



**MINISTRY OF EDUCATION, HIGHER EDUCATION AND
VOCATION EDUCATION**

EASTERN UNIVERSITY, SRI LANKA

**BIDDING DOCUMENT
(Design and Build Contract)**

**Design, Construction and Commissioning of Hostel Building
for 400 Students at Eastern University, Sri Lanka,
Vantharumoolai**

Employer

Vice Chancellor
Eastern University, Sri Lanka
Vantharumoolai, Chenkalady.

Issued To :

Issued By :

Date:

For Clarification:

Deputy Registrar (CW&P) 065 2240589 (voice)

Works Engineer 065 2240582 (voice)

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INVITATION FOR BIDS (IFB)

Invitation for Bids (IFB)

**Ministry of Education, Higher Education and Vocational
Education**

Eastern University, Sri Lanka

Design, Construction and Commissioning of Hostel Building for 400 Students at Eastern University, Sri Lanka, Vantharumoolai.

Contract No.: HE/PR/2025/Hostel/EUSL-1

1. The Chairman, Ministry Procurement Committee on behalf of the Vice Chancellor, Eastern University, Sri Lanka invites sealed bids from eligible and qualified bidders for the Design, Construction and commissioning of Hostels for 400 Students at Eastern University, Sri Lanka, Vantharumoolai, Chenkalady. **Total Construction Cost is LKR 515 million** (excluding VAT) and the **contract period is 12 calendar months**.
2. Procurement method is National Competitive Bidding Procedure and the Contract type is **Design & Build**.
3. Bids should be submitted on the forms which could be purchased from the Deputy Registrar (Capital Works & Planning Division), Eastern University, Sri Lanka between 9:00 am to 3:00 pm on working days **up to 25/02/2026** on the submission of the receipt for a non-refundable payment of LKR 60,000.00 shall be credited to the Account No: 227100140000024 in the Peoples Bank in favour of “Bursar, Eastern University, Sri Lanka”.
4. The eligible bidders shall comply with Grade C2 or above in CIDA registration in Building Construction.
5. Interested bidders may obtain further information from Deputy Registrar (Capital Works and Planning) on 0652240589, and Works Engineer on 0652240582 of Eastern University, Sri Lanka at Chenkalady, during any working days from 9.00 hrs to 14.00 hrs. Procurement Documents may be inspected free of charge at the Deputy Registrar’s Office (Capital Works & Planning Division), Eastern University, Sri Lanka during office hours on working days or through University’s website at <https://www.esn.ac.lk/>.
6. Bid shall be valid up to **27/08/2026**.
7. All bids must be accompanied by a **Bid Security of LKR 5,150,000.00** which should be in favor of Vice Chancellor, Eastern University, Sri Lanka obtained from a commercial bank approved by the Central Bank of Sri Lanka valid up to **24/09/2026**. The bid security should be “on demand” and “unconditional” and on the format given in the Procurement Document.

8. **Pre-Bid meeting** will be held on **26/02/2026** at **10:00 am** at the Board Room, Eastern University, Sri Lanka, Vantharumoolai, Chenkalady.
9. Sealed bids shall be deposited in the Tender Box at the office of the Director (Infrastructure Development), Higher Education Division, Ministry of Education, Higher Education and Vocational Education, No,18, Ward Place, Colombo 07.
10. The **deadline for submission of bids** will be **11:00 am on 02/04/2026** and will be opened soon after the closing at the office of the Director (Infrastructure Development), Higher Education Division, Ministry of Education, Higher Education and Vocational Education, No,18, Ward Place, Colombo 07. Bidders or their authorized representatives are requested to be present at the opening of bids.
11. Late bids will be rejected.

Vice Chancellor
Eastern University, Sri Lanka
Vantharumoolai, Chenkalady
Date: 11/02/2026

VOLUME 1

SECTION I - INSTRUCTIONS TO BIDDERS (ITB)

SECTION III – CONDITIONS OF CONTRACT (COC)

SECTION V – STANDARD FORMS

Please refer CIDA publication No. CIDA/SBD/04 latest version

**STANDARD BIDDING DOCUMENT
PROCUREMENT OF WORKS
DESIGN & BUILD CONTRACTS**

For followings :

**SECTION I – INSTRUCTION TO BIDDRES (ITB)
SECTION III – CONDITIONS OF CONTRACT (COC)**

Section - V

STANDARD FORMS

Form of Bid Security, Letter of Acceptance, Form of Agreement, Form of Performance Guarantee, Form of Mobilization Advance Guarantee, Form of Retention Money Guarantee

Notes on Standard Forms:

Bidders shall submit the completed Form 92 Bid, Bid Security in compliance with the requirements of the bidding documents.

Bidders should not complete the Form of Agreement at the time of preparation of bids. The successful bidder will be required to sign the Form of Agreement, after the award of contract. Any corrections or modifications to the accepted bid resulting from arithmetic corrections, acceptable deviations, or quantity variations in accordance with the requirements of the bidding documents should be incorporated into the Agreement.

The Form of Performance Security, Form of Advance Payment Security and Form of Retention Money Guarantee should not be completed by the bidders at the time of preparation of bids. The successful Bidder will be required to provide these securities in compliance with the requirements herein or as acceptable to the Employer.

FORM OF BID SECURITY

To : Vice Chancellor, University of ..(*Name and Address of the Employer*)

WHEREAS, [*name of bidder*]
(hereinafter called and referred to as the "Bidder") has submitted its bid dated [*date*]
for the
(hereinafter called and referred to as "the Bid").

KNOW ALL PEOPLE by these presents that WE [*Name of Organization*]
having our registered office at (hereinafter called and referred to as the "Guarantor"), are bound unto [*name of Employer*] (hereinafter called and reoffered to as "the Employer") in the sum of Sri Lanka Rupees
.....for which payment well and truly to be made to the said Employer, the Guarantor binds itself, his successors, and assignees by these presents.

SEALED with the Common Seal of the said Guarantor this day of 202....

THE CONDITIONS of this obligation are:

1. If the bidder withdraws his Bid during the period of bid validity specified in the Bidding documents; or
2. If the bidder refuses to accept the correction of errors in its bid; or
3. If the bidder, having been notified of the acceptance of its Bid by the Employer during the period of bid validity fails or refuses to:
 - (a) execute the Form of Contract Agreement; or
 - (b) furnish the Performance Security, in accordance with the Instructions to Bidders

we undertake to pay the Employer up to the above amount upon receipt of its first written demand, without the Employer having to substantiate its demand, provided that in its demand the Employer will note that the amount claimed by it is due to it, owing to the occurrence of one or more of the above conditions, specifying the occurred condition or conditions.

This Guarantee will remain in force up to and including the date twenty-eight (28) days after the period of bid validity, and any demand in respect there off should be received by us no later than the above date.

DATE SIGNATURE OF THE GUARANTOR.....

WITNESS

.....

SEAL

(Signature, Name, and Address)

Notes on Form of Letter of Acceptance

The Letter of Acceptance will be the basis for formation of the Contract as described in Clause 33 of the Instructions to Bidders. This Form of Letter of Acceptance should be filled in and sent to the successful bidder only after evaluation of Bids and after obtaining approval from the relevant authority.

FORM OF LETTER OF ACCEPTANCE

.....[date]

[LETTER HEADING PAPER OF THE PROCURING ENTITY]

To:

[name and address of the Contractor]

This is to notify you that your bid dated[insert date] for the construction and remedying defects of the Construction of Hostel Building for 400 Students *[name of the Contract and identification number]* for the Contract price of *[name of currency¹]* *[amount in figures and words]* as corrected in accordance with Instructions to Bidders and / or modified by a Memorandum of Understanding², is hereby accepted.

The adjudicator shall be *[name and address of the adjudicator, if agreed]* / shall be appointed by the Vice Chancellor, University of ..with the concurrence of Construction Industry Development Authority (CIDA)³.

You are hereby instructed to proceed with the execution of the said Work in accordance with the Contract documents.

The start Date shall be:*[fill the date as per Conditions of Contract]*.

The amount of Performance Security is: *[fill the amount as per Conditions of Contract]*.

The Performance Security shall be submitted on or before *[fill the date as per Conditions of Contract]*.

