

CHECK LIST

Name of Work: ***Construction of cdb Regional Office at Gypshing, Mongar.***

Before submission of the document, please check that:

1. The bid evaluation guidelines are studied and understood properly;
2. Questionnaire Forms are filled up, signed;
3. All the supporting documents required as per Bid Evaluation Guidelines are submitted, signed and every pages are numbered properly;
4. All items rates both for electrical and civil works are quoted and all pages are signed;
5. Bid security is obtained for specified time and amount
6. The drawings that were issued to you with the bid are signed;
7. All the pages of the bidding documents are properly signed;
8. The item rates for construction materials are for construction site at Mongar
9. Your rates are, among others, inclusive of insurance for construction materials to be transported from the road head to the proposed site (You are advised to visit the site prior to the quoting of your rates). Refer conditions of contract.
10. Your rates are inclusive of the cost that might involve in the constructing site office for our site supervisor. You will not be entitled for additional payment with regard to this.
11. Your rates are also inclusive of the material/labour cost fluctuations during the project duration. No escalation of cost for both material and labour will be made during the contract duration.
12. The contractor's commitment of equipments & manpower through the questionnaire shall be made available on the commencement of the work. In the event the contractor fails to do so, a penalty equivalent to 0.05% of the contract value per day shall be imposed until the contractor fulfills the commitment;
13. Finally go through the entire bidding documents and read and understand the BOQ descriptions clearly and then quote the rate accordingly. Should you have anything not clear to you, contact the CDB office at Tel # 326035/333502 immediately. If we do not receive any kind of enquires before the submission of the bid we will assume that all the clauses and the BOQ description clear and acceptable to you.
14. Contract duration shall be of 16 months from the date of handing over of site.
15. Bid security shall be Of Nu. 100000/- (Ngultrum hundred thousand) only and has no relation with the estimate.
16. Defect liability period shall be of 12 months from the date of handing taking of the structure.
17. The bids to be submitted in one original and one copy

Note: Please read the entire document prior to submission. A pre-bid meeting will be arranged if necessary.