Bid to confirm that all documents and technical documentation requested in ITB 11.2 have been provided, and to determine the completeness of each document submitted.</p>  |

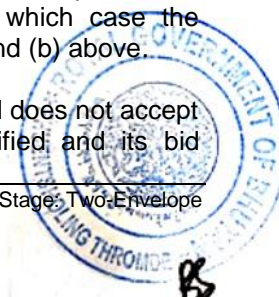




- 31.2 The Purchaser shall confirm that the following documents and information have been provided in the Technical Bid. If any of these documents or information is missing, the offer shall be rejected:
- (a) Technical Bid Submission Sheet in accordance with ITB 12.1;
  - (b) written confirmation of authorization to commit the Bidder;
  - (c) bid security or Bid-Securing Declaration, if applicable; and
  - (d) Manufacturer's Authorization, if applicable.
- 32. Responsiveness of Technical Bid**
- 32.1 The Purchaser's determination of a Technical Bid's responsiveness is to be based on the contents of the Technical Bid itself, as defined in ITB 11.
- 32.2 A substantially responsive Technical Bid is one that meets the requirements of the Bidding Document without material deviation, reservation, or omission. A material deviation, reservation, or omission is one that,
- (a) If accepted, would
    - (i) affect in any substantial way the scope, quality, or performance of the Goods and Related Services specified in Section 6 (Schedule of Supply); or
    - (ii) limits in any substantial way, inconsistent with the Bidding Document, the Purchaser's rights or the Bidder's obligations under the Contract; or
  - (b) if rectified, would unfairly affect the competitive position of other Bidders presenting substantially responsive Technical Bids.
- 32.3 The Purchaser shall examine the technical aspects of the Bid in particular, to confirm that all requirements of Section 6 (Schedule of Supply) have been met without any material deviation, reservation, or omission.
- 32.4 If a Technical Bid is not substantially responsive to the Bidding Document, it shall be rejected by the Purchaser and may not subsequently be made responsive by the Bidder by correction of the material deviation, reservation, or omission.
- 33. Nonmaterial Nonconformities**
- 33.1 Provided that a Technical Bid is substantially responsive, the Purchaser may waive nonconformities in the Bid that does not constitute a material deviation, reservation, or omission.
- 33.2 Provided that a Technical Bid is substantially responsive, the Purchaser may request that the Bidder submit the necessary information or documentation, within a reasonable period of time, to rectify nonmaterial nonconformities or omissions in the Technical Bid related to documentation requirements. Requesting information or documentation on such nonconformities shall not be related to any aspect of the Price Bid of the Bid. Failure of the Bidder to comply with the request may result in the rejection of its Bid.



- 33.3 Provided that a Technical Bid is substantially responsive, the Purchaser shall rectify quantifiable nonmaterial nonconformities or omissions. To this effect, the Bid Price shall be adjusted during evaluation of Price Bids, for comparison purposes only, to reflect the price of the missing or non-conforming item or component. The adjustment shall be made using the method indicated in Section 3 (Evaluation and Qualification Criteria).
- 34. Qualification of the Bidder**
- 34.1 The Purchaser shall determine to its satisfaction during the evaluation of Technical Bids whether Bidders meets the qualifying criteria specified in Section 3 (Evaluation and Qualification Criteria).
- 34.2 The determination shall be based upon an examination of the documentary evidence of the Bidder's qualifications submitted by the Bidder, pursuant to ITB 19.
- 34.3 An affirmative determination shall be a prerequisite for the opening and evaluation of a Bidder's Price Bid. A negative determination shall result into the disqualification of the Bid, in which event the Purchaser shall return the unopened Price Bid to the Bidder.
- 35. Examination of Price Bids**
- 35.1 Following the opening of Price Bids, the Purchaser shall examine the Price Bids to confirm that all documents and financial documentation requested in ITB 11.3 have been provided, and to determine the completeness of each document submitted.
- 35.2 The Purchaser shall confirm that the following documents and information have been provided in the Price Bid. If any of these documents or information is missing, the offer shall be rejected:
- (a) Price Bid Submission Sheet in accordance with ITB 12.1; and
  - (b) Price Schedules, in accordance with ITB 12, ITB 14, and ITB 15.
- 36. Correction of Arithmetical Errors**
- 36.1 During the evaluation of Price Bids, the Purchaser shall correct arithmetical errors on the following basis:
- (a) If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected, unless in the opinion of the Purchaser there is an obvious misplacement of the decimal point in the unit price, in which case the total price as quoted shall govern and the unit price shall be corrected.
  - (b) If there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected.
  - (c) If there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail subject to (a) and (b) above.
- 36.2 If the Bidder that submitted the lowest evaluated Bid does not accept the correction of errors, its Bid shall be disqualified and its bid





security may be forfeited, or its Bid-Securing Declaration executed.

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| <b>37. Conversion to Single Currency</b> | 37.1 | For evaluation and comparison of Price Bids, the Purchaser shall convert all bid prices expressed in the amounts in various currencies into a single currency, using the selling exchange rates established by the source and on the date specified in the BDS.   |
| <b>38. Margin of Preference</b>          | 38.1 | Unless otherwise specified in the BDS, a margin of preference shall not apply.  |
| <b>39. Evaluation of Price Bids</b>      | 39.1 | The Purchaser shall use the criteria and methodologies indicated in this clause. No other criteria or methodology shall be permitted.   |
|  | 39.2 | <p>To evaluate a Price Bid, the Purchaser shall consider the following:</p> <ul style="list-style-type: none"> <li>(a) the bid price as quoted in accordance with ITB 14;</li> <li>(b) price adjustment for correction of arithmetic errors in accordance with ITB 36.1;</li> <li>(c) price adjustment due to discounts offered in accordance with ITB 14.4;</li> <li>(d) price adjustment due to application of the evaluation criteria specified in Section 3 (Evaluation and Qualification Criteria). These criteria may include factors related to the characteristics, performance, and terms and conditions of purchase of the Goods and Related Services which shall be expressed to the extent practicable in monetary terms to facilitate comparison of bids unless otherwise specified in Section 3; and</li> <li>(e) converting the amount resulting from applying (a) to (c) above, if relevant, to a single currency in accordance with ITB 37.</li> </ul> |
|  | 39.3 | <p>The Purchaser's evaluation of a bid will exclude and not take into account,</p> <ul style="list-style-type: none"> <li>(a) in the case of Goods offered from within the Purchaser's country, all sales tax and all other taxes, applicable in the Purchaser's country and payable on the Goods if the Contract is awarded to the Bidder;</li> <li>(b) in the case of Goods offered from outside the Purchaser's country, all customs duties, sales tax, and other taxes, applicable in the Purchaser's country and payable on the Goods if the Contract is awarded to the Bidder; and</li> <li>(c) any allowance for price adjustment during the period of performance of the Contract, if provided in the Bid.</li> </ul>   |
|  | 39.4 | If the Bidding Document allows Bidders to quote separate prices for different lots (contracts), and the award to a single Bidder of multiple lots (contracts), the methodology to determine the lowest evaluated price of the lot (contract) combinations, including any discounts offered in the Price Bid Submission Sheet, is as specified in Section 3 (Evaluation and Qualification Criteria).   |



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| <b>40. Comparison of Bids</b>   | 40.1 | The Purchaser shall compare all substantially responsive Bids to determine the lowest evaluated bid, in accordance with ITB 39.   |
| <b>41. Purchaser's Right to Accept Any Bid, and to Reject Any or All Bids</b> | 41.1 | The Purchaser reserves the right to accept or reject any Bid, and to annul the bidding process and reject all Bids at any time prior to Contract award, without thereby incurring any liability to the Bidders. In case of annulment, all Bids submitted and specifically, bid securities, shall be promptly returned to the Bidders. |

## F. Award of Contract

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| <b>42. Award Criteria</b>  | 42.1 | The Purchaser shall award the Contract to the Bidder whose offer has been determined to be the lowest evaluated Bid and is substantially responsive to the Bidding Document, provided further that the Bidder has remained qualified to perform the Contract satisfactorily.  |
|  | 42.2 | A Bid shall be rejected if the qualification criteria as specified in Section 3 (Evaluation and Qualification Criteria) are no longer met by the Bidder whose offer has been determined to be the lowest evaluated Bid. In this event the Purchaser shall proceed to the next lowest evaluated Bid to make a similar reassessment of that Bidder's capabilities to perform satisfactorily.  |
| <b>43. Purchaser's Right to Vary Quantities at Time of Award</b> | 43.1 | At the time the Contract is awarded, the Purchaser reserves the right to increase or decrease the quantity of Goods and Related Services originally specified in Section 6 (Schedule of Supply), provided this does not exceed the percentages indicated in the BDS, and without any change in the unit prices or other terms and conditions of the Bid and the Bidding Document.   |
| <b>44. Notification of Award</b>                                 | 44.1 | Prior to the expiration of the period of bid validity, the Purchaser shall notify the successful Bidder, in writing, that its Bid has been accepted.  |
|  | 44.2 | At the same time, the Purchaser shall also notify all other Bidders of the results of the bidding. The Purchaser will publish in an English language newspaper or well-known freely accessible website the results identifying the Bid and lot numbers and the following information: (i) name of each Bidder who submitted a Bid; (ii) bid prices as read out at bid opening; (iii) name and evaluated prices of each Bid that was evaluated; (iv) name of Bidders whose Bids were rejected and the reasons for their rejection; and (v) name of the winning Bidder, and the price it offered, as well as the duration and summary scope of the contract awarded. After publication of the award, unsuccessful Bidders may request in writing to the Purchaser for a debriefing seeking explanations on the grounds on which their Bids were not selected. The Purchaser shall promptly respond in writing to any unsuccessful Bidder who, after publication of contract award, requests a debriefing. |
|  | 44.3 | Until a formal Contract is prepared and executed, the notification of award shall constitute a binding Contract.  |

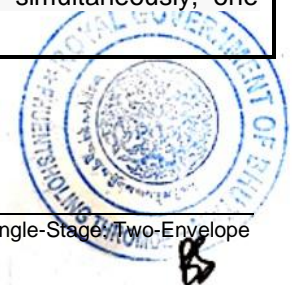


- 45. Signing of Contract**
- 45.1 Promptly after notification, the Purchaser shall send to the successful Bidder the Agreement.
- 45.2 Within 28 days of receipt of the Agreement, the successful Bidder shall sign, date, and return it to the Purchaser.
- 46. Performance Security**
- 46.1 Within 28 days of the receipt of notification of award from the Purchaser, the successful Bidder shall furnish the Performance Security in accordance with the GCC, using for that purpose the Performance Security Form included in Section 9 (Contract Forms), or another form acceptable to the Purchaser.
- 46.2 Failure of the successful Bidder to submit the above-mentioned Performance Security or sign the Contract Agreement shall constitute sufficient grounds for the annulment of the award and forfeiture of the bid security or execution of the Bid-Securing Declaration. In that event, the Purchaser may award the Contract to the next lowest evaluated Bidder whose offer is substantially responsive and is determined by the Purchaser to be qualified to perform the Contract satisfactorily.

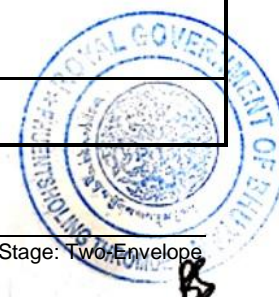


## Section 2 - Bid Data Sheet

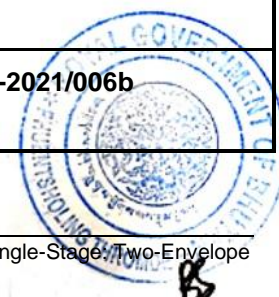
A. General	
ITB 1.1	The number of the Invitation for Bids (IFB) is: <b>PT/ADB-SASEC/TTFLP/2020-2021/14/00838</b>
ITB 1.1	The Purchaser is: Phuentsholing Thromde
ITB 1.1	The name of the National Competitive Bidding (NCB) is: SASEC Transport, Trade Facilitation and Logistics Project – Procurement of 1 (One Set) of Transceiver Radio Communication System for Land Customs Station (LCS) at Phuentsholing, Bhutan. The identification number of the NCB is: <b>PT/TTFLP-TRCS/2020-2021/006b</b>
ITB 2.1	The name of the Project is: Procurement of transceiver Radio Communication System for land Customs Station (LCS) at Ahlay, Pasakha, , Bhutan
ITB 2.1	The Borrower is: Royal Government of Bhutan
ITB 4.1	The Bidder shall be one of the following: - (a) Original Equipment Manufacturer (OEM) or their subsidiary (duly incorporated in one of the ADB Member Country) of OEM (or) (b) Joint Venture entity with and authorized by OEM (or) (c) authorized dealer, distributor or reseller having their registered office in Bhutan
B. Contents of Bidding Document	
ITB 7.1	Any request for clarification shall be sent <b>14 days</b> before the bid submission deadline through the Tenderlink portal: <b><a href="https://www.tenderlink.com/adb">https://www.tenderlink.com/adb</a></b> , and the Employer will respond through Tenderlink. The tender can be found by searching <b>Procurement of Transceiver Radio Communication System</b> . Technical Clarifications on the use of TenderLink shall be sent to TenderLink's information technology (IT) support as per ITB 23.1(b). Such clarifications are not subject to the above clarification deadline.
C. Preparation of Bids	
ITB 10.1	The language of the Bid is: <b>English</b>
ITB 11.1	The Bid shall comprise of two electronic documents submitted simultaneously, one containing the Technical Bid and the other the Price Bid.



<b>ITB 11.2 (i)</b>	<p>The Bidder shall submit with its Technical Bid the following additional documents:</p> <ol style="list-style-type: none"> <li>1. Valid Trade/Business License.</li> <li>2. Valid Tax Clearance Certificate</li> <li>3. The bidder shall submit the signed Integrity Pact attached at Section 4</li> </ol>
<b>ITB 11.3 (c)</b>	<p>The Bidder shall submit with its Price Bid the following additional documents:</p> <p>Break down of rates for the Bill of Quantities items listed and relevant schedules and the agency commission, if any.</p>
<b>ITB 12.2</b>	<p>The units and rates in figures entered into the Price Schedules should be typewritten or if written by hand, must be in print form. Price Schedules not presented accordingly may be considered nonresponsive.</p>
<b>ITB 13.1</b>	<p>Alternative Bids are permitted subjected to the following:</p> <p>A Bidder may submit an alternative Bid only with a Bid for Goods as specified in Section 6, Schedule of Supply confirming to the Technical Specifications mentioned there on (The 'base case'). The Purchaser shall only consider the alternative Bid (s) offered by the Bidder whose Bid for base case was determined to be the lowest evaluated Bid.</p>
<b>ITB 14.5</b>	<p>The Incoterms edition is: Incoterms 2010</p>
<b>ITB 14.6 (b) (i)</b>	<p>For Goods offered from outside the Purchaser's country, the Bidder shall quote prices using the following Incoterms: CIP, Phuentsholing.</p>
<b>ITB 14.6 (b) (ii)</b>	<p>In addition to the above, the Bidder shall quote prices for Goods offered from outside the Purchaser's country using the following Incoterms:</p> <p>CIP, Phuentsholing, subject to the conditions stipulated in the Price Schedule.</p>
<b>ITB 14.7</b>	<p>The prices quoted by the Bidder shall not be adjustable.</p>
<b>ITB 19.2</b>	<p>The Bidder is required to submit along with their bid the Manufacturer's Authorization or suitable documentation to substantiate that they are an authorized dealer, distributor or reseller having their registered office in Bhutan of the goods being procured.</p>
<b>ITB 19.3</b>	<p>After Sales, Maintenance, repair, spare parts stocking and related services are required and the Bidder therefore is required to be represented by a suitably equipped and able agent in Bhutan with due authentication from the OEM or their subsidiary.</p>
<b>ITB 20.1</b>	<p>The bid validity period shall be 120 days.</p>
<b>ITB 21.1</b>	<p>The Bidder shall furnish a scanned copy of the original bid security in the amount of:</p> <p>The Bid Security is USD 1,400.00 (One Thousand Four Hundred Dollars) or Nu. 105,000.00 (Ngultrum One Hundred Five Thousand) only.</p> <p>The currency shall be either US Dollar or Ngultrum (Bhutan Currency).</p>
<b>ITB 21.2</b>	<p>The ineligibility period will be - Not Applicable.</p>



ITB 21.4	Subject to the succeeding sentences, any bid not accompanied by an irrevocable and callable bid security shall be rejected by the Purchaser as nonresponsive. If a Bidder submits a bid security that (i) deviates in form, amount, and/or period of validity, or (ii) does not provide sufficient identification of the Bidder (including, without limitation, failure to indicate the name of the Joint Venture or, where the Joint Venture has not yet been constituted, the names of all future Joint Venture Partners), the Purchaser shall request the Bidder to submit a compliant bid security within 15 days of receiving such a request. Failure to provide a compliant bid security within the prescribed period of receiving such a request shall cause the rejection of the Bid.
ITB 22.1	In addition to the original Bid, the number of copies to be submitted is: Not Applicable
ITB 22.2	The written confirmation of Authorization to sign on behalf of the Bidder shall consist of: "An organizational document, board resolution or its equivalent, or power of attorney specifying the representative's authority to sign the Bid on behalf of, and legally bind, the Bidder. If the Bidder is an intended or an existing joint venture, the power of attorney should be signed by all partners and specify the authority of the named representative of the joint venture to sign on behalf, and legally bind, the intended or existing joint venture. If the joint venture has not yet been formed, also include evidence from all proposed joint venture partners of their intent to enter into a joint venture in the event of a contract award in accordance with ITB 16.1 (b)"
ITB 22.2	The Bidder shall submit an acceptable authorization within 15 days.
<b>D. Submission and Opening of Bids</b>	
ITB 23.1	<p>Bidders only have the option of submitting their bids electronically.</p> <p><b>Hand delivery of bids shall not be permitted.</b></p> <p>The electronic submission should contain scanned signed original submission letters in the required format for both the Technical Bid and, if applicable, the Financial Bid.</p> <p>IMPORTANT: It is the Contractors' sole responsibility to ensure the reliability of the electronic transmittal and that the electronically submitted files are complete, workable and not corrupted.</p>
ITB 23.1 (b)	<p>If Bidders shall have the option of submitting their bids electronically, the electronic bid submission procedures shall be -</p> <p>Bidders shall submit their Bids electronically through the following web portal: <b><a href="https://www.tenderlink.com/adb">https://www.tenderlink.com/adb</a></b></p> <p>Technical bid shall have to be submitted in Electronic Tender Box named Technical Bid and Financial bid shall has to be submitted in Electronic Tender Box named Financial Bid.</p> <p>The tender can be found by searching for <b>"Procurement of Transceiver Radio Communication System"</b></p>
ITB 23.2 (c)	The identification of this bidding process is: <b>PT/TTFLP-TRCS/2020-2021/006b</b>