Authorized Signature:

Name and title of Signatory:

Name of Agency:

FORM OF CONTRACT AGREEMENT

This AGREEMENT, made the[day] of[month] 202....[year] between Vice Chancellor, University of ... [name and address of Employer] (hereinafter called “the Employer”) of the one part and [name and address of Contractor] (hereinafter called “the Contractor”), of the other part.

WHEREAS the Employer desires that the Contractor execute [name and identification no of Contract] (hereinafter called “the “Works”) and the Employer has accepted the Bid by the Contractor for the execution and completion of such Works and the remedying of any defects therein.

He Employer and the Contractor agree as follows:

1. In this Agreement, words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract hereinafter referred to,
2. In consideration of the payments to be made by the Employer to the Contractor as hereinafter mentioned, the Contractor hereby covenants with the Employer to execute and complete the Works and remedy any defects therein in conformity in all respects with the provisions of the Contract.
3. The Employer hereby covenants to pay the Contractor in consideration of the execution and completion the Works and the remedying of defects wherein 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.
4. The following documents attached hereto shall be deemed to form an integral part of this contract
 - a. Invitation for Bids
 - b. Section I - Instruction to Bidders
 - c. Section II - Bidding Data
 - d. Section III - Conditions of Contract
 - e. Section IV – Contract Data
 - f. Section V – Standard Forms
 - g. Section VI – Employer’s Requirements
 - h. Section VII – Forms of BID
 - i. Section VIII – Schedules

IN WITNESS whereof the parties hereto have caused this Agreement to be executed the day and year aforementioned in accordance with laws of Sri Lanka.

Authorised Signature of Contractor
SEAL

Authorised Signature of Employer
SEAL

In the Presence of:

1. Name and NIC No
Signature
2. Name and NIC No
Signature

**FORM OF PERFORMANCE GUARANTEE
(Unconditional)**

NUMBER:

DATE:

.....

SUM GUARANTEED:

To : Vice Chancellor, Univesity of ... [*Name of Employer*] (hereinafter called and referred to as “the Employer”) **Whereas**----- [*name and address of Contractor*] (hereinafter called and referred to as “the Contractor”) has undertaken, in pursuance of contract no. ----- dated to execute Hostel Construction for 400 Students [*name of contract*] (herein after called and referred to as “the Contract”).

And Whereas it has been stipulated by the Employer in the said Contract that the Contractor shall furnish the Employer with a Guarantee issued by a recognized organization for the specified therein as security for compliance with its obligations in accordance with the Contract;

And Whereas we have agreed to give Contractor such a Guarantee;

Now Therefore we hereby affirm that we are the Guarantor an responsible to you, on behalf of the Contractor, up to a total of Rupees ----- [*amount of guarantee*] --
----- [*amount in words*], such sum being payable in the type and proportions of currencies in which the Contract Price is payable . and we undertake to pay the Employer, upon the Employer’s first written demand and without cavil or objection, any sum or sums within the said amount as aforesaid without the Employer’s needing to prove or to show grounds or reasons for the Employer’s demand for the sum specified therein.

We hereby waive the necessity of the Employer’s demanding the said debt from the contractor before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the Contract or of the Works to be performed there under or of any of the Contract documents which may be made between the Employer and the Contractor shall in any way release us from any liability under this guarantee, and we hereby waive or any such change, addition or modifications.

This guarantee shall be valid until the date of issue of the Performance Certificate.

Signature and the Seal of the Guarantor :

Name of the Organization :

Address :

Date :

Witness :

**FORM OF GUARANTEE FOR MOBILIZATION ADVANCE
PAYMENT**

NUMBER:

DATE:

SUM GUARANTEED :

To :Vice Chancellor, University of *[Name of Employer]*(hereinafter called and referred to as “the Employer”) ----- *[Name and Address of Employer]*

Name of the contract ConstructionOf Hostel Building for 400 Students

In accordance with the provisions of the Conditions of Contract, Sub Clause 14.2 (Advance Payment) of the above mentioned contract -----
[name and address of Contractor] (hereinafter called and referred to as “the Contractor”) shall deposit with the Employer a guarantee acceptable to the Employer to guarantee his proper and faithful performance under the said Contract in and amount of *[amount of guarantee]**[amount in words]*

We, the ----- *[name and address of the organization]*, as instructed by the contractor, agree unconditionally and irrevocably to guarantee as primary obligator and not as surety merely, the payment to the Employer on his first demand without whatsoever right of cavil and objection on our part and without the Employer’s needing to prove or to show grounds or reason for the Employer’s demand for the sums specified therein and without his first claim to the Contractor, in the amount not exceeding Rupees*[amount of guarantee]* *[amount in words]*such amount to be reduced periodically by the amounts recovered by the Employer from the proceeds of the contract.

We further agree that no change or addition to or modification of the terms of the Contract or of the Works to be performed there under or of any of the Contract document which may be made between the Employer and the Contractor shall in any way release us from any liability under this guarantee, and we hereby waive notice or any such change, addition or modification.

No drawings may be made by the Employer under this guarantee until we have received notice in writing from the Employer that an advance payment of the amount listed above has been paid to the Contractor pursuant to the Contract.

This guarantee shall remain valid and in full effect from the date of the advance payment received by the Contractor under the Contract until the Employer receives full repayment of the same amount from the Contractor.

Signature and the Seal of the Guarantor :

Name of the Organization :

Address :

Date :

Witness :

FORM OF RETENTION MONEY GUARANTEE

(NOT PROMOTED)

NUMBER :

DATE:

SUM GUARANTEE:

To : ----- *[Name of Employer]*(hereinafter called and referred to as “the Employer”) ----- *[Name and Address of Employer]*

Whereas, it has been stipulated by the Employer in clause 14.7 of the Contract that he would release to the contractor the full sum mentioned under the contract in pursuance of clause 14.7 , on the contractor furnishing an unconditional guarantee acceptable to the Employer to the full value of the retention money, valid up to 28 days beyond the end of the Defects Notification Period.

We *[name and address of the Guarantor]* as instructed by the Contractor, unconditionally and irrevocably, guarantee to pay the Employer upon the Employer’s first written demand and without cavil or objection, any sum or sums within the said amount as aforesaid without the Employer’s needing to prove or to show grounds or reasons for the Employer’s demand for the sum specified therein and the said amount of Rupees..... *[amount of Guarantee]* *[amount in words]* in the event the contractor fails to carry out his obligations to rectify defects which is responsible to rectify under the contract.

This guarantee shall be valid up to *[date]*

Signature and the Seal of the Guarantor:

Name of the Organization:

Address:

Date:

Witness:

VOLUME 1B

SECTION II – BIDDING DATA

SECTION IV – CONTRACT DATA

SECTION VI – EMPLOYER’S REQUIREMENTS

SECTION VII (a) – FORM OF BID

SECTION VIII (a) – SCHEDULES

Section - II

BIDDING DATA

Note :

This section shall be read in conjunction with Section I – Instruction to Bidders, and is intended to provide specific information in relation to corresponding Clauses in Section I. Whenever there is a ambiguity, the provisions in Section II- Bidding Data shall supersede these in the Section I- Instructions to Bidders.

Bidding Data

Instructions to Bidders Sub Clause

Item	Sub Clause	Entry
Employer's name and address	1.1 & 9.1	The Employer is Name: Vice Chancellor, Address: Eastern University, Sri Lanka.
Scope of Works	1.1	<p>The contractor's Works consists of schematic design, detail design, preparation of specifications, construction and remedying defects during the defect liability period of cluster of buildings mainly storied concrete framed building on necessary foundation including all necessary services to house the Hostel Building for university students including all other facilities as described in the Employer's Requirements in considering the given budget line.</p> <p>The Minimum gross floor area of the building required is 35,000 ft² which includes accommodation rooms for 400 students, common toilets/bath complexes in each floor, suitable pantry, common rooms for reading in ground floor, minimum sub warden accommodation for the building with office, corridors, balconies, fire extinguishers, fans, soakage and sewerage pits, water service to the building, disable toilets, disable access. Total design, supervision and construction estimated cost is LKR 515 Mn for this design and Build contract.</p> <p>Located at Vantharumoolai</p>
Time of Completion	1.2	The time for Completion for the whole of Works shall be 365 Calendar days.
Delay damages for the Works	1.2	<p>The delay damages for the whole of the Works shall be 0.05% of the initial Contract Price per day</p> <p>The maximum amount of delay damages for the whole of the Works shall be 10% percent of the Initial Contract Price.</p>
Defects Notification Period	1.2	Defects Notification Period is 365 Days from Employer's taking over
Source of funds	2.1	The source of funds is the Government of Sri Lanka
ICTAD registration required	3.1	<p>The registration required</p> <p>Specialty – Building Construction Grade– C2 or above</p>
Eligible bidders	3.4	Foreign bidders are not allowed.
Qualification Information	3.1, 3.2	<ul style="list-style-type: none"> • ICTAD Registration
	4.1	

