

DOCUMENT FOR HIRING OF MACHINERIES



Royal Government of Bhutan

GASA DZONGKHAG

FINANCIAL YEAR- 2018-2019

TERMS AND CONDITIONS FOR HIRING OF MACHINERIES

1. Award Criteria

The Employer shall award the Contract to the Bidders whose offer is substantially responsive to the Bidding Document and that has been determined to be the lowest **evaluated** Bid price, provided that the Bidder is determined to be qualified to perform the Contract satisfactorily.

2. Qualification of the bidder

To establish its qualification to perform the Contract in accordance with Section 3 (Evaluation and Qualification Criteria) the Bidder shall provide the information requested in the corresponding information sheets included in Section 4 (Bidding Forms) .

(Note : Kindly refer **section 3 & 4** in Standard Bidding Document(SBD) for the Procurement of small works up to Nu. 4 million prepared by the Public Procurement Policy Division (PPPD) Ministry of Finance)

3. Submission & Opening Of Bids

The Bidder shall enclose the original in one (1) envelope and all the copies of the bid in another envelope, duly marking the envelopes as “ORIGINAL” and “COPY.” These two (2) envelopes shall then be enclosed in one (1) single outer envelope.

The inner envelopes shall:

- (a) Be signed across the seals by the person authorised to sign the Bid on behalf of the Bidder;
- (b) Be marked “ORIGINAL” and “ COPY” and
- (c) Bear the name and address of the Bidder

The outer envelope shall;

Be sealed with adhesive or other sealant to prevent reopening;

be addressed to the Employer at the address specified in the BDS; bear a statement “DO NOT OPEN BEFORE.....” the time and date for Bid opening as specified in the BDS.

If all or any envelopes are not sealed and marked as required,, the Employer **shall not reject the bids but assume no responsibility for the misplacement or premature opening of the Bid**

For **Bid submission purposes** only, the Employer's address is:

Attention: **Dasho Dzongrab**

Address: **Dzongkhag Administration, Gasa**

The deadline for the submission of Tenders is: 12:00 Noon on **25/03/2019**

The Bid opening shall take place on the same day as the closing day of the bid by the opening committee.

Submission at: ***Dasho Dzongda's Office.***

Date: [25/03/2019]; Time:[2:30PM]

4. Validity of the bids

Bids shall remain valid for the period **30 days**. Any Bids which does not meet the validity requirement shall be rejected by the Employer as non-responsive.

5. Bid Security

The Bidder shall furnish lump sum of Nu. **50,000.00 (Ngultrum Fifty Thousand only)** a Bid Security in favour of **Dasho Dzongrab** in the form of following forms, issued by any reputed Financial Institutions in Bhutan.

- a) A demand Draft; or
- b) Cash Warrant

The Bid Security may be forfeited:

- (a) if the Bidder withdraws the Bid after Bid opening during the period of Bid validity. Further the bidder may be excluded from future participation for a period of two years.
- (b) if the Bidder does not accept the correction of the Bid price.
- (c) in the case of a successful Bidder, if the Bidder fails within the specified time limit to sign the Agreement; or furnish the required Performance Security.

6. Notification of the work

The employer will notify the contractor at the time of requirement of the machineries as and when need arises and the contractor have to proceed the performance security to the employer in the form of Bank Guarantee/ demand draft in favour of Dasho Dzongrab. The amount of performance security will be notify by the employee with respect to the quantum of the work need to be executed at site, within 7 (Seven) working days, if not the bid security deposit will be forfeit and the work will place to second lowest.

The employer will issued the work order to the contractor only after receiving of the performance security from the contractor.

7. Work order.

The successful bidders has to deployed the machineries at the working site within seven (7) working days, from the date of issuing work order, if not the Performance security will be forfeited and the work will be place to second lowest.

8. Idle Charges

8.1 The idle charges for the machineries have to bear by the successful bidder, if the machine gets off due to technical problem from the machines and delay supply of fuel but the idle charges have to bear by the employer if the machines have left idle without work at site.

8.2 The fuel (HSD) for the machineries have to supply by the successful bidder on time, however bidder fails to supply the fuel on time and if the machineries left idle the charges will be as per clauses 8.1.

8.3 If the machineries gets off road the bidder have to repair the machineries within 30 days and the idle charges will be as per clauses 8.1

8.4 If machine is not rectified within above mentioned days, the bidder should replace the machine immediately if not performance security will be forfeited.

9. Transportation charges

The machineries have to transport to the working site by the bidder as per the issued work order. After completing the work the employer will inform or issue

the work completion report to the bidder and the bidder have to lift the machineries from the working site. The transportation charges for lifting the machine(Excavator Only) is lump sum **Nu.75,000** irrespective of any location or destination. Only one way transportation charge will be given i.e **Nu.75,000 (Seventy Five Thousand Only)** for Excavator machine only.

10.Price Adjustments

The rates and prices in the bill of quantities are fixed for the duration of the Contract and not subject to price adjustment during the performance of the Contract.

11.Payment and currency.

The Employer shall pay the Contractor the amounts certified by the Engineer within thirty (30) days of the date of each certificate.

The Employer will not pay any advance like mobilization and secured advance to the Contractor. However, the employer will paid running bills after verifying and submission of the log book by the Engineers and other person authorize.

12.Safety& Security of machineries and operators

The Contractor shall throughout the execution and completion of the Works and the remedying of any defects therein :

- (a) Have full regard for the safety of all persons entitled with the machines.
- (b) Provide and maintain at the Contractors own cost in case of accident happen to the machineries and operators.

Name of work:- Hiring of Machinereries for Gasa Dzongkhag.

Location:- Gasa Dzongkhag.

Bill of Quantites

Sl/No	Machinereries	Qty.	Rate per hr. (Nu.)	Rate in words
1	Excacvator with bucket	1 No.		
2	Excavator with Breaker (payment will be paid if the breaker is used & ideal charges for breaker will not paid for any circumstances).	1 No.		
			Rate per Day (Nu.)	Rate in words
3	Ideal charges for Excavator	1 No.		
4	Tipper Truck	1 No.		
5	Ideal Charges for Tipper Truck	1 No.		

Note :-

Transportation charges of the Machinereries to and fro will be as per the clause 9 of the term and conditions.

Details of the Bidder :-

1.Name of the Bidder :-

2.Address :-

3.Contact No. :-

4.FAX No. :-

Signature of the Contractor.