<b>ITB 24.1</b>	<p>All bid submissions must be made electronically via Tenderlink</p> <p>The deadline for bid submission is:</p> <p>Date: <b>30 October 2020</b></p> <p>Time: <b>14:30 hours (Bhutan Standard Time)</b></p>
<b>ITB 26</b>	<p>A Bidder may withdraw, substitute, or modify its Bid –Technical or Price –after it has been submitted only by making such changes to its Bid, and as a complete replacement or withdrawal via Tenderlink. Such changes must be made and submitted before the deadline for submission of Bids.</p>
<b>ITB 27.1</b>	<p>Electronic bid opening procedure shall be as follows:</p> <p>All bidders shall have the option of viewing the opening via Skype. The links to the Skype viewing will be issued via email to bidders 7 days prior to the opening.</p> <p>Electronic bid opening procedure shall be as follows: Bids shall be submitted through the Tenderlink tender box at or before the deadline stipulated in ITB 24.1.</p> <p>The electronic keys required to open the Tender Bid box will be issued to Project Coordinator, SASEC Project, Phuentsholing Thromde, Bhutan by Tenderlink and only issued to the Bid Opening Committee during the Bid Opening Meeting.</p> <p>The files containing the Bid shall be downloaded and opened in public at Phuentsholing Thromde Office, Bhutan. The name of the Bidder, the presence of a bid security, if required; and any other details as the Employer may consider appropriate shall be read out.</p> <p>The aforementioned details shall be recorded in the Record of Bid Opening, along with the corresponding details from bids submitted manually.</p> <p>The supporting electronic files will be subsequently downloaded and opened by the Bid Opening Committee.</p> <p>Electronic Tender Box containing financial bid shall be opened only after the evaluation of the technical proposal.</p>
<b>ITB 27.3-27.5</b>	Not applicable
<b>ITB 27.6</b>	<p>The Technical Bid Submission Sheet shall be initialed by all representatives of the Purchaser attending Technical Bid opening.</p>
<b>ITB 27.11</b>	<p>The Price Bid Submission Sheet and Price Schedules shall be initialed by all representatives of the Purchaser attending Price Bid opening.</p>

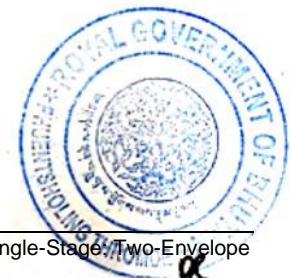


### E. Evaluation and Comparison of Bids

<b>ITB 37.1</b>	<p>The currency that shall be used for bid evaluation and comparison purposes to convert all bid prices expressed in various currencies into a single currency is: Ngultrum (Bhutanese Currency)</p> <p>The source of the selling exchange rate shall be: Royal Monetary Authority of Bhutan</p> <p>The date for the selling exchange rate shall be: 28 days prior to the deadline for submission of Bids.</p>
<b>ITB 38.1</b>	A margin of preference shall not apply.

### F. Award of Contract

<b>ITB 43.1</b>	<p>The maximum percentage by which quantities may be increased/decreased: 25%. The Purchaser also reserves the right to add or delete one or more items in / from the price schedule at his discretion to suit the site condition subject to the condition that the overall variation in the Contract Price arising out of such addition / deletion is limited to +/- 25% of the overall contract price.</p>
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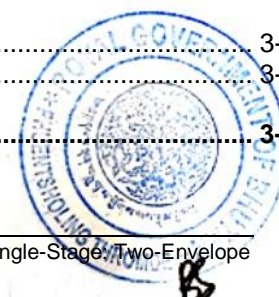




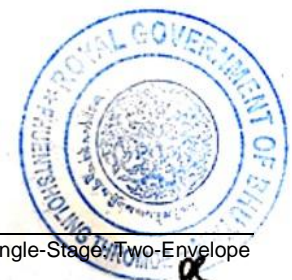
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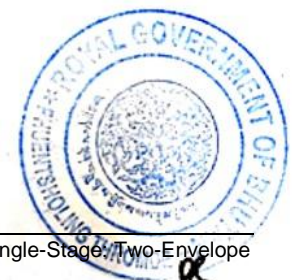
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# 1. Technical Evaluation

## 1.1 Technical Criteria

The cost of all quantifiable deviations or deficiencies from the technical requirements as specified in Section 6 (Schedule of Supply) shall be evaluated and suitably added to Bid Price quoted in accordance with ITB Sub Clause 14.6. The Purchaser will make its own assessment of the cost of these deviations or deficiencies for the purpose of ensuring fair comparison of Bids.



## 2. Qualification Criteria

Bidders shall meet the qualification criteria set by the Purchaser on a pass-fail basis. Unless specifically indicated otherwise, it is the legal entity or entities comprising the Bidder and not the Bidder's parent companies, subsidiaries, or affiliates that must satisfy these criteria.

### 2.1 Eligibility and Pending Litigation

#### 2.1.1 Eligibility

Eligibility for participation by Bidders in terms of nationality, conflict of interest, status as government-owned enterprise and sanctions imposed either by ADB or other international development institutions.

#### 2.1.2 Pending Litigation

Not Applicable

### 2.2 Experience and Technical Capacity

#### 2.2.1 Contractual Experience

Number of contracts successfully completed as main supplier within the last three (3) years. Value, nature, and complexity of these contracts should be comparable to the contract to be let.

#### 2.2.2 Technical Experience

Goods offered have been in production for at least 3 (three) years and a minimum of 4 (four) units of similar capacity have been sold and have been operating satisfactorily for at least 2 (two) years.

#### 2.2.3 Production Capacity

Minimum supply and/or production capacity required to assure that the Bidder is capable of supplying the type, size, and quantity of the Goods required.

### 2.3 Financial Situation

#### 2.3.1 Historical Financial Performance

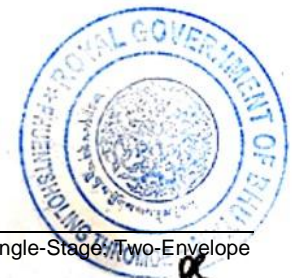
Soundness of the Bidder's financial position, showing long-term profitability demonstrated through audited annual financial statements (balance sheet, income statement) for the last three (3) years.

#### 2.3.2 Size of Operation (Average Annual Turnover)

Average annual turnover (converted into US dollars) defined as the total payment received by the Bidder for contracts completed or under execution over the last three (3) years.

#### 2.3.3 Cash Flow Capacity

Availability of or access to liquid assets, lines of credit, and other finances sufficient to meet any possible cash flow requirement that may arise during the execution of the contract.

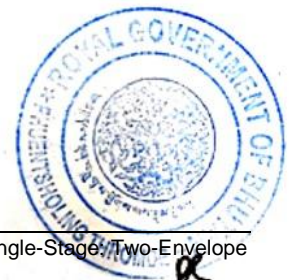


**2.4 Bidder is not a manufacturer:**

If a Bidder is not a manufacturer, but is offering the Goods on behalf of the Manufacturer under Manufacturer's Authorization Form (Section 4, Bidding Forms), the Bidder shall demonstrate that it meets the requirements for

**2.1.1 Eligibility****2.1.2 Pending Litigation****2.2.1 Contractual Experience****2.3.1 Historical Financial Performance****2.3.2 Size of Operation (Average Annual Turnover), and****2.3.3 Cash Flow Capacity**

However, the Manufacturer shall separately demonstrate that it meets the requirement for

**2.1.1 Eligibility****2.2.2 Technical Experience, and****2.2.3 Production Capacity**

## 2.1 Eligibility and Pending Litigation

### 2.1.1 Eligibility

Criteria	Compliance Requirements				Documents
Requirement	Single Entity	Joint Venture			Submission Requirements
		All Partners Combined	Each Partner	One Partner	

#### 2.1.1.1 Nationality

Nationality in accordance with ITB Subclause 4.2.	must meet requirement	must meet requirement	must meet requirement	not applicable	Technical Bid Submission Sheet; Forms ELI – 1 and ELI - 2
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#### 2.1.1.2 Conflict of Interest

No conflicts of interest in accordance with ITB Subclause 4.3.	must meet requirement	must meet requirement	must meet requirement	not applicable	Technical Bid Submission Sheet
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#### 2.1.1.3 ADB Eligibility

Not having been declared ineligible by ADB, as described in ITB Subclause 4.4.	must meet requirement	must meet requirement	must meet requirement	not applicable	Technical Bid Submission Sheet
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#### 2.1.1.4 Government-Owned Enterprise

Bidder required to meet conditions of ITB Subclause 4.5.	must meet requirement	must meet requirement	must meet requirement	not applicable	Technical Bid Submission Sheet; Forms ELI – 1 and ELI - 2
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#### 2.1.1.5 United Nations Eligibility

Not having been excluded by an act of compliance with a United Nations Security Council resolution in accordance with ITB Subclause 4.7.	must meet requirement	must meet requirement	must meet requirement	not applicable	Technical Bid Submission Sheet
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### 2.1.2 Pending Litigation

Pending litigation and arbitration criteria – Not Applicable



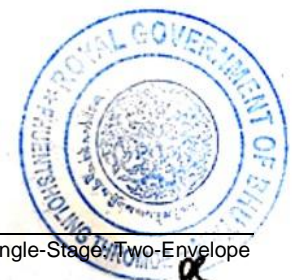
## 2.2 Experience and Technical Capacity

### 2.2.1 Contractual Experience

Criteria	Compliance Requirements				Documents
Requirement	Single Entity	Joint Venture			Submission Requirements
		All Partners Combined	Each Partner	One Partner	
Successful completion as main supplier within the last 3 (three) years, of at least 1 (one) contract each valued at \$ 0.056 million , and complexity similar to the scope of supply described in Section 6 (Schedule of Supply).	must meet requirement	must meet requirement	not applicable	not applicable	Form EXP – 1

### 2.2.2 Technical Experience

Criteria	Compliance Requirements				Documents
Requirement	Single Entity	Joint Venture			Submission Requirements
		All Partners Combined	Each Partner	One Partner	
The Bidder shall demonstrate that the goods offered have (i) been in production for at least 3(Three) years, and (ii) been sold a minimum of 4 (four) units of similar type and specification over the last three (3) years; (iii) been in operation for a minimum of 2 (two) years.	must meet requirement	must meet requirement	not applicable	not applicable	Form EXP – 2



### 2.2.3 Production Capacity

Criteria	Compliance Requirements				Documents
Requirement	Single Entity	Joint Venture			Submission Requirements
		All Partners Combined	Each Partner	One Partner	
The Bidder or manufacturer shall demonstrate <sup>a</sup> that it can supply the type, size, and quantity of the goods as required by Purchaser in accordance with the Delivery and Completion Schedule in Section 6 (Schedule of Supply).	must meet requirement	must meet requirement	not applicable	not applicable	Form EXP – 3

#### - Note -

<sup>a</sup> Bidder or Manufacturer shall provide evidence of production output

## 2.3 Financial Situation

### 2.3.1 Historical Financial Performance

Criteria	Compliance Requirements				Documents
Requirement	Single Entity	Joint Venture			Submission Requirements
		All Partners Combined	Each Partner	One Partner	
Submission of audited financial statements or, if not required by the law of the Bidder's country, other financial statements acceptable to the Purchaser, for the last 3 (three) years to demonstrate the current soundness of the Bidder's financial position. As a minimum, the Bidder's net worth for the last year calculated as the difference between total assets and total liabilities should be positive.	must meet requirement	not applicable	must meet requirement	not applicable	Form FIN – 1



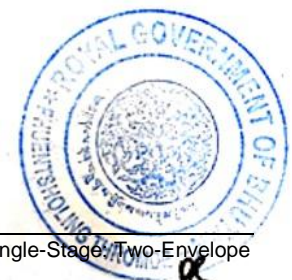


**2.3.2 Size of Operation (Average Annual Turnover)**

Criteria	Compliance Requirements				Documents
Requirement	Single Entity	Joint Venture			Submission Requirements
		All Partners Combined	Each Partner	One Partner	
Minimum average annual turnover of \$ 0.14 million calculated as total payments received by the Bidder for contracts completed or under execution over the last 3 (three) years.	must meet requirement	must meet requirement	must meet 25% of the requirement	must meet 40% of the requirement	Form FIN - 2

**2.3.3 Cash Flow Capacity**

Criteria	Compliance Requirements				Documents
Requirement	Single Entity	Joint Venture			Submission Requirements
		All Partners Combined	Each Partner	One Partner	
Availability of or access to liquid assets, lines of credit, and other finances sufficient to meet cash flow requirement which is \$ 0.07 million	must meet requirement	must meet requirement	must meet 25% of the requirement	must meet 40% of the requirement	Form FIN - 3



## 3. Economic Evaluation

Economic criteria are applied when evaluating a Bid to determine the lowest evaluated Bid. These criteria are the bid price and other factors expressed in monetary terms such as those related to characteristics, performance, and terms and conditions of the purchase of the goods. The monetary values of the factors provide the adjustment of the bid price for comparison purposes.

### 3.1 Adjustment for Scope

#### 3.1.1 Local Handling and Inland Transportation

Local Handling and Inland Transportation Costs for inland transportation, insurance, and other incidental costs for delivery of the goods from the EXW premises, or port of entry, or border point to Project Site as defined in Section 6 (Schedule of Supply), shall be quoted in the Price Schedule for Related Services to Be Offered from Outside and Within the Purchaser's Country provided In Section 4 (Bidding Forms). These costs will be taken into account during bid evaluation. If a Bidder fails to include such costs in its Bid, then these costs will be estimated by the Purchaser on the basis of published tariffs by the rail or road transport agencies, insurance companies, or other appropriate sources, and added to EXW or CIF or CIP price.

#### 3.1.2 Minor Omissions or Missing Items

Pursuant to ITB 33.3, the cost of all quantifiable nonmaterial nonconformities or omissions from the contractual and commercial conditions shall be evaluated. The Purchaser will make its own assessment of the cost of any nonmaterial nonconformities and omissions for the purpose of ensuring fair comparison of Bids.

### 3.2 Adjustment for Deviations from the Terms of Payment

Deviations from the Terms of Payment as specified in SCC 16.1 are not permitted.

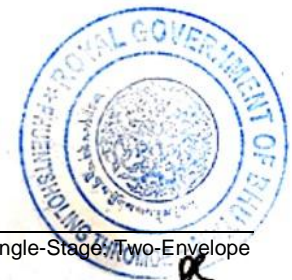
### 3.3 Adjustment for Deviations in the Delivery and Completion Schedule

Deviations from the Delivery and Completion Schedule specified in Section 6 (Schedule of Supply) are not permitted.

### 3.4 Operating and Maintenance (O&M) Costs (Optional)

Typical O&M cost factors for calculation are as follows:

- (a) Number of years for initial period of operation - 5 (Five) years.
- (b) The Bidders are requested to indicate the operating and maintenance costs for 5 years and indicate as a percentage of the cost of supply of goods only for the information of the purchaser.



### **3.5 Spare Parts**

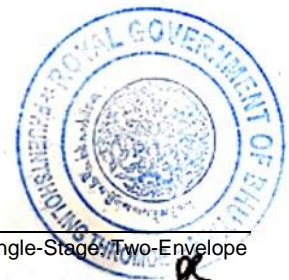
The list of Spare Parts and accessories, with quantities likely to be required for maintenance and repair during the initial period of 5 years of operation should be listed separately. The associated cost along with relevant information shall be provided in Price Schedule for Supply of Spares under Section 4.

### **3.6 Performance and Productivity of the Goods**

No goods shall be accepted if the Bidder fails to guarantee the Performance and Productivity of the Goods specified in Section 6 (Schedule of Supply) and also no extra weightage will be given for guaranteeing higher Performance and Productivity.

### **3.7 Multiple Lots (Contracts)**

Not Applicable



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Integrity Pact.....	4-31



## Technical Bid Submission Sheet

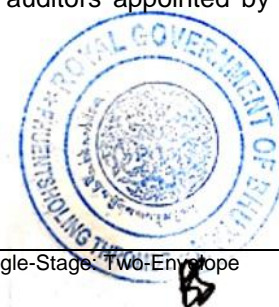
Date.....  
 NCB No.....  
 Invitation for Bid No.: .....

To:  
 The Project Director  
 SASEC Road Connectivity Project  
 Phuentsholing Thromde  
 Pelkhil Lam, Post No. 02  
 Phuentsholing Bhutan

We, the undersigned, declare that:

- (a) We have examined and have no reservations to the Bidding Document, including Addenda issued in accordance with Instructions to Bidder (ITB)-8.
- (b) We offer to supply 'Transceiver Radio Communication System - 1 (one set)' in conformity with the Bidding Document and in accordance with the delivery schedule specified in Section 6, Schedule of Supply.
- (c) Our Bid shall be valid for a period of ..... days from the date fixed for the bid submission deadline in accordance with the Bidding Document, and it shall remain binding upon us and may be accepted at any time before the expiration of that period;
- (d) Our firm, including any subcontractors or suppliers or Authorized Dealers (AD) or Distributors (D) for any part of the Contract, have nationalities from eligible countries in accordance with ITB 4.2.
- (e) We, including any Sub-Contractors or Suppliers or Authorized Dealers (AD) or Distributors (D) for any part of the Contract do not have any Conflict of Interest in accordance with ITB 4.3.
- (f) We are not participating, as a Bidder, in more than one Bid in this bidding process in accordance with ITB 4.3 (e), other than alternative offers in accordance with the Bidding Document;
- (g) Our firm, its affiliates or subsidiaries, including any subcontractors or suppliers or Authorized Dealers (AD) or Distributors (D) for any part of the Contract, has not been declared ineligible by the ADB; under the purchasers' Country laws or official regulations or by any act of compliance with a decision of United Nations Security Council.
- (h) [We are not a government-owned enterprise] / [We are a government-owned enterprise but meet the requirements of ITB 4.5].<sup>1</sup>
- (i) We agree to permit ADB or its representative to inspect our accounts and records and other documents relating to the bid submission and to have them audited by auditors appointed by ADB.