Specialty

Expiry Date

- VAT Registration number
- Attach Construction Programme
- Attach Legal Status (Sole proprietor, Partnership, Company etc.)
- Attach authentication for signatory
- Total monetary value of construction work performed for each of the last five years;
- Experience in works of a similar nature and size for each of the last five years. The bidder shall submit completion certificates and other relevant documentary evidence to substantiate compliance with the eligible requirements.
- Construction equipment;
- Staffing
- Attach Work Plan and methods;
- Attach certified copies of financial statements of the organization such as audited accounts to facilitate for evaluation of financial stability such as turnover, liquid assets, liabilities, working capital etc.
- Non-Collusion Affidavit

Average annual volume of construction work performed in last five

4.3(a) Average annual volume of construction work performed in last 5 years shall be at least Rupees 750 Mn.
Copy of those Audited statements should be submitted along the bid. Original should be declared at the evaluation stage.

Similar work performed

4.3(b) Experiences design and build prime contractor of at least one contract of a nature and complexity similar (at least RCC storied residential/hostel building work for at least 400 occupancies, minimum cost of Rs 350Mn completed during 12 months) to the works over the last 10 years with a value of work completed in any contract during a period of 12 months should not be less than LKR 500 Mn

Construction Methodology

The Bidder shall possess and demonstrate the use of proven fast track construction systems and technologies, including, but not limited to :

- Precast concrete construction systems

- Prefabricated or modular construction elements
- Other rapid deployment construction technologies suitable for time-bound execution

As mentioned in the TOR/Contract Data

Design Staff & Site staff	4.3(d)	
Liquid assets and/or credit facilities required	4.3 (g)	The minimum amount of liquid assets and/or credit facilities net of other contractual commitments and exclusive of any advance payments which may be made under the contract shall be not less than Rupees 125 million.
Bid Price	13.3	All the Tax components other than VAT shall be included in the rates. VAT component shall not be included in the rates. The amount written in the Form of Bid shall be without VAT. However, VAT component shall be shown separately at the end of the price schedule summary.
Contract is subject to price adjustment for fluctuation of prices	13.4	The Contract is subject to price adjustment in accordance with Clause 13.7 of the Condition of Contracts. (For the purpose of price fluctuation, the bidder shall submit the priced BOQ in line with the price proposal of Volume 3 along with the input percentages and shall be certified by the chartered Quantity Surveyor assigned to the project.)
Currency of Bid	14.1	The currency of the bid price shall be only in Sri Lankan Rupees.
Bid validity period	15.1	The Bid shall be valid up to 27/08/2026 .
Amount of Bid security	16.1	The amount of Bid security shall be Sri Lanka Rupees Five Million, One Hundred and Fifty Thousand Rupees Only (Rs 5,150,000.00)
Validity of Bid security	16.2	The Bid security shall be valid up to 24/09/2026 .
Pre-Bid meeting	17.1	Pre-Bid meeting will be held on 26/02/2026 at 10:00 am at the Board Room, Eastern University, Sri Lanka, Vantharumoolai.
Sealing and marking of Bids	19.2	The following information also shall be included in the inner covers of envelope marked as “Envelope 1 – Preliminary Information” : (i) Schedule,” Annual turn-over Information”,

- (ii) Schedule, “ Adequacy of Working capital”,
- (iii) Schedule, “ Construction experience in last five Years”,
- (iv) Schedule, “Construction experience in last ten Years in similar works in similar works”,
- (v) Schedule, “Major items of construction equipment proposed”,

The following information also shall be included in the inner covers of envelope marked as “**Envelope 2 – Design / Technical Proposal**”:

- (i) Schedule, “Team composition and Task assignment”,
- (ii) Curriculum vitae of key staff;
- (iii) Schedule, “ Time schedule for key staff”,
- (iv) Work Program (Design related activities);
- (v) Work Program (Construction related activities);

19.4 The following information also shall be included in the inner covers of envelope marked as “**Envelope 3-Financial Proposal**”,

- (i) Day work rates schedule;
- (ii) Schedule, “Overhead and profit percentage for Provisional Sum activities”

19.5 (a) The Employer’s address for the purpose of Bid submission is Director (Infrastructure Development), Ministry of Education, Higher Education and Vocational Education, No. 18, Ward Place, Colombo 07.

19.5 (b) Contract Name: **Design, Construction and Commissioning of Hostel Buildings for 400 students at Eastern University, Sri Lanka.**

Deadline for submission of Bids

20.1 The deadline for submission of Bids shall be 11.00 hrs on **02/04/2026.**

Address for submission of Bids:

Office of Director (Infrastructure Development), Ministry of Education, Higher Education and Vocational Education, No. 18, Ward Place, Colombo 07.

Evaluation and comparison of Bids

27.0 For evaluation and comparison of Bids option B is selected.

27.1 Weight for Design/Technical Proposal Shall be: DT = 25%

Weight for Price Proposal Shall be:
P = 75%

Correction of Errors	28.1(c)	Sub-Clause 28.1(c) not modified.
	28.1(d)	Sub-Clause 28.1(d) is deleted.
Amount of Performance Security	32.1	The standard form of Performance Security acceptable to the Employer shall be bank guarantee for this purpose. Insurance will not be accepted for this purpose. The amount of Performance Security is 5% of the Initial Contract Price.
	34.1	The retention from each payment shall be 10% percent. The limit of retention shall be 5% percent of the Initial Price.
Percentage of retention	34.2	6% of Initial Contract price.
Minimum amount of Interim Payment Certificates	34.2	
Adjudicator proposed by Employer	(35.1)	The Adjudicator proposed by the Employer shall be nominated at the occasion.

If the Bidder disagrees with the proposal of the Employer or the Adjudicator was not proposed, then the Adjudicator shall be appointed by the Appointing Authority who shall be the Construction Industry Development Authority (CIDA)

Fees and types of reimbursable expenses to be paid to the Adjudicator shall be on a case basis and shall be shared equally by the Contractor and the Employer:

Section - IV

CONTRACT DATA

Note:

This section shall be read in conjunction with section III- Conditions of Contract, and is intended to provide specific information in relation to corresponding Clauses in section III. Whenever there is an ambiguity, the provisions in section IV – Contract Data shall supersede these provided in the Section III – Conditions of Contract.

Contract Data

Sub Clause 1.1.2.2 **Employer is:** Vice Chancellor,
Address: Eastern University, Sri Lanka.

Employers Representative:
Registrar, Eastern University, Sri Lanka.

Sub Clause 1.1.2.4 **Engineer is:** Works Engineer, Eastern University, Sri Lanka.
Engineer Representative: Works Superintendent, Works Supervisor,
and / or any Consultant appointed by the University.

Sub Clause 1.1.5.6 Not Applicable

Sub Clause 3.1 **Engineer's Duties and Authority**

The Engineer shall obtain the specific approval of the Employer before taking action under the following Sub Clause of these Conditions:

- (a) Consenting to the subletting of any part of the Works under Sub Clause 4.4 (b);
- (b) Approving an extension of the Time for Completion, and/or any additional payments under Sub Clause 19.1 (*contractor's claim*) issuing variation under Sub Clause 13.1 (*Right to vary Employer's Requirements*), except in an emergency situation, as reasonably determined by the Engineer.
- (c) Approving additional payment under Sub Clause 13.3

Notwithstanding the obligation, as set out above, to obtain approval, if in the opinion of the Engineer, an emergency occurs affecting the safety of life or of the Works or of adjoining property, he may, without relieving the Contractor of any of his duties and responsibilities under the Contract, instruct the Contractor to execute all such work or to do all such things as may, in the opinion of the Engineer, be necessary to abate or reduce the risk. The Contractor shall forthwith comply, despite the absence of approval of the Employer, with any such instruction of the Engineer. The Engineer shall determine an addition to the Contract Price, in respect of such instruction, in accordance with Clause 13.3 and shall notify the Contractor accordingly, with a copy to the Employer.