<sup>1</sup> Use one of the two options as appropriate.



Name \_\_\_\_\_

In the capacity of \_\_\_\_\_

Signed \_\_\_\_\_

Duly authorized to sign the Bid for and on behalf of \_\_\_\_\_

Date \_\_\_\_\_



## Annex to Technical Bid Submission Sheet

*[With reference to Technical Criteria under Section 6]*

### I. Details of the offered Goods

Particular	Qty.	Unit	Purchaser's Requirements	Compliance to purchaser's requirement
Transceiver Radio Communication System	1	Set	Details in Attachment I of Section 6	Yes or No or N/A

**Note:** The Employers requirement with reference to General Specifications of the Equipment covered under this bid are given in Attachment I of Section 6. The Bidders shall highlight the corresponding specification of the Equipment offered by them, if they are in variance to the General Specifications. Employers will consider the offered Equipment only if the technical specification of the equipment is equivalent or with higher parameters.





**II. Details of the Service Center**

Sl. No.	Description	Supported manufacturer [name of the manufacturer]	Address [address of both the manufacturer's and the local service center to be stated]	Telephone number [mode of contact to the service center to be stated]	Scope of Service of the Bidder [scope of service at the local service center to be stated]	Scope of Service of the manufacturer [scope of service at the local service center to be stated]	Name, telephone details and qualification of Service Professional [at the local service center]
1	Transceiver Radio Communication System						

Note: - If the bid is submitted by authorized dealer or distributor in Bhutan on behalf of the OEM or their subsidiaries, the details of service center within the Kingdom of Bhutan or in the close vicinity of the neighboring countries need to be furnished and the service center so identified shall meet the service requirements within the period stipulated elsewhere in the contract



## BIDDERS QUALIFICATION



## FORM – ELI-1

**Bidder Information Form**

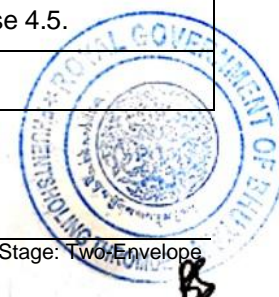
*[The Bidder shall fill in this Form in accordance with the instructions indicated below. No alterations to this format shall be permitted and no substitutions shall be accepted.]*

Date: *[insert date (as day, month and year) of Bid submission]*

Bid No.: *[insert number of bidding process]*

Page \_\_\_\_\_ of \_\_\_\_\_ pages

1. Bidder's Legal Name <i>[insert Bidder's legal name]</i>
2a. In the case of a Joint Venture, Consortium or Association (JV/C/A/AD/D ) legal name of each party: <i>[insert legal name of each party in JV/C/A/AD/D]</i>
2b In the case of a Authorized Dealers or Distributors (D) legal name of each party: <i>[insert legal name of each party in authorized dealers or distributors.</i>
3. Bidder's actual or intended Country of Registration: <i>[insert actual or intended Country of Registration]</i>
4. Bidder's Year of Registration: <i>[insert Bidder's year of registration]</i>
5. Bidder's Legal Address in Country of Registration: <i>[insert Bidder's legal address in country of registration]</i>
6. Bidder's Authorized Representative Information  Name: <i>[insert Authorized Representative's name]</i> Address: <i>[insert Authorized Representative's Address]</i> Telephone/Fax numbers: <i>[insert Authorized Representative's telephone/fax numbers]</i> E-mail Address: <i>[insert Authorized Representative's e-mail address]</i>
7. Attached are copies of the following original documents: <i>[check the box(es) of the attached original documents]</i>  i. Articles of Incorporation or Registration of firm named in 1 above, in accordance with ITB 4.1 and ITB-4.2. ii. Authorization to represent the firm or Joint Venture named above in accordance with ITB -22.2 and Power of attorney authorizing the signatory of the Bid to sign on behalf of the Bidder. iii. In the case of a JV/C/A/AD/D letter of intent to form the JV/C/A/AD/D, or the JV/C/A/AD/D agreement, in accordance with ITB Sub-Clause -4.1. iv. In the case of a government owned entity from Bhutan, documents establishing legal and financial autonomy and compliance with commercial law, in accordance with ITB Sub-Clause 4.5.



## FORM – ELI-2

**Joint Venture, Consortium or Association (JV/C/A) Partner ,Authorized Dealers (AD) or  
Distributors (D) Information Form**

*[The Bidder shall fill in this Form in accordance with the instructions indicated below].*

Date: *[insert date (as day, month and year) of Bid submission]*

Bid No.: *[insert number of bidding process]*

Page \_\_\_\_\_ of \_\_\_\_\_ pages

1. Bidder's Legal Name: <i>[insert Bidder's legal name]</i>
2. JV/C/A/AD/D Party's legal name: <i>[insert JV/C/A/AD/D Party's legal name]</i>
3. JV/C/A/AD/D Party's Country of Registration: <i>[insert JV/C/A/AD/D Party's country of registration]</i>
4. JV/C/A/AD/D Party's Year of Registration: <i>[insert JV/C/A/AD/D Party's year of registration]</i>
5. JV/C/A/AD/D Party's Legal Address in Country of Registration: <i>[insert JV/C/A/AD/D Party's legal address in country of registration]</i>
6. JV/C/A/AD/D Party's Authorized Representative Information Name: <i>[insert name of JV/C/A/AD/D Party's authorized representative]</i> Address: <i>[insert address of JV/C/A/AD/D Party's authorized representative]</i> Telephone/Fax numbers: <i>[insert telephone/fax numbers of JV/C/A/AD/D Party's authorized representative]</i> E-mail Address: <i>[insert e-mail address of JV/C/A/AD/D Party's authorized representative]</i>
7. Attached are copies of the following original documents: <i>[check the box(es) of the attached original documents]</i>  i. Articles of Incorporation or Registration of firm named in 2 above, in accordance with ITB 4.1 and ITB 4.2.  ii. Authorization to represent the firm named above, in accordance with ITB Sub-Clause 22.2 and Power of attorney authorizing the signatory of the Bid to sign on behalf of the Bidder.  iii. the case of a government owned entity from Bhutan, documents establishing legal and financial autonomy and compliance with commercial law, in accordance with ITB Sub-Clause 4.5.



**FORM –EXP-1****Contractual Experience**

<b>Contractual Experience</b>		
Contract No ..... of .....	Contract Identification	
Award Date		Completion Date
Role in Contract	<input type="checkbox"/> Manufacturer <input type="checkbox"/> Supplier <input type="checkbox"/> Subcontractor	
Total Contract Amount		
		\$
If partner in a joint venture or subcontractor, specify participation of total contract amount	Percent of Total	Amount
Purchaser's name Address Telephone/Fax Number E-mail		
<b>Description of the Similarity in Accordance with Criterion 2.2.1 of Section 3 (Evaluation and Qualification Criteria)</b>		



## FORM – EXP-2

## Technical Experience

Technical Experience	
Name of Product	
Manufacturer:	Address and Nationality:
Requirements in Accordance with Criterion 2.2.2 of Section 3 (Evaluation and Qualification Criteria)	
(i) Product has been in production for at least 3 (Three) years.	
(ii) Product (or equipment) has been sold a minimum of 4 (Four) units of similar type and specification over the last three (3) years.	
(iii) Product has been in operation for a minimum of 2 (Two) years.	

**- Note -**

*Add pages as necessary. The Purchaser reserves the right to verify authenticity of Bidder submissions.*



## FORM –EXP-3

## Production Capacity

Production Capacity	
Name of Product	
Manufacturer:	Address and Nationality:
<b>Requirements in Accordance with Criterion 2.2.3 of Section 3 (Evaluation and Qualification Criteria)</b>	
Production facility 1 (include location):	
Production facility 2 (include location):	
Production facility 3 (include location):	

**- Note -**

*The Purchaser reserves the right to verify authenticity of Bidder submissions.*





**FORM – FIN-1****Historical Financial Performance**

In case of a Joint Venture, each Joint Venture Partner must fill out this form separately and provide the Joint Venture Partner's name below:

Joint Venture Partner: \_\_\_\_\_

Financial Data for Previous 3 (Three) Years [\$ or Equivalent]		
Year 1	Year 2	Year 3

**Requirements in Accordance with Criterion 2.3.1 of Section 3 (Evaluation and Qualification Criteria)**

**Information from Balance Sheet**

<b>Total Assets (TA)</b>			
<b>Total Liabilities (TL)</b>			
<b>Net Worth = TA-TL</b>			
<b>Current Assets (CA)</b>			
<b>Current Liabilities (CL)</b>			
<b>Working Capital = CA – CL</b>			

<b>Most Recent Working Capital</b>		To be obtained for most recent year and carried forward to FIN-3 ; in case of joint ventures, to the corresponding Joint Venture Partner's FIN-2.
------------------------------------	--	---

**Information from Income Statement**

<b>Total Revenues</b>			
<b>Profits Before Taxes</b>			
<b>Profits After Taxes</b>			

- ☐ Attached are copies of financial statements (balance sheets including all related notes, and income statements) for the last 3 (Three) years, as indicated above, complying with the following conditions:
- Unless otherwise required by Section 3 of the Bidding Documents, all such documents reflect the financial situation of the legal entity or entities comprising the Bidder and not the Bidder's parent companies, subsidiaries, or affiliates.
  - Historical financial statements must be audited by a certified accountant.
  - Historical financial statements must be complete, including all notes to the financial statements.
  - Historical financial statements must correspond to accounting periods already completed and audited (no statements for partial periods shall be requested or accepted).



**FORM – FIN-2**

**Size of Operation (Average Annual Turnover)** The information supplied should be the Annual Turnover of the Bidder or each member of a Joint Venture in terms of the amounts billed to clients for each year for work in progress or completed, converted to US dollars / Ngultrum at the rate of exchange at the end of the period reported.

In case of a Joint Venture, each Joint Venture Partner must fill out this form separately and provide the Joint Venture Partner's name below:

Joint Venture Partner: \_\_\_\_\_

**Requirements in Accordance with Criterion 2.3.2 of Section 3 (Evaluation and Qualification Criteria)**

<b>Annual Turnover Data for the Last 3 (Three) Years</b>			
<b>Year</b>	<b>Amount Currency</b>	<b>Exchange Rate</b>	<b>\$ or Equivalent</b>

<b>Average Annual Turnover</b>	
--------------------------------	--



**FORM – FIN-3**

**Cash Flow Capacity** Specify proposed sources of financing, such as working capital, liquid assets,<sup>2</sup> lines of credit, and other financial resources (other than any contractual advance payments) available to meet the cash flow requirements.

<b>Requirements in Accordance with Criterion 2.3.3 of Section 3 (Evaluation and Qualification Criteria)</b>		
<b>Financial Resources</b>		
<b>No.</b>	<b>Source of financing</b>	<b>Amount (\$ or equivalent)</b>
1		
2		
3		

**SCHEDULE 4 - TRAINING SCHEME COVERED UNDER THIS SUPPLY**

The Bidder shall describe in detail the training scheme that – they are proposing for technicians, operators and supervisory personals of the Employer for efficient functioning of the equipment to be supplied by them. The scheme shall indicate the nature and duration of training required for various categories of personnel. The following particulars shall be furnished in the format given below: -

<b>Sl. no.</b>	<b>Designation of each personnel and area of Training assignment.</b>	<b>Name and short resume showing experience of persons</b>	<b>Recommended No. of person to be trained in each category</b>	<b>Duration of training for each category</b>

<b>Sl No</b>	<b>Details of Equipment</b>	<b>Duration of Training</b>
1	Transceiver Radio Communication System	Refer Section 6, schedule 5, attachment I

<sup>2</sup>

Liquid assets mean cash and cash equivalents, short-term financial instruments, short-term available-for-sale securities, marketable securities, trade receivables, short-term financing receivables, and other assets that can be converted into cash within one (1) year.



### SUB-CONTRACTORS

The Bidder shall submit the name, address of persons, firms or companies, proposed by him as sub-Contractor for carrying out the supply under the Contract together with particulars of work to be carried out by each party. Written confirmation from sub-Contractor shall be submitted along with the tender.

Sl. No.	Section of Works	Name and address of the proposed Supplier/sub- contractor	Name & Location of The Organization previously supplied/worked
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			



**ARRANGEMENT FOR SPARE PARTS**

Bidder shall submit following information pertaining to availability of spare parts.

<b>1</b>	Name, address and Contact Number of Service Centers of bidder's firm with spare parts stock in member countries within 72 hours delivery by road.	
<b>2</b>	The address of the dedicated website through which order for spare parts can be placed.	
<b>3</b>	Minimum number of days, on intimation, a service Engineers of bidder's firm for this particular Equipment is available on site.	



## Price Bid Submission Sheet

### -- Note --

*The Bidder must accomplish the Price Bid Submission Sheet on its letterhead clearly showing the bidder's complete name and address.*

Date: \_\_\_\_\_  
 National Competitive Bidding (NCB) No.: \_\_\_\_\_  
 Invitation for Bid (IFB) No.: \_\_\_\_\_  
 Alternative No \_\_\_\_\_

To: *[insert complete name of the purchaser]*

We, the undersigned, declare that:

- (a) We have examined and have no reservations to the Bidding Document, including the Addenda issued in accordance with Instructions to Bidders (ITB) 8.
- (b) We offer to supply 'Transceiver Radio Communication System and related services' in conformity with the Bidding Document and in accordance with the delivery schedule specified in Section 6 (Schedule of Supply).
- (c) The total price of our Bid, related to 'Transceiver Radio Communication System' offered excluding any discounts offered in item (d) below, but inclusive of the agency commission to authorized dealer or distributor is

*[amount of foreign currency in words], [amount in figures], and [amount of local currency in words], [amount in figures]*

*The total bid price from the price schedules should be entered by the Bidder inside this box. Absence of the total bid price in the Price Bid Submission Sheet may result in the rejection of the bid.*

- (d) The discounts offered and the methodology for their application are as follows:

Discounts: If our Bid is accepted, the following discounts shall apply: . . . *[specify in detail each discount offered and the specific item of the Schedule of Supply to which it applies]* . . .

Methodology of Application of the Discounts: The discounts shall be applied using the following method: . . . *[specify in detail the method that shall be used to apply the discounts]* . . .

- (e) Our bid shall be valid for a period of ..... days from the date fixed for the submission deadline in accordance with the Bidding Documents, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.
- (f) If our Bid is accepted, we commit to obtain a Performance Security in the amount of 10% (Ten percent) of the Contract Price for the due performance of the Contract.



- (g) The following commissions, gratuities or fees have been paid or are to be paid with respect to the bidding process or execution of the Contract: [insert complete name of each Recipient, its full address, the reason for which each commission or gratuity was paid and the amount and currency of each such commission or gratuity]

Name of Receipt	Address	Reason	Amount
_____	_____	_____	_____
_____	_____	_____	_____

(If none has been paid or is to be paid, indicate "none")

- (h) We understand that this Bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal contract is prepared and executed.
- (i) We understand that you are not bound to accept the lowest evaluated Bid or any other Bid that may receive.
- (j) We agree to permit ADB or its representative to inspect our accounts and records and other documents relating to the Bid submission and to have them audited by the auditor appointed by ADB.

Name \_\_\_\_\_

In the capacity of \_\_\_\_\_

Signed \_\_\_\_\_

Duly authorized to sign the Bid for and on behalf of \_\_\_\_\_

Date \_\_\_\_\_





## Price Schedule for Goods to Be Offered from Within the Purchaser's Country

Name of Bidder \_\_\_\_\_ IFB Number \_\_\_\_\_ Page \_\_\_\_ of \_\_\_\_

Sl. No.	Description of Goods	Country of Origin	Domestic Value Added in Percentage	Quantity and Unit of Measurement	Unit Price EXW	Total EXW Price per item	GST/Sales and Other Taxes Per Item	Total Price per Item including Taxes	Delivery date as defined by Incoterms
1	2	3	4	5	6	7 = 5 x 6	8	9 = 7 + 8	
1	Transceiver Radio Communication System	(Insert country of origin of Goods)	(Insert cost of local labor, raw material and components from within Bhutan as a % of the EXW price per item)	1 (One Set)	(Insert EXW unit price)	(Insert Total EXW per item)	(Insert sale and other taxes payable)	(Insert total price per item)	(Insert quoted delivery date)
<b>Total Amount</b>									

**Notes: -**

- Column 4: In accordance with margin of preference ITB 38, if applicable.  
Domestic Value Added comprises domestic labor, the domestic content of materials, domestic overheads and profits from the stage of mining the raw material until final assembly.
- Column 6: **In addition, a breakup of individual components of work with the specifications, quantities and rates has to be furnished by the Bidder only for reference and record.**  
Incoterms in accordance with ITB 14  
Currency in accordance with ITB 15  
Price shall include all customs duties and sales and other taxes already paid or payable on the components and raw materials used in the manufacture or assembly of the item or the customs duties and sales and other taxes already paid on previously imported items.



Column 8: Payable in the Purchaser's country if Contract is awarded
---

Name \_\_\_\_\_

In the capacity of \_\_\_\_\_

Signed \_\_\_\_\_

Duly authorized to sign the Bid for and on behalf of \_\_\_\_\_

Date \_\_\_\_\_



**Price Schedule for Goods  
to Be Offered from Outside the Purchaser's Country**

Name of Bidder \_\_\_\_\_ IFB Number \_\_\_\_\_ Page \_\_\_\_ of \_\_\_\_

SI No.	Description	Country of Origin	Quantity and Unit of Measurement	Unit Price *CIP	Total Price *CIP per Item
1	2	3	4	5	6= 4 x 5
1	Transceiver Radio Communication System	(Insert country of origin of the Goods)	1 (One Set)	(Insert CIP unit price with breakup of elements of insurance)	(Insert the corresponding unit price)
				Total Amount	



**Notes:**

Columns 5: Incoterms in accordance with ITB 14  
Currency in accordance with ITB 15

Column 6: For Evaluation purposes, the cost associated with customs clearance, taxes and duties paid will not be considered. For CIP, clear cost breakdown needs to be provided to list the customs clearing fees, tax and duties paid, etc.

Name \_\_\_\_\_

In the capacity of \_\_\_\_\_

Signed \_\_\_\_\_

Duly authorized to sign the Bid for and on behalf of \_\_\_\_\_

Date \_\_\_\_\_



**Price Schedule for Related Services  
to Be Offered  
from Outside and Within the Purchaser's Country**

Name of Bidder \_\_\_\_\_ IFB Number \_\_\_\_\_ Page \_\_\_\_ of \_\_\_\_

Item No.	Description	Country of Origin	Quantity and Unit of Measurement	Unit Price		Total Price per Item		Delivery date as defined in Schedule 6
				(a)	(b)	(a)	(b)	
				Foreign Currency	Local Currency	Foreign Currency	Local Currency	
1	2	3	4	5(a)	5(b)	6(a) = 4 x 5(a)	6(b) = 4 x 5(b)	
1	Transceiver Radio Communication System	(Insert country of origin of the Goods)	(Insert number of units to be supplied and name of the physical unit)	(Insert the name of the Currency)	(Ngultrum)	(Insert the name of the Currency)	(Ngultrum)	(Insert Delivery date)
<b>Total Amount</b>								



**Notes:**

Columns 5 and 6: Currencies in accordance with ITB 15

1. Prices are to be quoted inclusive of all customs duties, GST/sales and other similar taxes applicable in the Purchaser's country and payable on the Related Services, if the Contract is awarded to the Bidder

2. Costs for Inland transportation, Insurance and other incidental costs for delivery of the Goods and Spares from the EXW premises, or port of entry, or border point to Project site as defined in Section 6 (Schedule of Supply), shall be quoted separate items under this Schedule.

Name \_\_\_\_\_

In the capacity of \_\_\_\_\_

Signed \_\_\_\_\_

Duly authorized to sign the Bid for and on behalf of \_\_\_\_\_

Date \_\_\_\_\_



**PRICE SCHEDULE****Supply of Spares**

A complete list of spare parts as required for initial 5 years of operation with quantity, unit price and total amount to be paid by the employer shall be given in the following format. Indicative list of spare parts to be supplied along with Transceiver Radio Communication System should be listed by the bidder and quote rates accordingly.

Lot No.	Description	Qty	Manufacturer's Name and Model Number	Country of Origin	CIP price (In USD / Nu)					
					Currency		Unit rate quoted		Total amount quoted	
					In Figure	In Words	In Figures	In Words	In Words	In Figures
	List of spares									
<b>Grand Total</b>										

**Note:** - (Insert CIP unit price with breakup of elements of duties).





**Schedule of Prices for Comprehensive Annual Maintenance Contract (AMC)**  
**(OPTIONAL)**

Sr. No.	Year	AMC Charge (In USD/Nu.)		
		Currency	In Figures	In Words
1	Second Year			
2	Third Year			
	<b>TOTAL</b>			

**Note:**

1. The purchaser, at their sole discretion, may enter into the contract for AMC for one or more years, commencing from the second year on the basis of the rates mentioned above.
2. This AMC cost, however, shall not be considered for a purpose evaluation.



## Bid Security Bank Guarantee

*[insert bank's name, and address of issuing branch or office]*<sup>3</sup>

**Beneficiary:** *[insert name and address of the purchaser]*

**Date:** *[insert date (as day, month, and year)]*

**Bid Security No.:** *[insert number]*

We have been informed that . . . . . *[insert name of the bidder]* . . . . . (hereinafter called "the Bidder") has submitted to you its bid dated . . . . . *[insert date (as day, month, and year)]* . . . . . (hereinafter called "the Bid") for the execution of . . . . . *[insert name of contract]* . . . . . under Invitation for Bids No. . . . . *[insert IFB number]* . . . . . ("the IFB").

Furthermore, we understand that, according to your conditions, bids must be supported by a bid guarantee.

At the request of the Bidder, we . . . . . *[insert name of bank]* . . . . . hereby irrevocably undertake to pay you any sum or sums not exceeding in total an amount of . . . . . *[insert amount in words][insert amount in figures]* . . . . . upon receipt by us of your first demand in writing accompanied by a written statement stating that the Bidder is in breach of its obligation(s) under the bid conditions, because the Bidder

- (a) has withdrawn its Bid during the period of bid validity specified by the Bidder in the Technical Bid Submission Sheet and Price Bid Submission Sheet; or
- (b) does not accept the correction of errors in accordance with the Instructions to Bidders (hereinafter "the ITB"); or
- (c) having been notified of the acceptance of its Bid by the Purchaser during the period of bid validity, (i) fails or refuses to execute the Contract Agreement; or (ii) fails or refuses to furnish the Performance Security, in accordance with the ITB.

This guarantee will expire: (a) if the Bidder is the successful Bidder, upon our receipt of copies of the Contract Agreement signed by the Bidder and the Performance Security issued to you upon the instruction of the Bidder; or (b) if the Bidder is not the successful Bidder, upon the earlier of (i) our receipt of a copy of your notification to the Bidder of the name of the successful Bidder, or (ii) 28 days after the expiration of the Bidder's bid.

Consequently, any demand for payment under this guarantee must be received by us at the office on or before that date.

This guarantee is subject to the Uniform Rules for Demand Guarantees, ICC Publication No. 458.<sup>4</sup>

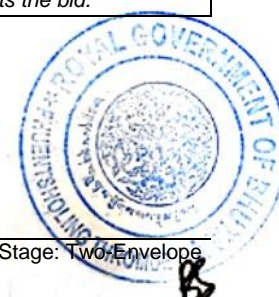
. . . . . *Authorized signature(s) and bank's seal (where appropriate)* . . . . .

**-- Note --**

*In case of a joint venture, the bid security must be in the name of all partners to the joint venture that submits the bid.*

<sup>3</sup> All italicized text is for use in preparing this form and shall be deleted from the final document.

<sup>4</sup> Or 758 as applicable.



## Bid-Securing Declaration

Date: *[insert date (as day, month, and year)]*

ICB No.: *[insert number of bidding process]*

Alternative No.: *[insert identification No if this is a bid for an alternative]*

To: *[insert complete name of the purchaser]*

We, the undersigned, declare that:

We understand that, according to your conditions, bids must be supported by a Bid-Securing Declaration.

We accept that we will automatically be suspended from being eligible for bidding in any contract with the Borrower for the period of time of . . . . . *[insert number of years indicated in ITB 21.2 of the BDS]* . . . . . starting on the date that we receive a notification from the Purchaser that our Bid-Securing Declaration is executed, if we are in breach of our obligation(s) under the bid conditions, because we

- (a) have withdrawn our Bid during the period of bid validity specified in the Technical Bid Submission Sheet and Price Bid Submission Sheet; or
- (b) do not accept the correction of errors in accordance with the Instructions to Bidders (hereinafter "the ITB")
- (c) having been notified of the acceptance of our Bid by the Purchaser during the period of bid validity, (i) fail or refuse to execute the Contract Agreement, if required, or (ii) fail or refuse to furnish the Performance Security, in accordance with the ITB.

We understand this Bid-Securing Declaration shall expire if we are not the successful Bidder, upon the earlier of (i) our receipt of your notification to us of the name of the successful Bidder, or (ii) 28 days after the expiration of our Bid.

Signed: *[insert signature of person whose name and capacity are shown]*

In the capacity of *[insert legal capacity of person signing the Bid-Securing Declaration]*

Name: *[insert complete name of person signing the Bid-Securing Declaration]*

Duly authorized to sign the bid for and on behalf of *[insert complete name of the bidder]*

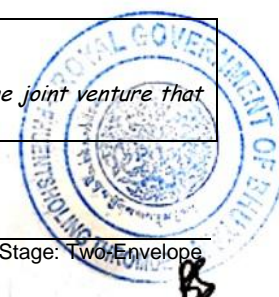
Dated on \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ *[insert date of signing]*

Corporate Seal *(where appropriate)*

### **-- Note --**

*All italicized text is for use in preparing this form and shall be deleted from the final document.*

*In case of a joint venture, the Bid-Securing Declaration must be in the name of all partners to the joint venture that submits the bid.*



## Manufacturer's Authorization

Date: ..... *[insert date (as day, month, and year) of bid submission]* .....

NCB No.: ..... *[insert number of bidding process]* .....

To: ..... *[insert complete name of the purchaser]* .....

### WHEREAS

We ..... *[insert complete name of the manufacturer]* ....., who are official manufacturers of ..... *[insert type of goods manufactured]* ....., having factories at ..... *[insert full address of manufacturer's factories]* ....., do hereby authorize ..... *[insert complete name of the bidder]* ..... to submit a bid the purpose of which is to provide the following goods, manufactured by us ..... *[insert name and/or brief description of the goods]* ....., and to subsequently negotiate and sign the Contract.

We hereby extend our full guarantee and warranty in accordance with Clause 28 of the General Conditions, with respect to the goods offered by the above firm.

Signed: *[insert signature(s) of authorized representative(s) of the manufacturer]*

Name: *[insert complete name(s) of authorized representative(s) of the manufacturer]*

Title: *[insert title]*

Duly authorized to sign this Authorization on behalf of *[insert complete name of the manufacturer]*

Dated on \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ *[insert date of signing]*

### -- Note --

*All italicized text is for use in preparing this form and shall be deleted from the final document.  
The bidder shall require the manufacturer to fill out this form in accordance with the instructions indicated. This letter of authorization should be signed by a person with the proper authority to sign documents that are binding on the manufacturer. The bidder shall include it in its bid, if so indicated in the Bid Data Sheet (BDS).*



## DECLARATION

*(To be typed and printed on the Supplier's Official letter head)*

Date.....

.....  
.....  
.....  
.....

Sir/ Madam,

Ref.: Invitation for Bids No:----- dated-----

We ..... hereby confirm and declare that we have not engaged and will not engage any individual or firm, whether Bhutan or foreign whatsoever, to intercede, facilitate or in any way recommend to the Government of Bhutan or any of its functionaries, whether officially or unofficially, for the award of contract to us, nor any amount has been paid, promised or intended to be paid to any such individual or firm in respect of any such intercession, facilitation or recommendation notwithstanding the fact that the bid is submitted through our Authorized Dealer (AD) or Distributor (D).

Signed: *[Insert signature (s) of authorized representative(s) of the manufacturer]*

Name: *[Insert complete name (s) of authorized representative(s) of the manufacturer].*

Title: *[insert title]*

Duly authorized to sign this Authorization on behalf of *[insert complete name of the manufacturer]*

Dated on \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ *[insert date of signing]*



## INTEGRITY PACT

### 1 General:

Whereas *(Name of head of the procuring agency or his/her authorized representative, with power of attorney)* representing the *(Name of procuring agency)*, Royal Government of Bhutan, hereinafter referred to as the “**Employer**” on one part, and *(Name of bidder or his/her authorized representative, with power of attorney)* representing M/s. *(Name of firm)*, hereinafter referred to as the “**Bidder**” on the other part hereby execute this agreement as follows:

This agreement shall be a part of the standard bidding document, which shall be signed by both the parties at the time of purchase of bidding documents and submitted along with the tender document. This IP is applicable only to “large” scale works, goods and services, the threshold of which will be announced by the government from time to time. The signing of the IP shall not apply to framework contracting such as annual office supplies etc.

### 2 Objectives:

Whereas, the Employer and the Bidder agree to enter into this agreement, hereinafter referred to as IP, to avoid all forms of corruption or deceptive practice by following a system that is fair, transparent and free from any influence/unprejudiced dealings in the **bidding process**<sup>5</sup> and **contract administration**<sup>6</sup>, with a view to:

- 2.1 Enabling the Employer to obtain the desired contract at a reasonable and competitive price in conformity to the defined specifications of the works or goods or services; and
- 2.2 Enabling bidders to abstain from bribing or any corrupt practice in order to secure the contract by providing assurance to them that their competitors will also refrain from bribing and other corrupt practices.

### 3. Scope:

The validity of this IP shall cover the bidding process and contract administration period.

### 4. Commitments of the Employer:

The Employer Commits itself to the following:-

- 4.1 The Employer hereby undertakes that no officials of the Employer, connected directly or indirectly with the contract, will demand, take a promise for or accept, directly or through intermediaries, any bribe, consideration, gift, reward, favor or any material or immaterial benefit or any other advantage from the Bidder, either for themselves or for any person, organization or third party related to the contract in exchange for an advantage in the bidding process and contract administration.
- 4.2 The Employer further confirms that its officials shall not favor any prospective bidder in any form that could afford an undue advantage to that particular bidder in the bidding process and contract administration and will treat all Bidders alike.

<sup>5</sup> Bidding process, for the purpose of this IP, shall mean the procedures covering tendering process starting from bid preparation, bid submission, bid processing, and bid evaluation.

<sup>6</sup> Contract administration, for the purpose of this IP, shall mean contract award, contract implementation, un-authorized sub-contracting and contract handing/taking over.



- 4.3 Officials of the Employer, who may have observed or noticed or have reasonable suspicion shall report to the head of the employing agency or an appropriate government office any violation or attempted violation of clauses 4.1 and 4.2.
- 4.4 Following report on violation of clauses 4.1 and 4.2 by official (s), through any source, necessary disciplinary proceedings, or any other action as deemed fit, including criminal proceedings shall be initiated by the Employer and such a person shall be debarred from further dealings related to the bidding process and contract administration.

## **5. Commitments of Bidders**

The Bidder commits himself/herself to take all measures necessary to prevent corrupt practices, unfair means and illegal activities during any stage of the bidding process and contract administration in order to secure the contract or in furtherance to secure it and in particular commits himself/herself to the following :-

- 5.1 The Bidder shall not offer, directly or through intermediaries, any bribe, gift, consideration, reward, favor, any material or immaterial benefit or other advantage, commission, fees, brokerage or inducement to any official of the Employer, connected directly or indirectly with the bidding process and contract administration, or to any person, organization or third party related to the contract in exchange for any advantage in the bidding process and contract administration.
- 5.2 The Bidder shall not collude with other parties interested in the contract to manipulate in whatsoever form or manner, the bidding process and contract administration.
- 5.3 If the bidder(s) have observed or noticed or have reasonable suspicion that the provisions of the IP have been violated by the procuring agency or other bidders, the bidder shall report such violations to the head of the procuring agency.

## **6. Sanctions for Violation:**

The breach of any of the aforesaid provisions shall result in administrative charges or penal actions as per the relevant rules and laws.

- 6.1 The breach of the IP or commission of any offence (forgery, providing false information, misrepresentation, providing false/fake documents, bid rigging, bid steering or coercion) by the Bidder, or any one employed by him, or acting on his/her behalf (whether with or without the knowledge of the Bidder), shall be dealt with as per the terms and conditions of the contract and other provisions of the relevant laws, including De-barment Rules.
- 6.2 The breach of the IP or commission of any offence by the officials of the procuring agency shall be dealt with as per the rules and laws of the land in vogue.

## **7. Monitoring and Administration:**

- 7.1 The respective procuring agency shall be responsible for administration and monitoring of the IP as per the relevant laws.
- 7.2 The bidder shall have the right to appeal as per the arbitration mechanism contained in the relevant rules.



We, hereby declare that we have read and understood the clauses of this agreement and shall abide by it.

The parties hereby sign this Integrity Pact at *(place)* \_\_\_\_\_ on *(date)* \_\_\_\_\_

Affix  
Legal  
Stamp

Affix  
Legal  
Stamp

EMPLOYER

BIDDER/REPRESENTATIVE

CID : 

--	--	--	--	--	--	--	--	--	--

CID : 

--	--	--	--	--	--	--	--	--	--

Witness: \_\_\_\_\_

Witness: \_\_\_\_\_

Name:

Name:

CID : 

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CID : 

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## Section 5 - Eligible Countries

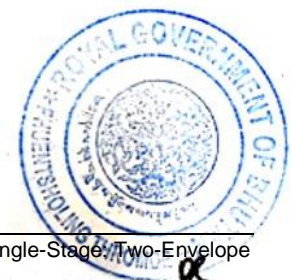
This Section contains the list of eligible countries.

### Regional Members

Afghanistan	Mongolia
Armenia	Myanmar
Australia	Nauru
Azerbaijan	Nepal
Bangladesh	New Zealand
Bhutan	Niue
Brunei Darussalam	Pakistan
Cambodia	Palau
China, People's Republic of	Papua New Guinea
Cook Islands	Philippines
Fiji	Samoa
Georgia	Singapore
Hong Kong, China	Solomon Islands
India	Sri Lanka
Indonesia	Taipei, China
Japan	Tajikistan
Kazakhstan	Thailand
Kiribati	Timor-Leste
Korea, Republic of	Tonga
Kyrgyz Republic	Turkmenistan
Lao People's Democratic Republic	Tuvalu
Malaysia	Uzbekistan
Maldives	Vanuatu
Marshall Islands	Viet Nam
Micronesia, Federated States of	

### Nonregional members

Austria	The Netherlands
Belgium	Norway
Canada	Portugal
Denmark	Spain
Finland	Sweden
France	Switzerland
Germany	Turkey
Ireland	United Kingdom
Italy	United States
Luxembourg	



## Section 6 - Schedule of Supply

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## Notes for preparing the Schedule of Supply

The Schedule of Supply is included in the Bidding Documents by the Purchaser covering, at a minimum, description of the Goods and Services to be supplied and the delivery schedule.

The objective of the Schedule of Supply is to provide sufficient information to enable Bidders to prepare their Bids efficiently and accurately, in particular the Price Schedule, for which a form is provided in Section 4. In addition, the Schedule of Supply, together with the Price Schedule, should serve as a basis in the event of quantity variation at the time of award of Contract pursuant to ITB Clause 44.

The date or period for delivery is specified, taking into account (a) the implications of delivery terms stipulated in the Instructions to Bidders pursuant to the Incoterms rules (i.e., EXW; or CIF, CIP, FOB, FCA where “delivery” takes place when the Goods are delivered to the carriers), and (b) the date prescribed herein from which the Purchaser’s delivery obligations start (i.e. notice of award, contract signature, opening or confirmation of the letter of credit).