Sub Clause 4.1 **Key personnel**

Schedule of Key Personnel:

Names with qualifications and experience to be written:

- (a) Project Management
 - Team Leader/Project Manager –

Should be a Chartered Architect or a Chartered Civil Engineer having at least 15 years' experience in construction industry especially in building construction.

(b) Design

- Project Architect –

Should be a Chartered Architect having at least 10 years' experience in design of multi storey buildings in similar nature.

- Structural Engineer -

Should be a Chartered Civil Engineer having at least 10 years experience in design of multi storey buildings in similar nature.

- Electrical Engineer -

Should be a B.Sc. Engineering Degree in Electrical and / or IT Engineering or equivalent acceptable to the Client with full professional qualifications having at least 8 years of experience in building trade and capable of handling IT net works and cabling in multi storey buildings in similar nature.

- Mechanical/Service Engineer -

Should be a Chartered Mechanical or Electro-mechanical or Building Service Engineer having at least 8 years experience in design of Mechanical Engineering/Service installations (water supply, sewer disposal, waste water disposal, fire protection) in multi storey buildings in similar nature.

- Architect –

Should be a Chartered Architect having at least 6 years experience in design of multi storey buildings in similar nature.

(c) Construction Management (full time) -

- Construction Manager (full time) –

Should be a Civil Engineer having at least 10 years experience or a Civil Engineer with qualifications established to obtain Associate Membership of the Institute of Engineers Sri Lanka, having 10 years experience in construction of (site organization, supervision, contract administration, monitoring, planning) multi storey buildings in similar nature.

- Site technical officers/supervisors (minimum 3 numbers full time).

Should be Technical Officers with qualifications of NDT/HNDE/TTI/NCT/Diploma or equivalent having at least 6 years experience in construction of (site organization, supervision, monitoring, planning as a technical officer) multi storey buildings in similar nature. MEP technical officers are essential.

- Sub Clause 4.2 Performance Security**
The Performance Security shall be 5% percent of the Initial Contract Price.
The Standard Form of Performance Security acceptable to the Employer shall be a Bank Guarantee for this purpose. Insurance will not be accepted for this purpose.
- Sub Clause 8.1 Start Date:**
Commencement of Work 8.1
The Start Date is 14 Days from the issue of the Letter of Acceptance.
- Sub Clause 8.2 Time for Completion**
The time for completion for the whole of Works shall be 12 Calendar months (365 Calendar days).
- Sub Clause 8.7 Delay Damages**
The Delay Damages for the whole of the Works shall be 0.05% of the Initial Contract Price per day.
The maximum amount of Delay Damages for the whole of the Works shall be 10% percent of the Initial Contract price.
- Sub Clause 11.1 Defects Notification Period**
Defects notification Period is 365 Days from Taking – over Certificate.
- Sub Clause 13.7 Adjustments for Changes in Cost**
The Contract is subject to price adjustment in accordance with Clause 13.7 of the Condition of Contracts. **(For the purpose of price fluctuation, the bidder shall submit the priced BOQ in line with the price proposal of Volume 3 along with the input percentages and shall be certified by the chartered Quantity Surveyor assigned to the project.)**
- Sub Clause 14.1 Contract Price**
The Works described under Day Works is to be paid according to quantity supplied or work done
- Sub Clause 14.3 (c) Retention Money**
The retention from each payment shall be 10 percent
The limit of retention shall be 5 percent of the Initial Contract Price.
- Sub Clause 14.4 Issue of Interim Payment Certificates**
Minimum amount of Interim Payment Certificates shall be 6% of the Initial Contract Price.

Sub Clause 14.7 Payment of Retention

The Retention will be released to the Contractor upon the certification of the Engineer that all Defects notified by the Engineer to the Contractor before the end of this period have been corrected.

Sub clause 18.4 Professional Indemnity Insurance

This amount of insurance shall be 10% if the initial contract price

**Sub Clause 19.2 & Failure to agree Dispute Adjudicator
19.4**

The appointing entity for appointing the Adjudicator is the Construction Industry Development Authority (CIDA)

Section - VI

EMPLOYER'S REQUIREMENT

1. BACKGROUND OF THE PROJECT

High cost are being borne in finding private lodgings, non- prudentialism of finding external hostel facilities for students who are following certain courses and difficulties in finding hostel facilities are the major concerns among the burning issues that are faced by these university students. Some students become difficult due to the lack of suitable hostels in those areas.

Accordingly, there is an expeditious requirement to provide hostel facilities for 16,000 students inclusive the students from low- income families. Therefore, considering this issue, as a strategy to solve it promptly, an expeditious plan had been prepared to construct buildings. Necessary steps were taken to construct and complete 55 hostels within a period of four years.

BASIC INFORMATION ON THE PROJECT

1. Project Title :
Construction of Hostel Building for 400 Students
2. Executing Agency : Eastern University, Sri Lanka
3. Progress Monitoring : Planning Division, Ministry of Education, Higher Education and Vocational Education, UGC, and EUSL
4. Physical Information on the Building Proposed :
It will be conventional / precast storied buildings **having at least 35,000 Sq.ft.** with suitable general Roof with heat, sound proof material (Not roof slab) including following facilities
 - I. No. of rooms: Rooms for 400 students' accommodation + sub warden accommodation with toilet facility
 - II. Room Balcony
 - III. Area of room for sufficient 4 students (Occupying 2 bunker beds, wardrobes, tables and chairs)
 - IV. Reading hall and pantry with worktop
 - V. Sufficient lighting and orbital/suitable fan
 - VI. Sufficient Sewer drainage and shield pits system for 400 students
 - VII. Sufficient Waste water drainage and soakage pits system for 400 students
 - VIII. Overhead tank and ground sump or any water supply mechanism–
Minimum half day capacity

- IX. Two toilet blocks for each floor
- X. One toilet complex should be comprised with 5 toilets, 6 showers cubical, 5 wash basins, etc.
- XI. Fire detection, and protection with addressable panel system alarm system, Fire extinguisher, Exit signage (for fire protection)
- XII. Disable access to the ground floor rooms
- XIII. Disable toilet at ground floor
- XIV. Corridors
- XV. Ceiling

THE SITE AND LOCATION: AT VANTHARUMOLAI, CHENKALADY

RESPONSIBILITY OF THE UNIVERSITY

- Suitable & Buildable lands should be required from the relevant University (Width & Length of the land, working area, machinery operation and over 150 workers)
- Bearing Capacity of the prepared land should be minimum 150 KN/M²
- Clearing of selected sites including removing of trees & abundance Buildings.
- Leveling the site as flat land to suit the construction of foundation directly.
- Provide drinking water facilities to the site from the university.
- Provide construction water to the site from the university. (bill will be paid by contractor, monthly)
- Provide 3 phase electricity to the site from the university. (bill will be paid by contractor, monthly)
- Provide suitable space to construct temporary huts for the workers accomodation.
- Access to the site for heavy vehicles and machineries to transport pre-cast items.
- Monthly progress review meeting chaired by the vice chancellor
- No scope changes to propose.
- Permission to enter the construction site.
- obtain necessary approvals of relevant authorities such as UDA, RDA Environment, Forest, Municipal Council, Pradeshiya Sabha if necessary
- Payment of CEB, Water board at the beginning if any such expenses incurred

MAIN FEATURES OF THE HOSTEL BUILDING

Structure	Footings, Columns, Beams, slabs – precast concrete/Insitu works with system formwork
Rooms	Rooms for 400 students with common bath rooms Sub warden accommodation with toilet facility
External walls	Minimum 150mm wall without cement plaster Need to be cement plastered
Sub warden rooms	Sub warden room with office and toilet facility
Facility for Disables	Disable toilet with bathing facilities in ground floor, access to building
Pantry	Relevant pantry with work top to use at least 3-4 students in one time with necessary sockets and water sinks Common pantry cupboard wall hanged
Internal walls	Minimum 100mm wall without cement plaster Need to be cement plastered
Floor	cement rendering with glass strip expansion joints (in corridors and bed rooms), Floor tiles in reading rooms, pantries and bath rooms
Roof	Suitable roofing with heat, sound insulation and necessary ceiling as per the design
Wall finishes	External – Weather Resistant Emulsion paint with water proofing primers Internal – Emulsion paint Bath room – wall tiles
External Doors/windows	Aluminium with pin headed glass (Non transparency from rooms)
Internal doors	Plywood doors/or any suitable doors with locking devices as per the Design architect directions
Electrical	As full fill the requirement of lighting Necessary fans (minimum orbitrac fans) Lights shall be LED type
Fire protection system	Fire detection, and protection with addressable panel system alarm system Fire extinguisher, Exit signage (for fire protection)

Drainage system	Sewer drainage system and waste water drainage system in considering 400 students (with shield pits) as per the university or linking to the existing system
Ramp & Drain	Suitable ramp around the building as per the university
Water service	half day capacity Overhead tank and ground sump or suitable water supply system in inside the building Ladder to OH tank (if OH tank available)
Day lighting system	100000 lumens

Following special features should be introduced.