# 1. List of Goods and Delivery Schedule

SI No.	Description of Goods	Quantity	Physical Unit	Final Destination	Delivery Period
1	Transceiver Radio Communication System	1	Set	Land Customs Station, Ahlay, Pasakha, Bhutan	4 Months

SI No.	Description of Goods	Quantity	Physical Unit	Final (Project Site Destination as specified in BDS)	Delivery date	
					Earliest Delivery Date	Latest Delivery Date
1	Transceiver Radio Communication System	1	Set	Land Customs Station, Ahlay, Pasakha, Bhutan	The Bidders have to filled up this information duly supported by a Bar Chart	



## 2. Technical Specifications

### **General: -**

The Goods and Related Services shall comply with the Technical Specifications and Standards specified hereunder. The Bidder shall insert detailed Technical Specifications and Standards, wherever necessary and shall prepare a table to justify compliance with the requirements.

The purpose of the Technical Specifications (TS) is to define the technical characteristic of the Goods and Related Services required by the Purchaser. The Purchaser has furnished detailed TS taking into account that:

- The TS constitute the benchmarks against which the Purchaser will verify the technical responsiveness of Bids and subsequently evaluate the Bids. These TS will also facilitate preparation of responsive Bids by Bidders, as well as examination evaluation and comparison of the Bids by the Purchaser.
- The TS shall require that all goods and materials to be incorporated in the Goods be new, unused, of the most recent or current models and those they incorporate all recent improvements in design and materials, unless provided for otherwise in the Contract.
- Technical Specifications is drafted in a generic way and broad enough to avoid restrictions and workmanship, materials and equipment commonly used in manufacturing similar kinds of Goods.
- Standard for equipment, materials and workmanship specified in the Bidding Documents are not restrictive. The Bidders are free to specify the recognized international standards as much as possible. However, the item description of equivalent or higher should always be followed by the Bidder while submitting their offer. Notwithstanding the fact that particular standards or codes of practice are referred to in the TS the Bidder shall submit a statement to the effect that other authorities standards that ensure at least a substantially equal quality only offered.
- Technical Specifications is only an indicative of the requirements. However, while submitting the offer, the Bidder shall consider in respect of, but not limited to, the following:
  - 1) Standards of materials and workmanship required for the production and manufacturing of the Goods.
  - 2) Detailed test required (type and number).
  - 3) Other additional work and/or related services required to achieve full delivery/completion.
  - 4) Detailed activities to be performed by the Supplier, and participation of the Purchaser therein.
  - 5) List of detailed functional guarantees covered by the Warranty and the specification of the liquidated damages to be applied in the event that such guarantees are not met.

The Purchaser requests that the Bidder to provide in its Bid a part or all of the Technical Specifications, technical schedules or other technical information including the nature and extent of the required information.



## ATTACHMENT I

## TRANSCEIVER RADIO COMMUNICATION SYSTEM

## VHF Digital Portable Radio, 1000Channels, 5W, With GPS/ Bluetooth, Full Keypad, Antenna

1.	Equipment	VHF Digital Portable Radio, 1000Channels, 5W, With GPS/ Bluetooth, Full Keypad, Antenna
2.	Purpose	For Medium/Long range communication between Mini Dry Port (MDP) and Allay Land Custom Stations (ALCS) operational area and establishments. The offered sets must be a proven one and suitable for use in a tropical environment.
3.	Country of Origin and Manufacture	ADB member countries as stated in Section 5 of the Bidding Documents.
4.	Year of Manufacture	2018
5.	Quantity	1 set of Transceiver Radio Communication System
6.	Specification	1000 channels – One for Land Customs Station with 20 Transceivers plus repeater system. (The General Specification of the transceiver is annexed).  Cost of Installation to be included in one set to be provided at Land Customs Station.
7.	Scope of Supply	The Equipment for each HF Transceiver (100 Watt) set are to be supplied fulfilling the technical specifications and complete in all respect with all required standard accessories and attachment (i.e RF Unit, Junction Box, Handset, Cable CIB I/F, Voice Encryptor, Speaker, Headphones, Morse Key, Desk Console, Tcwr Supply, Cable kit, Earth Wire, Tuner, Lightning Arrestor, RG213 Connector, Whip Antenna etc) which are required to obtain 100% performance of the sets whether it mentioned in the Specification or not. High quality co-axial feeder cable and control cable (35 mtrs each) with minimum attenuation (approx 1 watt/10 mtr) is to be supplied with each set. A list of offered standard accessories is to be attached with the offer.
9.	Installation	To be installed by the supplier at their own cost. Supplier is to provide adequate length of cable and other accessories for smooth installation and operation.
10.	Installation Materials	Standard installation materials whether mentioned above or not are to be provided. Supplier is to ensure that all necessary material is provided for smooth installation.
11.	Spares support	Supplier is to guarantee supply of spares for at least 5 years at a reasonable price (Not beyond the normal inflation rate).
12.	Training	6 customs personnel are to be trained for 1 week at supplier's cost on operation and maintenance at the installation site. Details to be mentioned with the offer.
13.	Tools/Test Equipment.	Special Tools Test Equipment/kits necessary for maintenance/repair to be included in the offer and separate list to be furnished.
14.	Optional Items	Accessories required to enhance capabilities of the equipment may be quoted separately.



15.	Manual	One Maintenance and One Operators manual in original to be provided with each set. Photocopy will not be accepted.
16.	Brochure/Catalogue.	Original Brochure/Catalogue is to be provided with the offer.
17.	Warranty	Minimum one year from the date of Final Acceptance.
18.	Commissioning	Upon installation the set will be operated and acceptance will be given after satisfactory performance. The Wire aerial should be installed by 2 (Two) in no 40 ft GI pipe Mast provided at suppliers cost.
19.	Qualification of Bidder (Principal) and Certificate/Document of Authentication	The bidder (Principal) should either be the manufacturer of the Communication sets or an authorized dealer/agent of the manufacturer. The bidder (Principal) must provide the following certificate(s) with the offer/quotation as to the reliability of the source in order to establish chain of links from the original source regarding the supply of the items.
	a. One certificate	One certificate of authentication by the manufacturer of the Communication sets in favor of the bidder (principal), in case of the manufacturer as the direct source of the bidder (principal), or
	b. Two certificates of authentication	One by the manufacturer of the Communication sets in favor of its authorized dealer/agent, and the other by the authorized dealer/agent of the manufacturer in favor of the bidder (principal), in case of the authorized dealer/agent of the manufacturer as the immediate source of the bidder (principal), or
	c. Three certificates of authentication	First one by the manufacturer of the Communication sets in favor of its authorized dealer/agent, the second one by the authorized dealer/agent of the manufacturer in favor of its authorized dealer/sub-agent and the third one by authorized dealer/sub-agent of the authorized dealer/agent of the manufacturer in favor of the bidder (principal), in case of the authorized dealer/sub-agent of the authorized dealer/agent of the manufacturer as the immediate source of the bidder (principal).
	d. -	In addition to the above certificates, the bidder (principal) is to provide a certificate, declaring that the Bhutanese company, acting locally on its behalf for the project, is its local agent in Bhutan and is authorized to act on its behalf as local agent for the project.
	e. -	The bidder (principal) is also to provide a certificate (in original) from the Manufacturer, declaring that the quoted Communication sets along with all accessories of the offered package will be brand new and of latest production range.
20.	Optional Spares	A list of spare modules/components as recommended by the manufacturer (showing item wise price and recommended quantity) is to be included with the offer.



**ANNEX TO ATTACHMENT I****General Specifications: – Transceiver Radio Communication System.**

VHF Digital Portable Radio, 1000 Channels, 5W, With GPS/Bluetooth, Full Keypad, Antenna

<b>RECEIVER</b>			
	<b>VHF</b>	<b>UHF</b>	<b>300MHz<sup>3</sup></b>
Frequencies	136 174 MHz	403 527 MHz	300-360 MHz 350-400 MHz
Channel Spacing	12.5/20/25kHz		
Frequency Stability	+/- 0.5 ppm		
Analogue Sensitivity	0.3 µV (12dB SINAD) 0.22 µV(Typical)(12dB SINAD)		
Digital Sensitivity	5% BER 0.25µV 0.19µV (Typical)		
Intermodulation (TIA603D)	70 dB		
Adjacent Channel Selectivity (TIA603A)-1T	60dB @ 12.5 kHz / 70 dB @ 20/25kHz		
Adjacent Channel Selectivity (TIA603D)-2T	45dB @ 12.5 kHz / 70 dB @ 20/25kHz		
Spurious Rejection (TIA603D)	70 dB		
Rated Audio	0.5w		
Audio Distortion @ Rated Audio	5% (3% typical)		
Num and Noise	-40dB@12.5kHz/-45dB@20/25kHz		
Audio Response	TIA603D		
Conducted Spurious Emission (TIA603D)	-57dBm		
<b>BATTERY</b>			
Average Battery Life	5/5/90		
NiMH (1400mAh) Battery	Analogue: 6.7hrs/Digital: 9.8 hrs		
Li-ion (1400mAh) Battery	Analogue: 9hrs/Digital: 11.5hrs		
IMPRES Li-ion Slim (1650mAh) battery	Analogue: 7.7hrs/Digital:11.3hrs		
IMPRES Hi-cap Li-ion (2250mAh) battery	Analogue: 11.1hrs/Digital:16.2hrs		
IMPRES Hi-cap Li-ion (2350mAh) battery	Analogue: 11.9hrs/Digital:17.3hrs		
IMPRES Hi-cap Li-ion (2000mAh) battery	Analogue: 18hrs/Digital:23.5hrs		
<b>TRANSMITTER</b>			
	<b>VHF</b>	<b>UHF</b>	<b>300MHz</b>
Frequencies	136 174 MHz	403 527 MHz	300-360 MHz 350-400 MHz
Channel Spacing (-30°C, +25°C B++)	12.5/20/25kHz		
Frequency Stability (-30°C, +60°C, +25°C, B++)	+- 0.5 ppm		
Low Power Output	1W		
High Power Output	5W	4W	4W
Modulation Limiting	+-2.5kHz@12.5kHz / 14.0kHz @ 20kHz / +- 5.0 kHz @ 25kHz		
FM Hum and Noise	-1UdB @ 12.5kHz / -15dB @ 20/25kHz		
Conducted / Radiated Emission	-36 dBm<1GHz / -30 dBm > 1GHz		
Adjacent Channel Power	60dB @ 12.5kHz / 70dB @ 20/25kHz		
Audio Response	TIA603D		
Audio Distortion	3%		
4FSK Digital Modulation	12.5kHz Data: 7K60F1D & 7K60FXD		
	12.5kHz Voice: 7K60F1E & 7K60FXE		
	Combination of 12.5kHz Voice & Data: 7K60F1W		

B



## Drawings

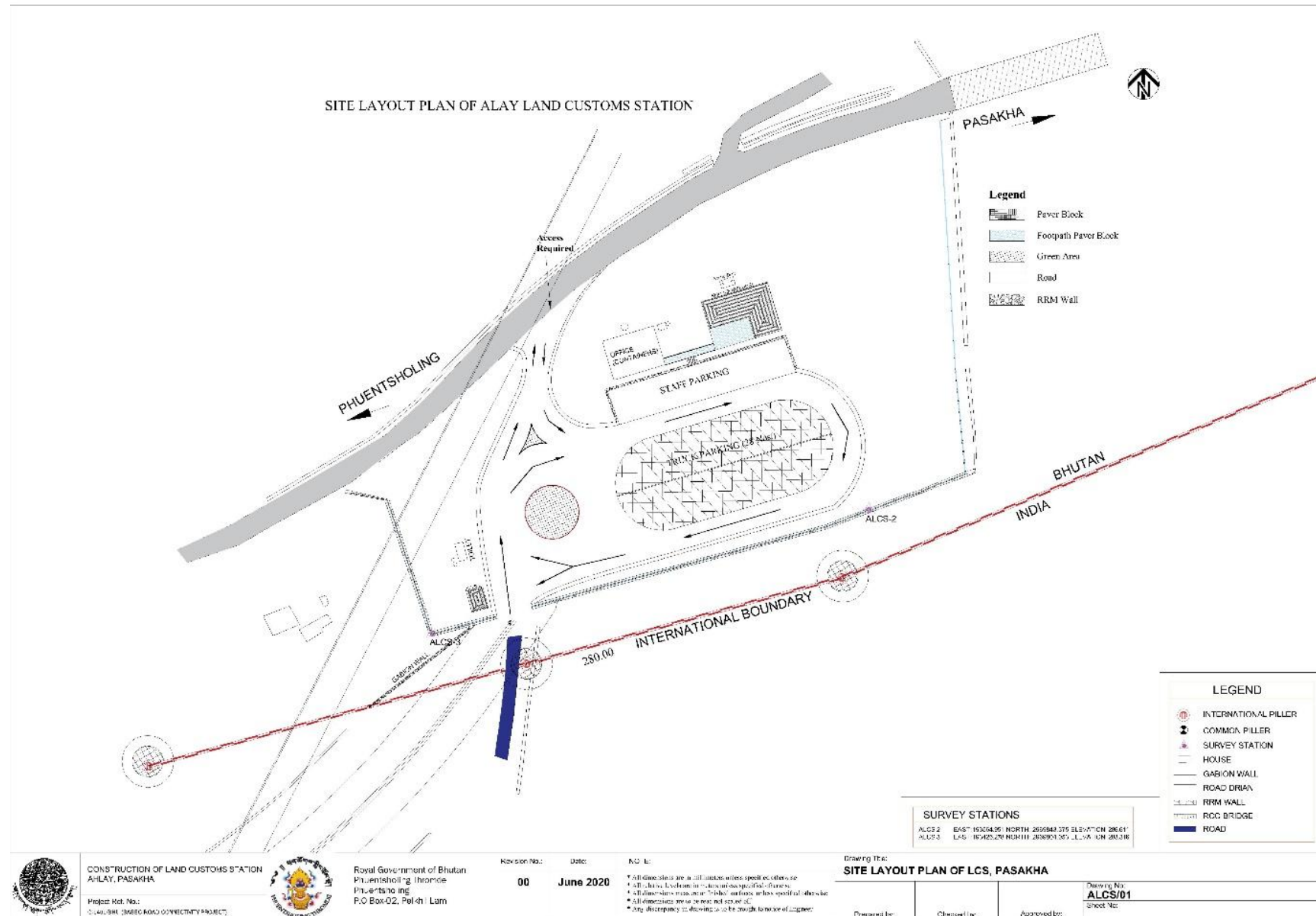
1	Location Map of Land Customs Station
2	Layout Plan for Land Customs Station



## LOCATION MAP OF LAND CUSTOMS STATION



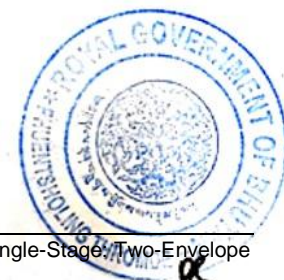
## LAYOUT PLAN FOR LAND CUSTOMS STATION



# Section 7 - General Conditions of Contract

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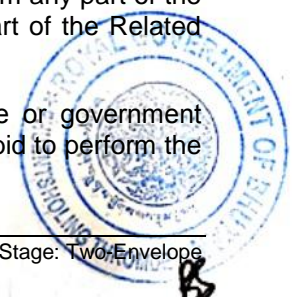




**1. Definitions**

1.1 The following words and expressions shall have the meanings hereby assigned to them:

- (a) "Contract" means the Agreement entered into between the Purchaser and the Supplier, together with the Contract Documents referred to therein, including all attachments, appendixes, and all documents incorporated by reference therein.
- (b) "Contract Documents" means the documents listed in the Agreement, including any amendments thereto.
- (c) "Contract Price" means the price payable to the Supplier as specified in the Agreement, subject to such additions and adjustments thereto or deductions therefrom, as may be made pursuant to the Contract.
- (d) "Day" means calendar day.
- (e) "Delivery" means the transfer of the Goods from the Supplier to the Purchaser in accordance with the terms and conditions set forth in the Contract.
- (f) "Completion" means the fulfillment of the Related Services by the Supplier in accordance with the terms and conditions set forth in the Contract.
- (g) "Eligible Countries" means the countries and territories eligible as listed in Section 5.
- (h) "GCC" means the General Conditions of Contract.
- (i) "Goods" means all of the commodities, raw material, machinery and equipment, and/or other materials that the Supplier is required to supply to the Purchaser under the Contract.
- (j) "Purchaser's Country" is the country specified in the Special Conditions of Contract (SCC).
- (k) "Purchaser" means the entity purchasing the Goods and Related Services, as specified in the SCC.
- (l) "Related Services" means the services incidental to the supply of the goods, such as insurance, installation, training and initial maintenance and other similar obligations of the Supplier under the Contract.
- (m) "SCC" means the Special Conditions of Contract.
- (n) "Subcontractor" means any natural person, private or government entity, or a combination of the above, including its legal successors or permitted assigns, to whom any part of the Goods to be supplied or execution of any part of the Related Services is subcontracted by the Supplier.
- (o) "Supplier" means the natural person, private or government entity, or a combination of the above, whose bid to perform the



Contract has been accepted by the Purchaser and is named as such in the Agreement, and includes the legal successors or permitted assigns of the Supplier.

(p) "ADB" is the Asian Development Bank.

(q) "The Site," where applicable, means the place named in the SCC.

**2. Contract Documents**

2.1 Subject to the order of precedence set forth in the Agreement, all documents forming the Contract (and all parts thereof) are intended to be correlative, complementary, and mutually explanatory.

**3. Fraud and Corruption**

3.1 ADB's Anticorruption Policy requires Borrowers (including beneficiaries of ADB-financed activity), as well as Bidders, Suppliers, and Contractors under ADB-financed contracts, observe the highest standard of ethics during the procurement and execution of such contracts. In pursuance of this policy, ADB

(a) defines, for the purposes of this provision, the terms set forth below as follows:

(i) "corrupt practice" means the offering, giving, receiving, or soliciting, directly or indirectly, anything of value to influence improperly the actions of another party;

(ii) "fraudulent practice" means any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation;

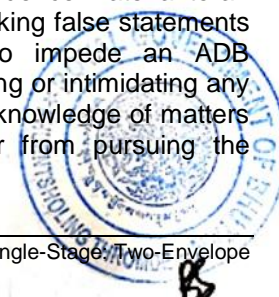
(iii) "coercive practice" means impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence improperly the actions of a party;

(iv) "collusive practice" means an arrangement between two or more parties designed to achieve an improper purpose, including influencing improperly the actions of another party;

(v) "abuse" means theft, waste or improper use of assets related to ADB-related activity, either committed intentionally or through reckless disregard;

(vi) "conflict of interest" means any situation in which a party has interests that could improperly influence that party's performance of official duties or responsibilities, contractual obligations, or compliance with applicable laws and regulations;

(vii) "obstructive practice" means (a) deliberately destroying, falsifying, altering or concealing of evidence material to an ADB investigation, or deliberately making false statements to investigators, with the intent to impede an ADB investigation; (b) threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to a Bank investigation or from pursuing the



investigation; or (c) deliberate acts intended to impede the exercise of ADB's contractual rights of audit or inspection or access to information; and

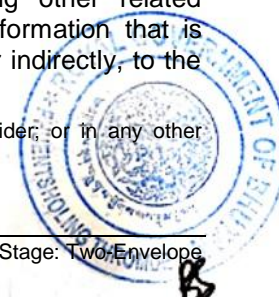
(viii) "integrity violation" is any act, as defined under ADB's Integrity Principles and Guidelines, which violates ADB's Anticorruption Policy, including (i) to (vii) above and the following: abuse, conflict of interest, violations of ADB sanctions, retaliation against whistleblowers or witnesses, and other violations of ADB's Anticorruption Policy, including failure to adhere to the highest ethical standard.

- (b) will reject a proposal for award if it determines that the Bidder recommended for award has, directly or through an agent, engaged in corrupt, fraudulent, collusive, coercive, or obstructive practices or other integrity violations in competing for the Contract;
- (c) will cancel the portion of the financing allocated to a contract if it determines at any time that representatives of the borrower or of a beneficiary of ADB-financing engaged in corrupt, fraudulent, collusive, coercive, or obstructive practices or other integrity violations during the procurement or the execution of that contract, without the borrower having taken timely and appropriate action satisfactory to ADB to remedy the situation; and
- (d) will impose remedial actions on a firm or an individual, at any time, in accordance with ADB's Anticorruption Policy and Integrity Principles and Guidelines (both as amended from time to time), including declaring ineligible, either indefinitely or for a stated period of time, to participate<sup>1</sup> in ADB-financed, -administered, or -supported activities or to benefit from an ADB-financed, -administered, or -supported contract, financially or otherwise, if it at any time determines that the firm or individual has, directly or through an agent, engaged in corrupt, fraudulent, collusive, coercive, or obstructive practices or other integrity violations.

3.2 All Bidders, consultants, contractors, suppliers and other third parties engaged or involved in ADB-related activities have a duty to cooperate fully in any screening or investigation when requested by ADB to do so. Such cooperation includes, but is not limited to, the following:

- (a) being available to be interviewed and replying fully and truthfully to all questions asked;
- (b) providing ADB with any items requested that are within the party's control including, but not limited to, documents and other physical objects;
- (c) upon written request by ADB, authorizing other related entities to release directly to ADB such information that is specifically and materially related, directly or indirectly, to the

<sup>1</sup> Whether as a Contractor, Subcontractor, Consultant, Manufacturer or Supplier, or Service Provider; or in any other capacity (different names are used depending on the particular Bidding Document).



said entities or issues which are the subject of the investigation;

- (d) cooperating with all reasonable requests to search or physically inspect their person and/or work areas, including files, electronic databases, and personal property used on ADB activities, or that utilizes ADB's ICT resources or systems (including mobile phones, personal electronic devices, and electronic storage devices such as external disk drives);
- (e) cooperating in any testing requested by ADB, including but not limited to, fingerprint identification, handwriting analysis, and physical examination and analysis; and
- (f) preserving and protecting confidentiality of all information discussed with, and as required by, ADB.

3.3 All Bidders, consultants, contractors and suppliers shall ensure that, in its contract with its sub-consultants, sub-contractors and other third parties engaged or involved in ADB-related activities, such sub-consultants, sub-contractors and other third parties similarly undertake the foregoing duty to cooperate fully in any screening or investigation when requested by ADB to do so.

3.4 The Supplier shall permit ADB to inspect the Supplier's accounts and records relating to the performance of the Supplier and to have them audited by auditors appointed by ADB, if so required by ADB."

#### 4. Interpretation

4.1 If the context so requires it, singular means plural and vice versa.

##### 4.2 Incoterms

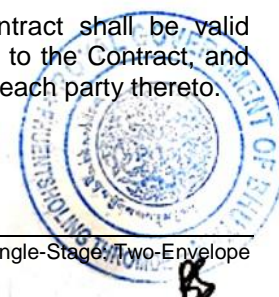
- (a) The meaning of any trade term and the rights and obligations of parties thereunder shall be as prescribed by Incoterms.
- (b) EXW, CIF, CIP, and other similar terms, shall be governed by the rules prescribed in the current edition of Incoterms, published by the International Chamber of Commerce at the date of the Invitation for Bids or as specified in the SCC.

##### 4.3 Entire Agreement

The Contract constitutes the entire agreement between the Purchaser and the Supplier and supersedes all communications, negotiations, and agreements (whether written or oral) of parties with respect thereto made prior to the date of Contract.

##### 4.4 Amendment

No amendment or other variation of the Contract shall be valid unless it is in writing, is dated, expressly refers to the Contract, and is signed by a duly authorized representative of each party thereto.





#### 4.5 Nonwaiver

- (a) Subject to GCC Subclause 4.5(b) below, no relaxation, forbearance, delay, or indulgence by either party in enforcing any of the terms and conditions of the Contract or the granting of time by either party to the other shall prejudice, affect, or restrict the rights of that party under the Contract, neither shall any waiver by either party of any breach of Contract operate as waiver of any subsequent or continuing breach of Contract.
- (b) Any waiver of a party's rights, powers, or remedies under the Contract must be in writing, dated, and signed by an authorized representative of the party granting such waiver, and must specify the right and the extent to which it is being waived.

#### 4.6 Severability

If any provision or condition of the Contract is prohibited or rendered invalid or unenforceable, such prohibition, invalidity or unenforceability shall not affect the validity or enforceability of any other provisions and conditions of the Contract.

### 5. Language

- 5.1 The Contract as well as all correspondence and documents relating to the Contract exchanged by the Supplier and the Purchaser, shall be written in the language specified in the SCC. Supporting documents and printed literature that are part of the Contract may be in another language provided they are accompanied by an accurate translation of the relevant passages in the language specified in the SCC, in which case, for purposes of interpretation of the Contract, this translation shall govern.
- 5.2 The Supplier shall bear all costs of translation to the governing language and all risks of the accuracy of such translation.

### 6. Joint Venture

- 6.1 If the Supplier is a Joint Venture all of the parties shall be jointly and severally liable to the Purchaser for the fulfillment of the provisions of the Contract and shall designate one party to act as a leader with authority to bind the Joint Venture. The composition or the constitution of the Joint Venture shall not be altered without the prior consent of the Purchaser.

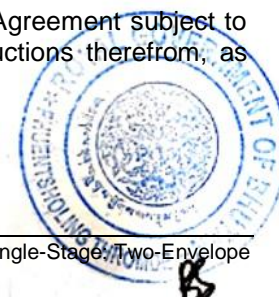
### 7. Eligibility

- 7.1 The Supplier and its Subcontractors shall have the nationality of an eligible country. A Supplier or Subcontractor shall be deemed to have the nationality of a country if it is a citizen or constituted, incorporated, or registered, and operates in conformity with the provisions of the laws of that country.
- 7.2 All Goods and Related Services to be supplied under the Contract and financed by ADB shall have their origin in Eligible Countries. For the purpose of this clause, "country of origin" means the country where the goods have been grown, mined, cultivated, produced, manufactured, or processed; or through manufacture, processing, or assembly, another commercially recognized article results that differs



substantially in its basic characteristics from its imported components.

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|---|--|
| <b>8. Notices</b>                       | <p>8.1 Any Notice given by one party to the other pursuant to the Contract shall be in writing to the address specified in the SCC. The term "in writing" means communicated in written form with proof of receipt.</p> <p>8.2 A Notice shall be effective when delivered or on the Notice's effective date, whichever is later.</p>   |
| <b>9. Governing Law</b>                 | <p>9.1 The Contract shall be governed by and interpreted in accordance with the laws of the Purchaser's country, unless otherwise specified in the SCC.</p>  |
| <b>10. Settlement of Disputes</b>       | <p>10.1 The Purchaser and the Supplier shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute arising between them under or in connection with the Contract.</p> <p>10.2 If the parties fail to resolve such a dispute or difference by mutual consultation within 28 days from the commencement of such consultation, either party may require that the dispute be referred for resolution to the formal mechanisms specified in the SCC.</p>         |
| <b>11. Scope of Supply</b>              | <p>11.1 Subject to the SCC, the Goods and Related Services to be supplied shall be as specified in Section 6 (Schedule of Supply).</p> <p>11.2 Unless otherwise stipulated in the Contract, the Scope of Supply shall include all such items not specifically mentioned in the Contract but that can be reasonably inferred from the Contract as being required for attaining Delivery and Completion of the Goods and Related Services as if such items were expressly mentioned in the Contract.</p> |
| <b>12. Delivery</b>                     | <p>12.1 Subject to GCC Subclause 33.1, the Delivery of the Goods and Completion of the Related Services shall be in accordance with the Delivery and Completion Schedule specified in the Section 6 (Schedule of Supply). The details of shipping and other documents to be furnished by the Supplier are specified in the SCC.</p>  |
| <b>13. Supplier's Responsibilities</b>  | <p>13.1 The Supplier shall supply all the Goods and Related Services included in the Scope of Supply in accordance with GCC Clause 11, and the Delivery and Completion Schedule, as per GCC Clause 12.</p>   |
| <b>14. Purchaser's Responsibilities</b> | <p>14.1 Whenever the supply of Goods and Related Services requires that the Supplier obtain permits, approvals, and import and other licenses from local public authorities, the Purchaser shall, if so required by the Supplier, make its best effort to assist the Supplier in complying with such requirements in a timely and expeditious manner.</p> <p>14.2 The Purchaser shall pay all costs involved in the performance of its responsibilities, in accordance with GCC Subclause 14.1.</p>    |
| <b>15. Contract Price</b>               | <p>15.1 The Contract Price shall be as specified in the Agreement subject to any additions and adjustments thereto, or deductions therefrom, as may be made pursuant to the Contract.</p>  |



15.2 Prices charged by the Supplier for the Goods delivered and the Related Services performed under the Contract shall not vary from the prices quoted by the Supplier in its bid, with the exception of any price adjustments authorized in the SCC.

**16. Terms of Payment**

16.1 The Contract Price shall be paid as specified in the SCC.

16.2 The Supplier's request for payment shall be made to the Purchaser in writing, accompanied by invoices describing, as appropriate, the Goods delivered and Related Services performed, and by the documents submitted pursuant to GCC Clause 12 and upon fulfillment of all the obligations stipulated in the Contract.

16.3 Payments shall be made promptly by the Purchaser, no later than 60 days after submission of an invoice or request for payment by the Supplier, and the Purchaser has accepted it.

16.4 The currency or currencies in which payments shall be made to the Supplier under this Contract shall be specified in the SCC.

**17. Taxes and Duties**

17.1 For goods supplied from outside the Purchaser's country, the Supplier shall be entirely responsible for all taxes, stamp duties, license fees, and other such levies imposed outside the Purchaser's country.

17.2 For goods supplied from within the Purchaser's country, the Supplier shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted Goods to the Purchaser.

17.3 If any tax exemptions, reductions, allowances or privileges may be available to the Supplier in the Purchaser's Country, the Purchaser shall use its best efforts to enable the Supplier to benefit from any such tax savings to the maximum allowable extent.

**18. Performance Security**

18.1 The Supplier shall, within 28 days of the notification of Contract award, provide a Performance Security for the due performance of the Contract in the amounts and currencies specified in the SCC.

18.2 The proceeds of the Performance Security shall be payable to the Purchaser as compensation for any loss resulting from the Supplier's failure to complete its obligations under the Contract.

18.3 The Performance Security shall be denominated in the currencies of the Contract, or in a freely convertible currency acceptable to the Purchaser, and shall be in one of the forms stipulated by the Purchaser in the SCC, or in another form acceptable to the Purchaser.

18.4 The Performance Security shall be discharged by the Purchaser and returned to the Supplier not later than 28 days following the date of completion of the Supplier's performance obligations under the Contract, including any warranty obligations, unless specified otherwise in the SCC.

**19. Copyright**

19.1 The copyright in all drawings, documents, and other materials containing data and information furnished to the Purchaser by the Supplier herein shall remain vested in the Supplier, or, if they are furnished to the Purchaser directly or through the Supplier by any



third party, including suppliers of materials, the copyright in such materials shall remain vested in such third party.

**20. Confidential Information**

20.1 The Purchaser and the Supplier shall keep confidential and shall not, without the written consent of the other party hereto, divulge to any third party any documents, data, or other information furnished directly or indirectly by the other party hereto in connection with the Contract, whether such information has been furnished prior to, during or following completion or termination of the Contract. Notwithstanding the above, the Supplier may furnish to its Subcontractor such documents, data, and other information it receives from the Purchaser to the extent required for the Subcontractor to perform its work under the Contract, in which event the Supplier shall obtain from such Subcontractor an undertaking of confidentiality similar to that imposed on the Supplier under GCC Clause 20.

20.2 The Purchaser shall not use such documents, data, and other information received from the Supplier for any purposes unrelated to the Contract. Similarly, the Supplier shall not use such documents, data, and other information received from the Purchaser for any purpose other than the design, procurement, or other work and services required for the performance of the Contract.

20.3 The obligation of a party under GCC Subclauses 20.1 and 20.2 above, however, shall not apply to information that

- (a) the Purchaser or Supplier needs to share with ADB or other institutions participating in the financing of the Contract;
- (b) now or hereafter enters the public domain through no fault of that party;
- (c) can be proven to have been possessed by that party at the time of disclosure and which was not previously obtained, directly or indirectly, from the other party; or
- (d) otherwise lawfully becomes available to that party from a third party that has no obligation of confidentiality.

20.4 The above provisions of GCC Clause 20 shall not in any way modify any undertaking of confidentiality given by either of the parties hereto prior to the date of the Contract in respect of the Supply or any part thereof.

20.5 The provisions of GCC Clause 20 shall survive completion or termination, for whatever reason, of the Contract.

**21. Subcontracting**

21.1 The Supplier shall notify the Purchaser in writing of all subcontracts awarded under the Contract if not already specified in the Bid. Subcontracting shall in no event relieve the Supplier from any of its obligations, duties, responsibilities, or liability under the Contract.



21.2 Subcontracts shall comply with the provisions of GCC Clauses 3 and 7.

## **22. Specifications and Standards**

### **22.1 Technical Specifications and Drawings**

- (a) The Supplier shall ensure that the Goods and Related Services comply with the technical specifications and other provisions of the Contract.
- (b) The Supplier shall be entitled to disclaim responsibility for any design, data, drawing, specification or other document, or any modification thereof provided or designed by or on behalf of the Purchaser, by giving a notice of such disclaimer to the Purchaser.
- (c) The Goods and Related Services supplied under this Contract shall conform to the standards mentioned in Section 6 (Schedule of Supply) and, when no applicable standard is mentioned, the standard shall be equivalent or superior to the official standards whose application is appropriate to the country of origin of the Goods.

22.2 Wherever references are made in the Contract to codes and standards in accordance with which it shall be executed, the edition or the revised version of such codes and standards shall be those specified in the Section 6 (Schedule of Supply). During Contract execution, any changes in any such codes and standards shall be applied only after approval by the Purchaser and shall be treated in accordance with GCC Clause 33.

## **23. Packing and Documents**

23.1 The Supplier shall provide such packing of the Goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the Contract. During transit, the packing shall be sufficient to withstand, without limitation, rough handling and exposure to extreme temperatures, salt and precipitation, and open storage. Packing case size and weights shall take into consideration, where appropriate, the remoteness of the final destination of the Goods and the absence of heavy handling facilities at all points in transit.

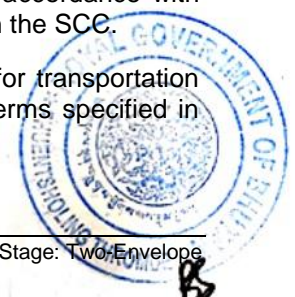
23.2 The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the Contract, including additional requirements, if any, specified in the SCC, and in any other instructions ordered by the Purchaser.

## **24. Insurance**

24.1 Unless otherwise specified in the SCC, the Goods supplied under the Contract shall be fully insured, in a freely convertible currency from an eligible country, against loss or damage incidental to manufacture or acquisition, transportation, storage, and delivery, in accordance with the applicable Incoterms or in the manner specified in the SCC.

## **25. Transportation**

25.1 Unless otherwise specified in the SCC, obligations for transportation of the Goods shall be in accordance with the Incoterms specified in





## Section 6 (Schedule of Supply).

**26. Inspections and Tests**

- 26.1 The Supplier shall at its own expense and at no cost to the Purchaser carry out all such tests and/or inspections of the Goods and Related Services as are specified in Section 6 (Schedule of Supply).
- 26.2 The inspections and tests may be conducted on the premises of the Supplier or its Subcontractor, at point of delivery, and/or at the final destination of the Goods, or in another place in the Purchaser's country as specified in the SCC. Subject to GCC Subclause 26.3, if conducted on the premises of the Supplier or its Subcontractor, all reasonable facilities and assistance, including access to drawings and production data, shall be furnished to the inspectors at no charge to the Purchaser.
- 26.3 The Purchaser or its designated representative shall be entitled to attend the tests and/or inspections referred to in GCC Subclause 26.2, provided that the Purchaser bear all of its own costs and expenses incurred in connection with such attendance including, but not limited to, all traveling and board and lodging expenses.
- 26.4 Whenever the Supplier is ready to carry out any such test and inspection, it shall give a reasonable advance notice, including the place and time, to the Purchaser. The Supplier shall obtain from any relevant third party or manufacturer any necessary permission or consent to enable the Purchaser or its designated representative to attend the test and/or inspection.
- 26.5 The Purchaser may require the Supplier to carry out any test and/or inspection not required by the Contract but deemed necessary to verify that the characteristics and performance of the Goods comply with the technical specifications, codes, and standards under the Contract, provided that the Supplier's reasonable costs and expenses incurred in the carrying out of such test and/or inspection shall be added to the Contract Price. Further, if such test and/or inspection impedes the progress of manufacturing and/or the Supplier's performance of its other obligations under the Contract, due allowance will be made in respect of the Delivery Dates and Completion Dates and the other obligations so affected.
- 26.6 The Supplier shall provide the Purchaser with a report of the results of any such test and/or inspection.
- 26.7 The Purchaser may reject any Goods or any part thereof that fail to pass any test and/or inspection or do not conform to the specifications. The Supplier shall either rectify or replace such rejected Goods or parts thereof or make alterations necessary to meet the specifications at no cost to the Purchaser, and shall repeat the test and/or inspection, at no cost to the Purchaser, upon giving a notice pursuant to GCC Subclause 26.4.
- 26.8 The Supplier agrees that neither the execution of a test and/or inspection of the Goods or any part thereof, nor the attendance by the Purchaser or its representative, nor the issue of any report pursuant to GCC Subclause 26.6, shall release the Supplier from any warranties or other obligations under the Contract.