- Fast track construction should be adopted.
- Energy efficient and maintenance free lighting and ventilations
- Door/Window louver system for both sides for proper ventilation to the room (outside and corridor side)
- Solar tube day lighting system for corridors
- Enclosing stair well
- Balcony separation grills and balcony rails
- In and Out air flow through the rooms (necessary air grills should be provided)
- In and Out air flow through the corridors
- Drop for shower cubicals and toilets
- Maintain necessary drops in bath rooms and toilet complex

THE SPECIFICATIONS SHALL BE AS GIVEN BELOW.

The main applicable British Standards and CIDA specifications that the design has to confirm to are listed below for easy reference. However the design has to confirm to all other non listed British Codes of Practise that is relevant to the design.

<u>Publication No</u>	<u>Description</u>
BS 8110	Reinforce concrete design
BS 5950	Structural steel design
BS 8004	Design of foundation
SCA/4/I	Specifications for Building Works (Vol. I) Third revision, July 2004
SCA/4/II	Specifications for Building Works (Vol. I) Third revision, July 2004
SCA/3/2	Specifications for Water Supply Sewerage and Storm Water Drainage works Second Edition, April 2002
SCA/8	Specifications for Electrical and Mechanical Works associated with Building and Civil Engineering Sri Lanka, Second Edition, August 2000
ICTAD/DEV/14	Fire regulations
BS 5306: Part I : 1976 (1998)	Fire Extinguishing Installations and equipment on premises.
Gazette Notification	For disable facilities and access

SPECIAL CONSIDERATION IN SPECIFICATIONS

Electrical installation should be done in accordance with IEE and CEB regulations to establish all the safety requirements. **The successful bidder should supply and install all the service lines from the transformer (or from the nearest external supply outlet) if distance is shorter from source.** The successful bidder should responsible for testing and commissioning of each installation to ensure that it is in proper working order. (No transformer insallation to the contractor)

The main electrical panel room at the ground floor and sub panel rooms for each floor and the Lighting system to be energy saving and environment friendly type.

In all rooms, adequate illumination and all necessary power outlets for 4 students and electrical fans to be provided.

Water Supply

The Contractor is to pressure test pipes after fixing taps and stop cocks and fittings prior to concealing, under the supervision of the Engineer or his representative.

The contractor shall provide the Engineer with the manufacturers' certificates of the standard, quality of the materials before commencing the works

All water pumps (if available) should be mounted on inertia bases fitted with anti-vibration mountings.

Flexible connections should be provided on connections between pump units and pipe work.

All taps, shower appliances, cocks and floor waste covers, used in the plumbing installation shall be chromium plated brass (CP brass) or stainless steel item unless otherwise stated. (branded fittings with manufacturer authorization certificate of suitability for continuous usage since this is 24x7 serviced hostel)

Sanitary Fittings and Plumbing

The whole of the sanitary works shall be carried out by a licensed sanitary plumber according to the layout and as specified and as directed at site. It should be noted that the positions shown on plans are approximate. Exact positions would be indicated at site.

All plumbing fixtures and fittings should be approved by the Architect, Engineer prior to ordering same for installation.

All items of pipes, specials and fittings shall be suitable for sewerage works purposes and for use with raw domestic sewage and installation and operation in a damp tropical climate with temperature between 20⁰C to 40⁰C and relative humidity of 80%

Materials

The Employer suggests following standards for material to be used and if the standards for the material proposed by the successful bidder are different from above he should prove that proposed standards are equal or superior to suggested standards and should obtain the Engineer's approval before use.

Item	Specification
Cement	Ordinary Portland Cement conforming to SLS 107-1995
Reinforcement	Grade $f_y=460$ N/mm ² – deformed high yield steel bars and Grade $f_y=250$ N/mm ² -Plain round steel bars conforming to BS 4449-1997

Ready mixed concrete	BS 1919, BS 8110 and BS 5328:1981
Bricks	SLS 391-1978
Cement Blocks	SLS 855
Aluminium Extrusions	BS 1470,1471,1473, 1474 Powder coating to a minimum thickness of 60-80 microns
Aluminium Doors, Windows and Partitions	BS 4873
Structural Steel	Should be of Grade 43 confirm to BS 3693 & 4320:1968
Brass / Stainless Steel Fittings, Locks, Door Closers, Floor hinges etc	Heavy Duty Type; Union or equivalent, New Star or kinglong or equivalent
Silicone Sealant	UV Resistant Tropicalized Silicone Sealant
Paint	Dulux or equivalent
PVC Pipes & Fittings (Water Service)	PVC ISO Type 1000
PVC Pipes & Fittings (Waste Water & Sewerage)	PVC ISO Type 600
Gate Valves Stopcocks etc	Brass
Ceramic Floor Tiles	Homogeneous Heavy Duty Type; Rocell or equivalent
Ceramic Wall Tiles	Glazed Homogeneous Heavy Duty Type
Sanitary Fittings	Rocell or equivalent
Water Fittings & Toilet accessories	Cromium plated; Grohe, plumber, or equivalent
Sunk Switches, 10A	B.S. 3676
13A Switched Socket Outlets, Plugs & Adopters.	B.S. 1363
5A and 15A Switched Socket Outlets	B.S. 546
R.C.C.B./R.C.D.	B.S.4293, IEC1008, BS EN 61008
M.C.B.	IEC 898 or BS EN60898 or IEC 947- 2 or B.S.3871:Part 1
M.C.C.B	07. I.E.C.947-2:1989 BS EN60947- 2:1992

Consumer Unit	B.S. 5486 Part 1 & Part 13 L.E.C.439-
Cu/PVC/SWA/PVC Cables, Cu/PVC/PVC Cables	B.S. 6346 B.S. 6004:1995 & SLS 733:1995
Cu/XLPE/SWA/PVC Cables, Cu/XLPE/PVC Cables	B.S. 5467
Wiring Cable	SLS Certificate
PVC Conduits	BS 4607 & BS 6099
Exhaust Fans	BS 5060 I.E.C.879:1987)
Ceiling Fans	BS 367
Compact Fluorescent Lamps (CFL)	Orange or equivalent
Lighting Fixtures	EN 60598, BS 4533
Steel enclosures (Epoxy powder coated finish)	IEC 529, BSEN 60529
PVC Conduits	BS 4607, BS 6099
GI conduits	BS 4568 Part I

TOR to the contractor

Building structure

The building structure should be designed in accordance with the British standard codes of practices (for loading, material, wind, foundation design, structural design calculations etc.). If the bidder proposes any other design method he should submit the details with his bid. The structure to be a reinforced cement concrete framed structure and if the bidder proposes to use any other method, he should submit all the details with the bid.

Following objectives are established for the assignment based on the Employers requirement. Bidders are highly advised to analyze the objectives and comment their views with required alterations in order to fulfill the Employers requirement with the bid.

1. The contractor shall carryout and be responsible for the design of the works. Design shall be prepared by qualified Chartered Architects and Engineers in relevant field. The contractor shall submit to the employer for consent the name and particulars of each proposed designer. **All the drawing should be certified by the relevant professional with mentioning the Membership number and the relevant professional body.** Develop schematic design for proposed building (with alternatives) Bidders are advised to submit draft schematic design (with alternatives) with their bids.
2. Detail Design
 - Provide comfortable living conditions with basic facilities including lighting, sanitation, and ventilation (as per the standard).
 - Ensure safety and security measures are incorporated in the design to safeguard residents.
3. Establish technical specification in accordance with the Employers requirements and any alternatives proposed with bid and agreed by the Employer
4. Construct the building in accordance with Employers requirements and specifications established including Contract Administration, Project Management, Construction Supervision etc.
5. Carryout any inspection needed during the defect liability period and take necessary action to rectify.