**27. Liquidated**

- 27.1 Except as provided under GCC Clause 32, if the Supplier fails to



**Damages**

deliver any or all of the Goods or perform the Related Services within the period specified in the Contract, the Purchaser may without prejudice to all its other remedies under the Contract, deduct from the Contract Price, as liquidated damages, a sum equivalent to the percentage specified in the SCC of the Contract Price for each week or part thereof of delay until actual delivery or performance, up to a maximum deduction of the percentage specified in the SCC. Once the maximum is reached, the Purchaser may terminate the Contract pursuant to GCC Clause 35.

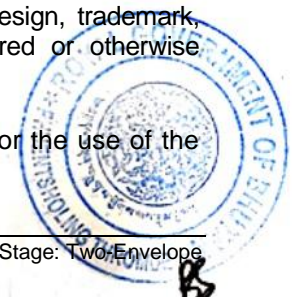
**28. Warranty**

- 28.1 The Supplier warrants that all the Goods are new, unused, and of the most recent or current models, and that they incorporate all recent improvements in design and materials, unless provided otherwise in the Contract.
- 28.2 Subject to GCC Subclause 22.1, the Supplier further warrants that the Goods shall be free from defects arising from any act or omission of the Supplier or arising from design, materials, and workmanship, under normal use in the conditions prevailing in the country of final destination.
- 28.3 Unless otherwise specified in the SCC, the warranty shall remain valid for 12 months after the Goods, or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the SCC, or for 18 months after the date of shipment or loading in the country of origin, whichever period concludes earlier.
- 28.4 The Purchaser shall give Notice to the Supplier, stating the nature of any such defects together with all available evidence thereof, promptly following the discovery thereof. The Purchaser shall afford all reasonable opportunity for the Supplier to inspect such defects.
- 28.5 Upon receipt of such Notice, the Supplier shall, within the period specified in the SCC, expeditiously repair or replace the defective Goods or parts thereof, at no cost to the Purchaser.
- 28.6 If having been notified, the Supplier fails to remedy the defect within the period specified in the SCC, the Purchaser may proceed to take within a reasonable period such remedial action as may be necessary, at the Supplier's risk and expense and without prejudice to any other rights which the Purchaser may have against the Supplier under the Contract.

**29. Patent Indemnity**

- 29.1 The Supplier shall, subject to the Purchaser's compliance with GCC Subclause 29.2, indemnify and hold harmless the Purchaser and its employees and officers from and against any and all suits, actions or administrative proceedings, claims, demands, losses, damages, costs, and expenses of any nature, including attorney's fees and expenses, which the Purchaser may suffer as a result of any infringement or alleged infringement of any patent, utility model, registered design, trademark, copyright, or other intellectual property right registered or otherwise existing at the date of the Contract by reason of

- (a) the installation of the Goods by the Supplier or the use of the



Goods in the country where the Site is located; and

- (b) the sale in any country of the products produced by the Goods.

Such indemnity shall not cover any use of the Goods or any part thereof other than for the purpose indicated by or to be reasonably inferred from the Contract, neither any infringement resulting from the use of the Goods or any part thereof, or any products produced thereby in association or combination with any other equipment, plant, or materials not supplied by the Supplier, pursuant to the Contract.

29.2 If any proceedings are brought or any claim is made against the Purchaser arising out of the matters referred to in GCC Subclause 29.1, the Purchaser shall promptly give the Supplier a notice thereof, and the Supplier may at its own expense and in the Purchaser's name conduct such proceedings or claim and any negotiations for the settlement of any such proceedings or claim.

29.3 If the Supplier fails to notify the Purchaser within 28 days after receipt of such notice that it intends to conduct any such proceedings or claim, then the Purchaser shall be free to conduct the same on its own behalf.

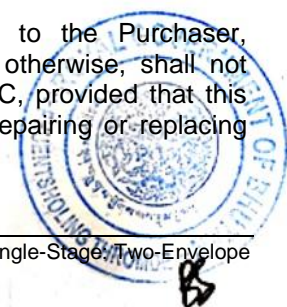
29.4 The Purchaser shall, at the Supplier's request, afford all available assistance to the Supplier in conducting such proceedings or claim, and shall be reimbursed by the Supplier for all reasonable expenses incurred in so doing.

29.5 The Purchaser shall indemnify and hold harmless the Supplier and its employees, officers, and Subcontractors from and against any and all suits, actions or administrative proceedings, claims, demands, losses, damages, costs, and expenses of any nature, including attorney's fees and expenses, which the Supplier may suffer as a result of any infringement or alleged infringement of any patent, utility model, registered design, trademark, copyright, or other intellectual property right registered or otherwise existing at the date of the Contract arising out of or in connection with any design, data, drawing, specification, or other documents or materials provided or designed by or on behalf of the Purchaser.

### **30. Limitation of Liability**

30.1 Except in cases of gross negligence or willful misconduct,

- (a) neither party shall be liable to the other party for any indirect or consequential loss or damage, loss of use, loss of production, or loss of profits or interest costs, provided that this exclusion shall not apply to any obligation of the Supplier to pay liquidated damages to the Purchaser; and
- (b) the aggregate liability of the Supplier to the Purchaser, whether under the Contract, in tort, or otherwise, shall not exceed the amount specified in the SCC, provided that this limitation shall not apply to the cost of repairing or replacing





defective equipment, or to any obligation of the Supplier to indemnify the Purchaser with respect to patent infringement.

**31. Change in Laws and Regulations**

31.1 Unless otherwise specified in the Contract, if after the date of the Invitation for Bids, any law, regulation, ordinance, order or bylaw having the force of law is enacted, promulgated, abrogated, or changed in the place of the Purchaser's country where the Site is located (which shall be deemed to include any change in interpretation or application by the competent authorities) that subsequently affects the Delivery Date and/or the Contract Price, then such Delivery Date and/or Contract Price shall be correspondingly increased or decreased, to the extent that the Supplier has thereby been affected in the performance of any of its obligations under the Contract. Notwithstanding the foregoing, such additional or reduced cost shall not be separately paid or credited if the same has already been accounted for in the price adjustment provisions where applicable, in accordance with GCC Clause 15.

**32. Force Majeure**

32.1 The Supplier shall not be liable for forfeiture of its Performance Security, liquidated damages, or termination for default if and to the extent that its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.

32.2 For purposes of this clause, "Force Majeure" means an event or situation beyond the control of the Supplier that is not foreseeable, is unavoidable, and its origin is not due to negligence or lack of care on the part of the Supplier. Such events may include, but not be limited to, acts of the Purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes.

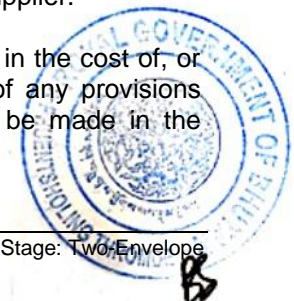
32.3 If a Force Majeure situation arises, the Supplier shall promptly notify the Purchaser in writing of such condition and the cause thereof. Unless otherwise directed by the Purchaser in writing, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

**33. Change Orders and Contract Amendments**

33.1 The Purchaser may at any time order the Supplier through Notice in accordance GCC Clause 8, to make changes within the general scope of the Contract in any one or more of the following:

- (a) drawings, designs, or specifications, where Goods to be furnished under the Contract are to be specifically manufactured for the Purchaser;
- (b) the method of shipment or packing;
- (c) the place of delivery; and
- (d) the Related Services to be provided by the Supplier.

33.2 If any such change causes an increase or decrease in the cost of, or the time required for, the Supplier's performance of any provisions under the Contract, an equitable adjustment shall be made in the



Contract Price or in the Delivery and Completion Schedule, or both, and the Contract shall accordingly be amended. Any claims by the Supplier for adjustment under this Clause must be asserted within 28 days from the date of the Supplier's receipt of the Purchaser's change order.

33.3 Prices to be charged by the Supplier for any Related Services that might be needed but which were not included in the Contract shall be agreed upon in advance by the parties and shall not exceed the prevailing rates charged to other parties by the Supplier for similar services.

#### **34. Extensions of Time**

34.1 If at any time during performance of the Contract, the Supplier or its Subcontractors should encounter conditions impeding timely delivery of the Goods or completion of Related Services pursuant to GCC Clause 12, the Supplier shall promptly notify the Purchaser in writing of the delay, its likely duration, and its cause. As soon as practicable after receipt of the Supplier's notice, the Purchaser shall evaluate the situation and may at its discretion extend the Supplier's time for performance, in which case the extension shall be ratified by the parties by amendment of the Contract.

34.2 Except in case of Force Majeure, as provided under GCC Clause 32, a delay by the Supplier in the performance of its Delivery and Completion obligations shall render the Supplier liable to the imposition of liquidated damages pursuant to GCC Clause 27, unless an extension of time is agreed upon, pursuant to GCC Subclause 34.1.

#### **35. Termination**

35.1 Termination for Default

- (a) The Purchaser, without prejudice to any other remedy for breach of Contract, by Notice of default sent to the Supplier, may terminate the Contract in whole or in part,
  - (i) if the Supplier fails to deliver any or all of the Goods within the period specified in the Contract, or within any extension thereof granted by the Purchaser pursuant to GCC Clause 34; or
  - (ii) if the Supplier fails to perform any other obligation under the Contract.
  - (iii) if the Supplier, in the judgment of the Purchaser has engaged in fraud and corruption, as defined in GCC Clause 3, in competing for or in executing the Contract.
- (b) In the event the Purchaser terminates the Contract in whole or in part, pursuant to GCC Clause 35.1(a), the Purchaser may procure, upon such terms and in such manner as it deems appropriate, Goods or Related Services similar to those undelivered or not performed, and the Supplier shall be liable to the Purchaser for any additional costs for such similar Goods or Related Services. However, the Supplier shall continue



performance of the Contract to the extent not terminated.

### 35.2 Termination for Insolvency

The Purchaser may at any time terminate the Contract by giving Notice to the Supplier if the Supplier becomes bankrupt or otherwise insolvent. In such event, termination will be without compensation to the Supplier, provided that such termination will not prejudice or affect any right of action or remedy that has accrued or will accrue thereafter to the Purchaser.

### 35.3 Termination for Convenience

- (a) The Purchaser, by Notice sent to the Supplier, may terminate the Contract, in whole or in part, at any time for its convenience. The Notice of termination shall specify that termination is for the Purchaser's convenience, the extent to which performance of the Supplier under the Contract is terminated, and the date upon which such termination becomes effective.
- (b) The Goods that are complete and ready for shipment within 28 days after the Supplier's receipt of the Notice of termination shall be accepted by the Purchaser at the Contract terms and prices. For the remaining Goods, the Purchaser may elect
  - (i) to have any portion completed and delivered at the Contract terms and prices; and/or
  - (ii) to cancel the remainder and pay to the Supplier an agreed amount for partially completed Goods and Related Services and for materials and parts previously procured by the Supplier.

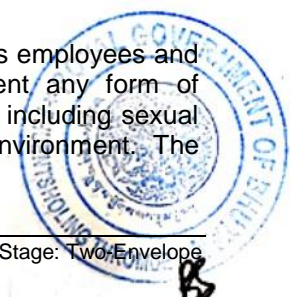
## 36. Assignment

- 36.1 Neither the Purchaser nor the Supplier shall assign, in whole or in part, their obligations under this Contract, except with prior written consent of the other party.

## 37. Respectful Work Environment

- 37.1 The Contractor shall ensure that its employees and sub-contractors observe the highest ethical standards and refrain from any form of bullying, discrimination, misconduct and harassment, including sexual harassment and shall, at all times, behave in a manner that creates an environment free of unethical behavior, bullying, misconduct and harassment, including sexual harassment. The Contractor shall take appropriate action against any employees or sub-contractors, including suspension or termination of employment or sub-contract, if any form of unethical or inappropriate behavior is identified.

- 37.2 The Contractor shall conduct training programs for its employees and sub-contractors to raise awareness on and prevent any form of bullying, discrimination, misconduct and harassment including sexual harassment, and to promote a respectful work environment. The



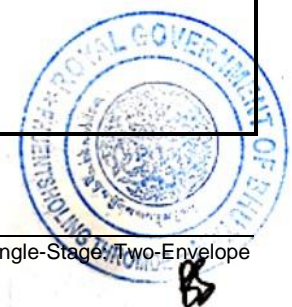
Contractor shall keep an up to date record of its employees and subcontractors who have attended and completed such training programs and provide such records to the Purchaser at their first written request.



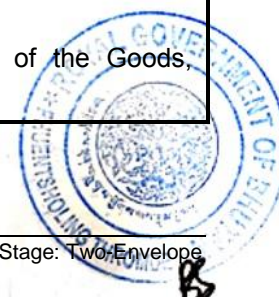
## Section 8 - Special Conditions of Contract

The following Special Conditions of Contract (SCC) shall supplement and/or amend the General Conditions of Contract (GCC). Whenever there is a conflict, the provisions herein shall prevail over those in the GCC.

<b>GCC 1.1(j)</b>	The Purchaser's country is: Kingdom of Bhutan
<b>GCC 1.1(k)</b>	The Purchaser is: Phuentsholing Thromde
<b>GCC 1.1(q)</b>	The Site is: Land Customs Station at Ahlay, Pasakha, Bhutan
<b>GCC 4.2 (b)</b>	The version of Incoterms shall be: Incoterms 2010
<b>GCC 5.1</b>	The language shall be: English  The language for translation of supporting documents and printed literature is: English
<b>GCC 8.1</b>	For <b><u>notices</u></b> , the Purchaser's address shall be:  Attention : Lungten Jamtsho, Executive Secretary Street address : Pelkhil Lam, Post Box. No. 02, Phuentsholing Thromde Floor/ Room number : Second Floor City : Phuentsholing Zip Code : 21101 Country : Bhutan Telephone : +975-5-251915 Fax : +975-5-252882 Contact : Project Coordinator, SASEC, RCP,PT E-mail : bsharma@pcc.bt
<b>GCC 9.1</b>	The governing law shall be: The law of the Kingdom of Bhutan
<b>GCC 10.2</b>	The formal mechanism for the resolution of disputes shall be:  <b><u>If the contract is with a Foreign Supplier:</u></b>  i: administered by: Singapore International Arbitration Center (SIAC)  ii: conducted in accordance with the rules of: SIAC  Place of arbitration: Singapore



	<p><b><u>If the contract is with a Local Supplier/ Domestic Supplier:</u></b></p> <p>Any dispute between the Employer and the Supplier arising in connection with the Contract shall be referred to arbitration committee of Construction Development Board (CDB) and the arbitration will be conducted in accordance with the rules and arbitration procedures of CDB, complying provisions of Alternative Dispute Resolution Act of Bhutan 2013, and/or the laws of the Royal Government of Bhutan.</p> <p>Place of arbitration: Thimphu, Bhutan.</p>
<b>GCC 11.1</b>	<p>The Scope of Supply shall be defined in Section 6 (Schedule of Supply). At the time of awarding the contract, the Purchaser shall specify any change in the scope of supply with respect to Section 6 (Schedule of Supply) included in the Bidding Document. Such changes may be due, for instance, if the quantities of Goods and Related Services are increased or decreased at the time of award.</p>
<b>GCC 12.1</b>	<p>For Goods supplied from abroad as per Incoterms CIF or CIP:</p> <p>Upon shipment, the Supplier shall notify the Purchaser and the Insurance Company by telex or fax the full details of the shipment, including Contract number, description of Goods, quantity, the vessel, the bill of lading number and date, port of loading, date of shipment, port of discharge, etc. The Supplier shall send the following documents to the Purchaser, with a copy to the Insurance Company:</p> <ul style="list-style-type: none"> <li>a. 3 copies of the Supplier's invoice showing the description of the Goods, quantity, unit price, and total amount;</li> <li>b. original and 2 copies of the negotiable, clean, on-board bill of lading marked "freight prepaid" and 2 copies of non-negotiable bill of lading;</li> <li>c. 2 copies of the packing list identifying contents of each package;</li> <li>d. insurance certificate;</li> <li>e. Manufacturer's or Supplier's warranty certificate;</li> <li>f. inspection certificate, issued by the nominated inspection agency, and the Supplier's factory inspection report; and</li> <li>g. certificate of origin.</li> </ul> <p>The Purchaser shall receive the above documents at least 1 week before arrival of the Goods at the port or place of arrival and, if not received, the Supplier will be responsible for any consequent expenses.</p> <p>For Goods from within the Purchaser's country as per Incoterm EXW:</p> <p>Upon delivery of the Goods to the transporter, the Supplier shall notify the Purchaser and send the following documents to the Purchaser:</p> <ul style="list-style-type: none"> <li>(a) copies of the Supplier's invoice showing the description of the Goods, quantity, unit</li> </ul>



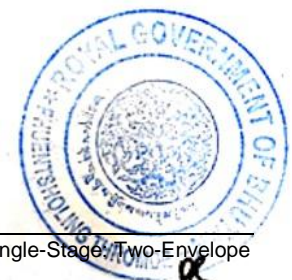
	<p>price, and total amount;</p> <p>(b) delivery note, railway receipt, or truck receipt;</p> <p>(c) Manufacturer's or Supplier's warranty certificate;</p> <p>(d) inspection certificate issued by the nominated inspection agency, and the Supplier's</p> <p>factory inspection report; and</p> <p>(e) Certificate of Origin.</p> <p>The Purchaser shall receive the above documents before the arrival of the Goods and, if not received, the Supplier will be responsible for any consequent expenses.</p>
<b>GCC 15</b>	The prices charged for the Goods supplied and the related Services Performed "shall not" be adjustable.
<b>GCC 16.1</b>	<p>Payment of the Contract Price shall be made in the following manner:</p> <p>"For Goods and Related Services supplied from outside the Purchaser's country:</p> <ul style="list-style-type: none"> <li>(a) Advance Payment: 10% of the Contract Price within 28 days of signing of the Contract. Payment shall be made provided the Supplier presents a request for payment accompanied by an Advance Payment Security in the form of a bank guarantee for an amount equal to the amount of the payment, and that shall be valid until the Goods are delivered. The security shall be in the form as specified in Section 9 (Contract Forms).</li> <li>(b) On Shipment: The Purchaser shall pay the Supplier 70% of the Contract Price of the Goods shipped through irrevocable confirmed letter of credit opened in favor of the Supplier in a bank in its country under the ADB commitment procedure, upon submission of documents specified in SCC Clause 12.1.</li> <li>(c) On Acceptance: 20% of the Contract Price of Goods received shall be paid within 28 days of receipt of the Goods upon submission of a claim supported by the acceptance certificate issued by the Purchaser.</li> </ul> <p>For Goods and Related Services supplied from within the Purchaser's country:</p> <ul style="list-style-type: none"> <li>(a) Advance Payment: 10% of the Contract Price within 28 days of signing of the Contract. Payment shall be made provided the Supplier presents a request for payment accompanied by an Advance Payment Security in the form of a bank guarantee for an amount equal to the amount of the payment, and that shall be valid until the Goods are delivered. The security shall be in the form as specified in Section 9 (Contract Forms).</li> <li>(b) On Delivery: The Purchaser shall pay the Supplier 70% of the Contract Price of the Goods shipped through irrevocable confirmed letter of credit opened in favor of the Supplier in a bank in its country under the ADB commitment procedure, upon submission of documents specified in SCC Clause 12.1.</li> </ul>



	(c) On Acceptance: 20% of the Contract Price of Goods received shall be paid within 28 days of receipt of the Goods upon submission of a claim supported by the acceptance certificate issued by the Purchaser.”]
<b>GCC 16.4</b>	The currencies for payments shall be: Ngultrum (Bhutanese Currency).
<b>GCC 18.1</b>	The amount of the Performance Security shall be 10% (Ten percent) of the contract price. The performance security shall be denominated in Bhutanese currency (Ngultrum).
<b>GCC 18.3</b>	The types of acceptable Performance Securities are: i) A bank guarantee issued by a reputable bank located in the Purchaser's country or abroad, acceptable to the Purchaser, in the format included in Section 9 (Contract Forms).
<b>GCC 23.2</b>	The packing, marking, and documentation within and outside the packages shall be: in accordance with the provisions of the Technical Specifications. Where no provisions are made in the Technical Specifications for packaging, all goods shall be properly packed to protect the goods against damage through rough handling whilst in transit.  Where necessary, the supplier shall:  i. clearly mark the outside of each consignment or package with the Supplier's name and full details of the destination in accordance with the Purchaser's order and include a packing note stating the contents thereof;  ii. on dispatch of each consignment, send to the Purchaser at the address for delivery of the Goods, an advice note specifying the means of transport, weight, number or volume as appropriate and the point and date of dispatch;  iii. send to the Purchaser a detailed priced invoice as soon as is reasonably practical after dispatch of the Goods, and  iv. State on all communications in the relevant order number and code number (if any).
<b>GCC 24.1</b>	The Supplier must insure the Goods in an amount equal to 110% of the CIF, CIP or EXW price of the Goods from “Warehouse” to “Warehouse” on “All Risks” basis, including War Risks and Strikes.”
<b>GCC 25.1</b>	Responsibility for transportation of the Goods shall be as specified in the Incoterms.



<b>GCC 26.2</b>	<p>Tests and Inspections specified in Section 6, Schedule of Supply, shall be carried out at the following times or milestones, and places:</p> <p>Goods: All items</p> <p>Type of Test: Operational Tests</p> <p>Time or Milestone: At Point of Delivery</p> <p>Place: Land Customs Station, Ahlay, Pasakha</p> <p>Address: Phuentsholing Thromde</p> <p>Country: Bhutan</p>
<b>GCC 27.1</b>	<p>The applicable rate for liquidated damages for delay shall be: 0.5 percent of the Contract Price per week or part thereof.</p> <p>The maximum amount of liquidated damages shall be: 10 percent of the Contract Price</p>
<b>GCC 28.3</b>	<p>The period of validity of the Warranty shall be: 365 days, reckoned from the time the goods have been delivered to and accepted at the final destination.</p> <p>The place of final destination shall be: Land Customs Station (At Ahlay, Pasakha, Bhutan)</p>
<b>GCC 28.5</b>	<p>The Supplier shall correct any defects covered by the Warranty within: 10(Ten) Calendar days of being notified by the Purchaser of the occurrence of such defects</p>
<b>GCC 30.1 (b)</b>	<p>The amount of aggregate liability shall be: 100 percent of the Contract Price</p>
<b>GCC 37.1</b>	<p>The Supplier shall ensure that its employees and Subcontractors observe the highest ethical standards and refrain from any form of bullying, discrimination, misconduct and harassment, including sexual harassment and shall, at all times, behave in a manner that creates an environment free of unethical behavior, bullying, misconduct and harassment, including sexual harassment. The Supplier shall take appropriate action against any employees or Subcontractors, including suspension or termination of employment or subcontract, if any form of unethical or inappropriate behavior is identified.</p>
<b>GCC 37.2</b>	<p>The Supplier shall conduct training programs for its employees and Subcontractors to raise awareness on and prevent any form of bullying, discrimination, misconduct and harassment including sexual harassment, and to promote a respectful work environment. The Supplier shall keep an up-to-date record of its employees and Subcontractors who have attended and completed such training programs and provide such records to the Purchaser at their first written request.</p>



## Section 9 - Contract Forms

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FORM - I

## Letter of Intent

*(Letterhead paper of the Employer)*

### Notes on standard form of letter of Intent

*This issuance of Letter of Intent (always before letter of acceptance) is the information of the selection of the bid of the successful bidder by the Employer and for providing information to other unsuccessful bidders who participated in the bid as regards the outcome of the procurement process*

*The Employer shall allow 10 days as described in ITB 33.2 between this letter of intent and letter of acceptance to allow aggrieved bidders to complaint the decision if they feel they have treated unfairly.*

*(Insert date)*

To: ----- [Name and address of the Supplier]

This is to notify you that, it is our intention to award the contract for your Bid dated----- [Insert date] for execution of the-----  
----- [Insert name of the contract and identification number, as given in the BDS/SCC] for the Contract Price of-----  
[Insert amount in figure and words and name of currency] as corrected and modified [if any corrections] in accordance with the Instructions to Bidders.

Authorized Signature: -----

Name and Title of Signatory: -----

Name of Agency: -----

CC:

[Insert name and address of all other suppliers who submitted the bid]



## FORM – II

**Notification of Award**

---- on letterhead of the purchaser ----

**Letter of Acceptance**

..... date. ....

To: ..... *name and address of the supplier* .....

Subject: ..... *Notification of Award Contract No.* .....

This is to notify you that your Bid dated . . . . *date* . . . . for execution of the . . . . .  
. . . . *name of the contract and identification number, as given in the Bid Data Sheet* . . . . .  
for the Accepted Contract Amount of the equivalent of . . . . .  
. . . . *amount in words and figures and name of currency* . . . . ., as corrected  
and modified in accordance with the Instructions to Bidders is hereby accepted by  
our Agency.

You are requested to furnish the Performance Security within 15 working days in  
accordance with the Conditions of Contract, using for that purpose the  
Performance Security Form included in Section 9 (Contract Forms) of the Bidding  
Document.

Authorized Signature: .....

Name and Title of Signatory: .....

Name of Agency: .....

Attachment: Contract Agreement



## FORM – III

**Contract Agreement**

THIS AGREEMENT made on the \_\_\_\_\_ [insert date] day of \_\_\_\_\_ [insert month], \_\_\_\_\_ [insert year], between \_\_\_\_\_ [insert complete name of the Purchaser] of \_\_\_\_\_ [insert complete address of the purchaser] (hereinafter "the Purchaser"), of the one part, and \_\_\_\_\_ [insert complete name of the supplier] of \_\_\_\_\_ [insert complete address of the supplier] (hereinafter "the Supplier"), of the other part:

WHEREAS the Purchaser invited Bids for certain Goods and Related Services, viz., \_\_\_\_\_ [insert brief description of the goods and related services] and has accepted a Bid by the Supplier for the supply of those Goods and Related Services in the sum of \_\_\_\_\_ [insert currency or currencies and amount of contract price in words and figures] (hereinafter "the Contract Price").

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 Contract referred to.
2. The following documents shall be deemed to form and be read and construed as part of this Agreement, viz.:
  - (a) the Letter of Acceptance;
  - (b) the Price Bid Submission Sheet and the Price Schedules submitted by the Supplier;
  - (c) the Technical Bid Submission Sheet submitted by the Supplier;
  - (d) the Special Conditions of Contract;
  - (e) the List of Eligible Countries that was specified in Section 5 of the Bidding Document;
  - (f) the General Conditions of Contract;
  - (g) the Schedule of Supply;
  - (h) the Form of Performance Security; and
  - (i) the Form of Bank Guarantee for Advance Payment.<sup>1</sup>

This Contract shall prevail over all other Contract documents. In the event of any discrepancy or inconsistency within the Contract documents, then the documents shall prevail in the order listed above.

3. In consideration of the payments to be made by the Purchaser to the Supplier as indicated in this Agreement, the Supplier hereby covenants with the Purchaser to provide the Goods and Related Services and to remedy defects therein in conformity in all respects with the provisions of the Contract.
4. The Purchaser hereby covenants to pay the Supplier in consideration of the provision of the Goods and Related Services and the remedying of defects therein, 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 Agreement to be executed in accordance with the laws of Bhutan [indicated name of country] on the day, month and year indicated above.

Signed by \_\_\_\_\_ [insert authorized signature for the purchaser] (for the Purchaser)

Signed by \_\_\_\_\_ [insert authorized signature for the supplier] (for the Supplier)

<sup>1</sup> Tables of Adjustment Data may be added if the contract provides for price adjustment (see GCC 15).



## FORM – IV

## Performance Security

*Bank's name and address of issuing branch or office*<sup>1</sup>

**Beneficiary:** ..... *insert name and address of the purchaser* .....

**Date:** ..... *insert date (as day, month, and year)* .....

**Performance Guarantee No.:** .....

We have been informed that . . . . . *name of the supplier*. . . . . (hereinafter called "the Supplier") has entered into Contract No. . . . . *reference number of the contract*. . . . . dated . . . . . with you, for the execution of . . . . . *name of contract and brief description of goods and related services*. . . . . (hereinafter called "the Contract").

Furthermore, we understand that, according to the conditions of the Contract, a performance guarantee is required.

At the request of the Supplier, we . . . . . *name of the bank*. . . . . hereby irrevocably undertake to pay you any sum or sums not exceeding in total an amount of . . . . . *name of the currency and amount in words*<sup>2</sup>. . . . . (*amount in figures*. . . . .) such sum being payable in the types and proportions of currencies in which the Contract Price is payable, upon receipt by us of your first demand in writing accompanied by a written statement stating that the Supplier is in breach of its obligation(s) under the Contract, without your needing to prove or to show grounds for your demand or the sum specified therein.

This guarantee is subject to the uniform Rules for Demand Guarantees ICC Publication No. 458, except that subparagraph (ii) of sub-article 20(a) is hereby excluded (or) the same or similar to this clause specified in the uniform Rules for Demand Guarantees, ICC publication No. 758 where applicable. This guarantee shall expire no later than the ..... day of .....<sup>3</sup> and any demand for payment under it must be received by us at this office on or that date.

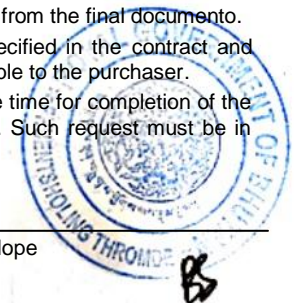
We agree to a one-time extension of this Guarantee for a period not to exceed [*six months*], in response to the Purchaser's written request for such extension, such request to be presented to us before the expiry of the Guarantee.

.....  
*Signature(s) and seal of bank (where appropriate)*

**-- Note to Bidder --**

*If the institution issuing the performance security is located outside the country of the purchaser, it shall have a correspondent financial institution located in the country of the purchaser to make it enforceable.*

- <sup>1</sup> All italicized text is for guidance on how to prepare this demand guarantee and shall be deleted from the final document.
- <sup>2</sup> The guarantor shall insert an amount representing the percentage of the contract price specified in the contract and denominated either in the currency (ies) of the contract or a freely convertible currency acceptable to the purchaser.
- <sup>3</sup> Insert the date 28 days after the expected completion date. In the event of an extension of the time for completion of the Contract, the Purchaser would request an extension of time of this guarantee from the guarantor. Such request must be in writing and must be made prior to the expiration date established in the guarantee.





## FORM – V

**Bank Guarantee for Advance Payment**

*[The bank, as requested by the successful Bidder, shall fill in this form in accordance with the instructions indicated.]*

Date: *[insert date (as day, month, and year) of Bid submission]*  
IFB No. and title: *[insert number and title of bidding process]*

*[bank's letterhead]*

**Beneficiary:** *[insert legal name and address of Purchaser]*

**ADVANCE PAYMENT GUARANTEE No.:** *[insert Advance Payment Guarantee no.]*

We, *[insert legal name and address of bank]*, have been informed that *[insert complete name and address of Supplier]* (hereinafter called "the Supplier") has entered into Contract No. *[insert number]* dated *[insert date of Contract]* with you, for the supply of *[insert types of Goods to be delivered]* (hereinafter called "the Contract").

Furthermore, we understand that, according to the conditions of the Contract, an advance payment is to be made against an advance payment guarantee.

At the request of the Supplier, we hereby irrevocably undertake to pay you any sum or sums not exceeding in total an amount of *[insert amount(s)<sup>1</sup> in figures and words]* upon receipt by us of your first demand in writing declaring that the Supplier is in breach of its obligation under the Contract because the Supplier used the advance payment for purposes other than toward delivery of the Goods.

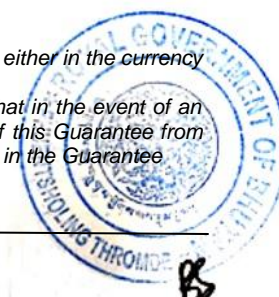
It is a condition for any claim and payment under this Guarantee to be made that the advance payment referred to above must have been received by the Supplier in its account *[insert number and domicile of the account]*

This Guarantee shall remain valid and in full effect from the date of the advance payment received by the Supplier under the Contract until *[insert date<sup>2</sup>]*. We agree to a one-time extension of this Guarantee for a period not to exceed *[six months][one year]*, in response to the Purchaser's written request for such extension, such request to be presented to us before the expiry of the Guarantee.

*[signature(s) of authorized representative(s) of the bank]*

<sup>1</sup> The bank shall insert the amount(s) specified in the SCC and denominated, as specified in the SCC, either in the currency (ies) of the Contract or a freely convertible currency acceptable to the Purchaser.

<sup>2</sup> Insert the Delivery date stipulated in the Contract Delivery Schedule. The Purchaser should note that in the event of an extension of the time to perform the Contract, the Purchaser would need to request an extension of this Guarantee from the bank. Such request must be in writing and must be made prior to the expiration date established in the Guarantee.



## MODEL CERTIFICATE OF INSTALLATION

F.No.-----

Dated-----

1. Reference Contact No.-----date-----  
-----

2. It is certified that:

- a) M/s ----- have completed installation of .....on .....[date(s)] to the satisfaction of the Purchaser and user Commissionerate at the designated site (name of the site).
- b) Records of SAT and other inspection and tests are annexed to this Certificate.
- c) Sample test jigs, Software in electronic media, Instruction Manual & Technical Manual, Soft & hard copies of Documentation, etc. have been taken over (all documents required to be delivered at the time of SAT) and the same are listed in the Annexure enclosed.

For ContractorFor Purchaser

Witness:

Witness:

Signature  
Name:  
Designation:  
Address:  
Date:

Signature  
Name:  
Designation:  
Address:  
Date:



FORM - VII

**MODEL CERTIFICATE OF DELIVERY AND ACCEPTANCE**F.No.-----  
-----

Dated-----

1. Reference Contact No.-----date-----  
-----
2. It is certified that:
  - a) M/s ----- have completed the delivery of the ----- Model No.-----Serial No. -----on -----(date) at the designated site (name of the site).
  - b) The process of handing / taking over of the aforesaid system, accessories and services specified in the Contract to the satisfaction of the Purchaser, has been completed on (date).
  - c) The aforementioned ----- worked satisfactorily during the trial period of 30 days starting w.e.f.----- (date) to ----- (date).

For ContractorFor Purchaser

Witness:

Witness:

Signature  
Name:  
Designation:  
Address:  
Date:

Signature  
Name:  
Designation:  
Address:  
Date:



## FORM - VIII

**CLAIM OF PAYMENT BY THE SUPPLIER***(To be typed and printed on the Supplier's Official letter head)*

Date.....

.....  
 .....  
 .....

Sir/ Madam,

We claim the following amounts as per contract.....entered into pursuant to NIT .....and have enclosed necessary billing documents.

SI No.	Stage	Amount and currency	Payment	Billing Documents enclosed

We certify that:

- a) The above payments are claimed strictly in terms of the contract and all our obligations under the contract for claiming them have been fulfilled.
- b) Of such taxes and duties claimed, if we get refund from the tax authorities we will refund the same to you.

Yours sincerely,

(.....)