Schematic Designing Phase

The Employer shall have power to engage an independent party to review the designs at any stage, if required to ensure that the design satisfies the requirements of the Employer in terms of safety, stability and serviceability and to comment on the validity and the satisfactory compliance with the relevant building regulations, codes and standards. They are not required to comment on the choice of the design solution of the contractor unless the Employer has specifically requested to do so.

- a. Discuss the client's requirements
- b. The room size should be important to position all the required room furniture for 4 students (furniture layout should be submitted to the University. It is essential)
- c. Analyze and present a presentation to the client's requirements, prepare fully developed brief outline proposals etc. and submit the client approval
- d. Submit the work programme for designing activities
- e. Prepare Preliminary sketch design to interpret the design requirements
- f. Analyze the requirement of services such as water, electricity etc.
- g. Obtain Employers approval for the schematic design

Design Development Phase

- a. Preparation of Detailed Architectural drawings to a scale including elevation, section etc.
- b. Specially room size for all 2 bunker beds, wardrobes, tables and other university minimum requirements
- c. Preparation and submission of Design Development documents consisting of a set of Architectural drawings, Structural Drawings, plumbing drawings, Electrical and Mechanical drawings etc. and all the related construction drawings acceptable to the Employer. All drawings to be certified by a Chartered Engineer in relevant field
- d. Prepare specification acceptable to the employer
- e. Decide on the type of construction quality of materials and standards of workmanship
- f. Obtain approval from the Employer for type of construction finishing material etc., Sub contracts for mechanical and electrical system etc.

Construction and Contract Administration Phase

The scope of this phase shall be the total responsibility of the design and build contractor for constructions, supervision, contract administration and management etc.

- a. Prepare and submit master work programme for the entire project acceptable to the Employer
- b. Client's approval for construction materials according to the stipulated specification
- c. Examine the work programme to complete the project within the contracted period. Delays during the construction should be avoided or minimized.
- d. Construction Manager/Resident Engineer and 3 Technical officers should be responsible all the quality control in day to day work activities, progress, utilizing labour and machinery to the site to complete the construction as at agreed date. Finishes should be very neat and address to the important areas at the finishing stage.
- e. Construction programmer view meetings with employer and submitting progress report to the employer every two weeks' time.
- f. Ensure and submit testing and quality control conformity from approved organization
- g. Requirement and ensuring completion on time within cost and to the required quality Standards
- h. Develop and implement a project monitoring system

- i. Organize regular progress meeting with their team
- j. Ensure that all necessary pre-commissioning checks are carried out as necessary for the plant, Equipment etc.
- k. Ensure that all maintenance manuals drawings, plans and other instructions
- l. Employ adequate qualified Resident site staff members during the construction period minimum staff required to be as follows: (In addition to the staff given in the schedule “Minimum Key Professional Staff”)

	Position (full time)	Minimum Qualification
1	Construction Manager/Resident Engineer	B.SC (Eng) with 10 year experience in multi storied buildings
2	3 Nos. Construction Supervisors/Technical officers including at least qualified MEP officer	NDT/HNDE/NCT/TTI/Diploma or equivalent with 6years experience in multi storied buildings

Completion of the building

- a. Arrange to test all the systems installed and arrange to hand over all test reports and any other documents needed as per the specifications
- b. Completion of the building to a satisfactory of the employer and handing over along the assets list, warranty certificate, testing & commissioning certificates, service agreements after warranty and introduce of service suppliers to the university
- c. Prepare and hand over maintenance manual services and as built drawings to the client
- d. Advise and hand over relevant document regarding service agreement on equipment and services to the employer
- e. Arrange the specialist contractors to train the employer’s staff to operate the system and plans
- f. Ensure that all necessary pre-commissioning checks are carried out as necessary for the plant, equipment and building
- g. Ensure that all necessary operation and maintenance manuals, drawings, plans and other instructions are supplied to the Employer

Defect liability period

- a. Carry out any inspection needed during the defect liability period and prepare list of defect to be rectified and attend to rectify those defects
- b. Handover warranties and guarantees to the employer
- c. Upon completion of the defect liability period hand over the building acceptable to the employer

MINIMUM KEY PROFESSIONAL STAFF TO BE ASSIGNED DURING THE DESIGNING PHASE AND CONSTRUCTION PERIOD (PERIODIC VISIT AND CLOSE ATTENTION) SHOULD BE AS FOLLOWS:

Staff position	Minimum Academic Qualification	Minimum Experience
Team Leader/Project Manager	B.Sc. Engineering / Architecture Degree or equivalent with professional qualification	15years experience in the field of Engineering/ Architecture, specialized in Designing, Project Management etc. of multi storied building projects.
Project Architect	B.Sc. Engineering / Architecture Degree or equivalent with professional qualification	10years experience in the designing and construction of multi storied buildings and associate structures.
Structural Engineer	B.Sc. Engineering Degree in Civil engineering or equivalent acceptable to the Client with full professional qualifications	10years experiencedesign of multi storied buildings
Architect	B.Sc. in Architecture or equivalent with full professional qualifications acceptable to the Client	6 years of experience in architectural designing of multi storied buildings and associate structures
Mechanical/Service Engineer	Should be a Chartered Mechanical or Electro-mechanical or Building Service Engineer	8 years experience in design of Mechanical Engineering/Service installations (water supply, sewer disposal, waste water disposal, fire protection) in multi storey buildings in similar nature
Electrical Engineer	B.Sc. Engineering Degree in Electrical and / or IT Engineering or equivalent acceptable to the Client with full professional qualifications	8 years of experience in building trade and capable of handling IT net works and cabling in multi storey buildings in similar nature.

Note : Site Staff is mentioned under the “Construction and Contract Administration Phase” para.

<<---TOR finish.

Section - VII (a)

NON-COLLUSION AFFIDAVIT and FORM OF BID

Non-collusion Affidavit

The undersigned bidder or agent, hereby solemnly, sincerely, and truly declares and affirms/makes an oath and states as follows;

- a) That he/she has not, nor has any other member, representative, or agent of the firm, company, corporation, or partnership representing him/her, entered into any combination, collusion, or similar agreement with any person in connection with the price to be bid;
- b) That he/she or anyone representing him/her has not taken any step whatsoever to prevent any person from bidding, nor to induce anyone to refrain from bidding; and
- c) That this bid is made without reference to any other bid and without any agreement, understanding, or combination with any other person in reference to this bid.

He/she further states that no person, firm, or corporation has received or will receive, directly or indirectly, any rebate, fee, gift, commission, or thing of value in connection with the submission of this bid.

The bidder accepts full responsibility for ensuring the absence of collusion and hereby pledges to abide by fair and ethical competition practices throughout the procurement process and fully comply with the applicable Procurement Guidelines.

I hereby affirm, under the penalties for perjury, that all statements made by me in this affidavit are true and correct.

.....
Signature of the Declarant

The foregoing Affidavit having been duly read over and explained by me to the Affirmant above named and he/she having understood the contents therein and admitted to be correct, affirmed and set his/her signature hereto before me on this day of ... at ...
BEFORE ME,

.....
JUSTICE OF THE PEACE/COMMISSIONER OF OATHS

FORM OF BID

NAME OF CONTRACT: Design, Construction and Commissioning of Hostel Building for 400 students at Eastern University, Sri Lanka

To: Vice Chancellor,
Eastern University, Sri Lanka.

We have examined the Conditions of Contract, Employer’s Requirements, Schedules and Addenda Nos. for the execution of the above – named Works. We accordingly offer to design, execute and complete the said Works and remedy any defects fit for the purpose, in conformity with the Bidding Documents and the enclosed Proposal, at the sum stated in the Form of Price Proposals included in a separate envelope and submitted with this bid, or other such sums as may be determined in accordance with the terms and conditions of the Contract.

We confirm that our bid includes this General Information, Price Proposal, and Design/Technical Proposal sealed under three separate envelopes.

We agree to abide by this Bid until2026 and it shall remain bidding upon us and may be accepted at any time before that date.

We confirm that, we (including all members of a joint venture and subcontractors) are not associated, directly or indirectly, with the consultant or any other entity in preparation of the design, specification, and other documents for the contract.

If this offer is accepted, we will provide the specified Performance Security, commence the Works as soon as reasonably practicable after the Commencement Date, and complete the Works in accordance with the above - named documents within the Time for Completion. We will ensure that works will be done in conformity with the contract.

Unless and until a formal Agreement is prepared and executed this Bid, together with your written acceptance thereof, shall constitute a binding Contract between us.

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

.....

Signature of the persons duly authorized to sign documents for and on behalf of

.....

Address:

.....

.....

Date:

Section - VIII (a)

SCHEDULES

Related to General Information

Schedule A 1 - Preliminary Information

(enclose this schedule in the envelope marked, “ Envelope 1 – general Information”)

- (i) If pre qualification is done the bidders are required to include information subsequent to that submitted with the pre-qualification application*
- (ii) For joint ventures, each joint venture partner shall furnish information separately*

ITB Clause reference	Description	Information (to be filled by the Bidder)	Remarks
3.1	ICTAD Registration		Provide certified copies and label them as attachment to Clause 3.1
	Registration Number		
	Grade		
	Spatiality		
	Expiry Date		
3.2	NCCASL membership		Provide certified copies and label them as attachment to Clause 3.2
	Number		
	Expiry Date		
4.1 (a)	Legal Status		
	If a Joint Venture, names and addresses of Joint venture partners	1. 2. 3.	Provide certified copy of the Joint Venture Agreement.
	If a Joint Venture, names of the Lead Partner		
	For joint ventures, each joint venture partner shall furnish Legal Status separately.		
	Name (Lead Partner)		Provide certified copies and label them as attachment to Clause 4.1 (a)
	Legal status		
	Place of registration		
	Principal place of business		

	Written power of attorney of the signatory to the Bid	Provide certified copy of the power of attorney attested by a Notary and label them as attachment to Clause 4.1 (a)	
	VAT Registration Number		Provide certified copies and label them as attachment to Clause 4.1 (a)
	Name (Partner 2)		
	Legal status		
	Place of registration		
	Principal place of business		
	Written power of attorney of the signatory to the Bid	Provide certified copy of the power of attorney attested by a Notary and label them as attachment to Clause 4.1 (a)	
	Name (Partner 3)		
	Legal status		
	Place of registration		
	Principal place of business		
	Written power of attorney of the signatory to the Bid	Provide certified copy of the power of attorney attested by a Notary and label them as attachment to Clause 4.1 (a)	

Schedule A 2 – Annual Turn over Information

(Construction only – five years during Last eight years)

(enclose this schedule in envelope marked “ Envelope 1 – General Information ”)

- (i) If pre-qualification is done the bidders are required to include information subsequent to that submitted with the pre-qualification application.*
- (ii) For joint ventures, each joint venture partner shall furnish information separately.*

Years from last 8 yrs	Turn –over	Remarks
1		Attach audited reports and label them as attachments to Clause 4.1 (a) (i)
2		
3		
4		
5		

Schedule A 3 – Adequacy of Working Capital

(enclose this schedule in envelope marked “Envelope 1 –General Information)

If pre qualification is done the bidders are required to include information subsequent to that submitted with the pre-qualification application

Source of credit line	Amount	Remarks
		Provide documentary evidence and label them as attachment to Clause 4.1 (a) (ii)
Total		

Check List for Bidders

Bidders are advised to fill the following table:

ITEM	ITB Clause	YES (tick)	REFERENCE
Form of Bid and Non- Collision Affidavit			
Addressed to the Employer ?	18		
Completed?	18		
Signed?	18		
Bid Security Declaration Form (if required)			
Properly filled and signed	16		
Bid Security (if required)			
Addressed to the Employer ?	16		
Format as required?	16		
Issuing Agency as specified?	16		
Amount as requesting?	16		
Validity 28 days beyond the validity of Bid?	16		
Qualification Information			
All relevant information completed?	4		
Signed?	4		
Addendum			
Contents of the addendum (if any) taken in to account?	10		
BID package			
All the documents given in ITB Clause 12 enclosed in the original and copy?	12		
ITB Clause 19 followed before sealing the Bid Package?	19		

VOLUME 2

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Section - VII (b)

FORM OF DESIGN & TECHNICAL PROPOSAL

FORM OF DESIGN/TECHNICAL PROPOSAL

Name of Contract: Design, Construction and Commissioning of Hostel Building for 400 students at Eastern University, Sri Lanka.

To: Vice Chancellor
Eastern University, Sri Lanka.

We have examined the conditions of contract, Employer’s Requirements, Schedule and Addenda Nos.-.....for the execution of above-named works.

We accordingly offer to design, execute and complete the said Works and remedy any defects, fit for purpose in conformity with these Bidding Documents and enclosed proposal. We are hereby submitted our Bid, which includes this Design/Technical Proposal, General Information and a Financial Proposal sealed under a separate envelope.

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

.....

Signature of the persons duly authorized to sign documents for and on behalf of

.....

Address:

.....

.....

Date:

Section - VIII (b)

**SCHEDULES - Related to Design and Technical
Proposal**

Schedule B1 – Comments and Suggestions on Employer’s Requirements

(enclose this schedule in envelope marked “Envelope 2 – Design and Technical Proposal”)

Sheet 1 of

Bidders may include observations made on Employer’s Requirements and any suggestions for consideration. (Use additional pages if necessary).

Schedule B2 – Contractor’s Proposal

(enclose in envelope marked “Envelope 2 – Design and Technical Proposal”)

Sheet 1 of

This schedule should be complete considering all the requirements given in the Employer’s Requirements, including design criteria, specifications and technical data. (use additional pages if necessary)

Schedule B3 – Team Composition and Task Assignment

(enclose this schedule in envelope marked, “Envelope 2 – Design and Technical Proposal”)

A. Design Staff

Name	Position	Task

B. Construction Management

Name	Position	Task

Schedule B4 – Curriculum Vitae of Key Staff

(enclose Curriculum Vitae in envelope marked, “Envelope 2 – Design and Technical Proposal”)

Proposed Position:				
Name of Staff:				
Profession:				
Date of Birth:				
Membership in Professional Societies:	Society/ Institution	Membership Category	Date Obtained	
Detailed Tasks Assigned:				
Key Qualifications:	<i>Give an outline of staff member’s experience most pertinent to tasks or assignment. Describe degree of responsibility held by staff member on relevant previous assignment and give dates and locations. Use about half a page.</i>			
Education:	Institute	Qualification	Date Obtained	
Employment Record:	Organization	Position Held	Responsibilities and Tasks Performed	Period

Certification:	I, the undersigned, certified that to the best of my knowledge and belief, the information is correct.
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Signature of staff member:	Date:
----------------------------------	-------------

Section - IX

DRAWINGS

(Architectural floor plan, elevations, finishes schedule, door window schedules, services)

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Section - VII (c)

FORM OF PRICE PROPOSAL

FORM OF PRICE PROPOSALS

Name of Contract: Design, Construction and Commissioning of Hostel Building for 400 students at Eastern University, Sri Lanka

To: Vice Chancellor
Eastern University, Sri Lanka.

We have examined the Conditions of Contract, Employer’s Requirements, Schedules and Addenda Nos. or the execution of the above–named Works. We accordingly offer to design, execute and complete the said Works and remedy any defects fit for the purpose, in conformity with the Bidding Documents and the enclosed Proposal, for the sum of Rupees (excluding VAT) (Rs.....) or other such sums as may be determined in accordance with the terms and conditions of the Contract. The above amounts are in accordance with the Price Schedule herewith and are made part of this bid. We confirm that our bid includes this Price proposal, Design/Technical Proposal, and General Information sealed under a separate envelopes.

We accept your suggestions for the appointment of Adjudicator, as set out in Bidding Data.

We agree to abide by this bill until <date> 2026, and it shall remain binding upon us and may be accepted at any time before that date.

We confirm that, we (include all members of a joint venture and subcontractors) are not associated, directly or indirectly, with the consultant or any other entity in preparation of the design, specifications, and other documents for the contract.

If this offer is accepted, we will provide the specified Performance Security, commence the Works as soon as reasonably practicable after the Commencement Date, and complete the Works in accordance with the above–named documents within the Time for Completion. We will ensure that works will be done in conformity with the contract.

Unless and until a formal Agreement is prepared and executed this Bid, together with your written acceptance therefore, shall constitute a binding Contract between us.

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

.....
Signature of the persons duly authorized to sign documents for and on behalf of
.....

Address:
.....
.....

Date:

Section - VIII(c)

SCHEDULES - Related to Price Proposal

Schedule C1 - Price Schedule

(enclose all price schedule in envelope marked, "Envelope 3 – Financial Proposal")

Activity 1 : Preliminaries

Item No:	Sub-activity description	Amount (Rs.)
1.1	For providing Performance Guarantee	
1.2	For providing Advance payment Guarantee	
1.3	For mobilization in Site	
1.4	Allow lump sum for insurance of works, plant & machinery, material, third party and workmen.	
1.5	Electricity for the works (for settling university bill) (Supply to the site is done by university)	
1.6	Water for the works (for settling university bill) (Supply to the site is done by university)	
1.7	Provide lump sum to construct furnish, maintain & removal at end of contract temporary building for protection & storage of materials & plant and for workshops.	
1.8	Provide lump sum to construct furnish, maintain & removal at end of contract Engineer's office.	
1.9	Provide lump sum to construct furnish, maintain & removal at end of contract Contractor's office.	
1.10	Key personnel – site resident staff over the contract period	
1.11	Supplying specimens and samples of materials used and carried out tests and submit reports etc	
1.12	Allow for providing safety, Health and sanitary facilities for Contractor's staff.	
1.13	Provide lump sum for safety fences, necessary warning notice, adequate night lighting, night watchers etc.,	
1.14	Provide lump sum for providing security and safeguarding the works, material and plant against damage, vandalism and trespass	

1.15	Provide lump sum for demobilization, removal of all rubbish & debris and clean up site on completion, leveling all in good order and handing over	
1.16	Allow lump sum for providing “As Built” drawings, shop drawings and Operating and Maintenance manual as specified.	
Item No:	Sub-activity description	Amount (Rs.)
	Any other Sub-activity (Bidder to include)	
1.A1		
1.A2		
1.A3		
1.A4		
1.A5		
1.A6		
1.A7		
1.A8		
1.A9		
1.A10		
Total for Activity 1 carried to summary		

Schedule C 1 - Price Schedule		
<i>(enclose all price schedule in envelope marked, "Envelope 3 – Financial Proposal")</i>		
Activity 2 : Design		
Item No:	Sub-activity description	Amount (Rs.)
2.1	Surveying the site (if essential)	
2.2	Site investigations and testing (if essential)	
2.3	Schematic designs	
2.4	Design of the building including essential external works items	
2.5	Quality control, planning, monitoring, testing and remedial measures	
	Any other Sub-activity (Bidder to include)	
2.A1		
2.A2		
2.A3		
2.A4		
2.A5		
Total for Activity 2 carried to summary		

Schedule C 1 - Price Schedule		
<i>(enclose all price schedule in envelope marked, "Envelope 3 – Financial Proposal")</i>		
Activity 3 : Construction		
Item No:	Sub-activity description	Amount (Rs.)
	Land preparation to suit building construction (bearing capacity 150 KN/m ²)	By university
3.1	Excavation and earth work	
3.2	Foundation and substructure	
3.3	Concrete work	
3.4	Waterproofing	
3.5	Masonry work	
3.6	Roof work	
3.7	Timber work and carpentry work	
3.8	Aluminum and metal work	
3.9	Floor, wall, pantry tops, ceiling finishes and handrail work including all tiling works as per the given design	
3.10	Painting and decoration	
3.11	Electrical installation	
3.13	Internal all plumbing and sanitary installations with every type of sinks, water closets and fittings	
3.14	Fire detection, and protection with addressable panel system alarm system, Fire extinguisher, Exit signage (for fire protection)	
3.15	External plumbing and water supply, overhead tank and sump (from overhead tank or as designed appropriately)	
3.16	Ramp, waste water and sewerage disposal system	
3.17		
3.18		

3.19		
Any other Sub-activity (Bidder to include)		
3.A1		
3.A2		
Item No:	Sub-activity description	Amount (Rs.)
3.A3		
3.A4		
3.A5		
Total for Activity 3 carried to summary		

Special Note to the bidder:

YOU CAN ADD/DELETE/MODIFY ABOVE CONSTRUCTION ACTIVITY SCHEDULE AS PER YOUR GIVEN DESIGN. YOU CAN PREPARE YOUR OWN FORMAT IN WORD/EXCEL.

Schedule C2 – Price Schedule

(enclose all price schedules in envelope marked, “Envelope 3 – Financial Proposal”)

Day Works

Item No:	Description	Unit	Qty	Rate (Rs.)	Amount (Rs.)
D.1	Labourer - un skilled	hours	100.00		
D.2	Labourer– skilled	hours	50.00		
D.3	Bar bender	hours	40.00		
D.4	Mason	hours	50.00		
D.5	Carpenter/Joiner	hours	50.00		
D.6	Plumber/Pipe fitter	hours	40.00		
D.7	Plasterer/Tile fixer	hours	50.00		
D.8	Painter	hours	50.00		
D.9	Plant Operator	hours	30.00		
D.10	Electrician	hours	50.00		
D.11	Aluminum fabricator	hours	40.00		
D.12	Tor steel	Kg	250.00		
D.13	Mild steel	Kg	150.00		
D.14	Cement (50 kg)-Brand	Bag	25.00		
D.15	Weather shield paint - CIC or equivalent	Liter	20.00		
D.16	Emulsion Paint - CIC or equivalent	Liter	20.00		
D.17	Enamel paint - CIC or equivalent	Liter	10.00		
D.18	Brick (1000 nr)	Item	1.00		
D.19	Ply wood 12mm thick 4'x8'	Nos.	10.00		

D.20	Ply wood 16mm thick 4'x8'	Nos.	10.00		
D.21	River sand	m ³	10.00		
D.22	20mm aggregate(granite)	m ³	10.00		
D.23	Air compressor (125 cubic feet) any type of drive, including fuel, water, all consumable stocks, spares, hoses and jack hammers.	hours	25.00		
D.24	Concrete mixer, closed drum with hopper any type of drive, fuel and all consumable stocks and spares, capacity 08/7.	hours	25.00		
D.25	Motor lorry, including fuel, all consumable stocks and spares, capacity 3 ton tipper.	hours	20.00		
D.26	Welding machine including all consumable stocks and spares single operator 400 amps.	hours	30.00		
D.27	Backhoe Loader (capacity.....) including -do-	hours	20.00		
D.28	Jack hammer (capacity.....) - including -do	hours	30.00		
Total for Day works carried to summary					

Schedule C3 - Percentage of the Overheads and profits for Plant, Materials or services to be Purchased by the Contractor (if any) under Provisional Sums, in accordance with sub-clause 13.4 of Conditions of Contract

(enclose this schedule in envelope marked, "Envelope 3 – Financial Proposal")

Item Number (1)	Amount of Provisional Sum <i>(to be filled by the Employer)</i> (2)	Percentage <i>(to be filled by the Bidder)</i> (3)	Amount of Overhead and Profit <i>(to be filled by the Bidder)</i> (4)=(2)*(3)/100
P.1			
Total for Day works carried to summary			

Special Note to the bidder :

If not provisional sums declared by the bidder in schedule C1, the above C3 is not necessary to fill.

Schedule C4 – Price Schedule

(enclose all price schedules in envelope marked, “Envelope 3 – Financial Proposal”)

Sheet of.....

Summary

Activity No:	Activity description	Amount
1	Preliminaries	
2	Design	
3	Construction	
	Any other activity (bidder to include)	
A		
B		
	Sub Total	
	Discount	
	Add Day Work Schedule	
	Amount carried to Form of Bid	
	Add VAT	
	Total	

Signature of bidder

Seal

Date

Schedule C5 – Input Percentages for Price Adjustment Formula

(enclose this schedule in envelope marked, “Envelope 3 –Financial Proposal”)

Input Name <i>(Include major materials below the list, together with percentages for all inputs)</i>	ICTAD Reference Indices	Percentage <i>(percentages listed should added to 90.0)</i>
Major Plants	P1	
Small Equipments	P2	
Skilled Labour	L1	
Unskilled Labour	L2	
	Total	90.0

(For the purpose of price fluctuation, the bidder shall submit the priced BOQ in line with the price proposal of Volume 3 along with the input percentages and shall be certified by the chartered Quantity Surveyor assigned to the project.)