

File No. *CD/DA/MS/Auto/2025-2026*

# CAPITAL DEVELOPMENT AUTHORITY

*NIT*  
*(Civil) Div Cabinet Block,*

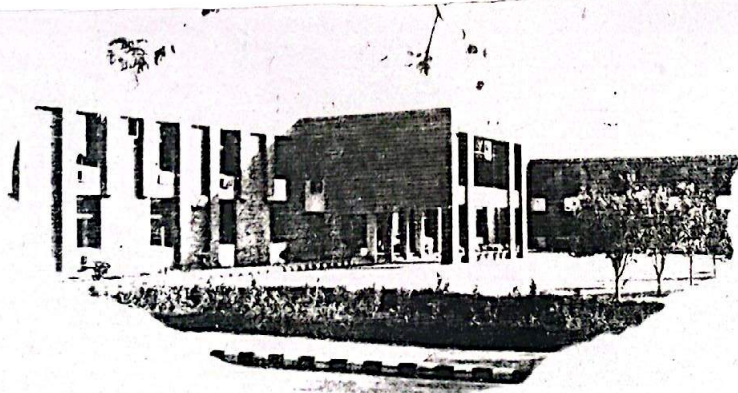


Capital Development  
Authority

## NIT

Name of Work:- **REPLACEMENT OF FLOOR TILES IN  
CORRIDOR 2ND FLOOR OF ESTB DIVISION AT  
CABINET BLOCK IDB.**

N.I.T Amount.	Rs.3,975,573/-
Earnest Money	Rs.119,270/-



CENTRAL PUBLIC DEPARTMENT CODE PARAGRAPHS 88-89

(i) Name of works: Replacement of floor tiles in C.A. Division 2nd floor  
(ii) NIT Amount Rs. 3,975,573/- PEST DIVISION etc. etc. Islamabad

1. Contract documents consisting of detailed plans, complete specifications, schedule of quantities of various classes of work to be done and the set of conditions of contract to be completed with by the person whose tender may be accepted, which will also be found printed in the form of tender can be seen at Divisional Office during office hours in the working days.

2. Tenders are to prepared on CDA Form No. CDA/W/ which can be obtained from the office of DD (Civil) A/S on payment of Rs. \_\_\_\_\_ in cash (non refundable). The time allowed for carrying out the work will be found mentioned in the NIT and Tender Form.

3. Tenders which should always be placed in sealed covers with name of work written on the envelope will be received and opened by the DD (Civil) A/S on NIT at 11:30 A.M. in his office on the same day and time.

4. The contractors should quote in figures as well as in words the %age tendered by them. When a contractor signs a tender in local language the %age and total amount tendered in case of CDA Form-7 should also be written in the same language. In the case of illiterate contractors, the %age and total amount tendered should be attested by Witness. No tender form shall be issued on the date, fixed for the opening of tenders.

5. Earnest money amounting to Rs in figures and words Rs. 1,19,270/- should be deposited in the shape of deposit at call receipt which should be attached with the tender and each tender must be in a sealed cover superscribed tender for the above work and addressed to DD (Civil) A/S CDA Islamabad.

6. The contractor whose tender is accepted will be required to furnish security for the due fulfilment of his contract consisting of deduction of 5% from the monthly Payments to be made on account of work done. The earnest money will be attached with tender in shape of call deposit and it will be treated as part of security.

7. The contractor shall give an undertaking that no member of his Firm who has a financial interest in it's profits and losses is a gazetted officer or an Assistant Director (Sub: Divisional Officer) of CDA or is related to a Gazetted Officer or an Assistant Director of CDA or to a Gazetted Officer of the rank of Assistant Secretary or above of Works Division or any Officer of CDA and that the Firm will not allow any such relation of any Officer to have financial interest in the firm during the currency of the contract. In the event of a breach of this clause or of undertaking or if the undertaking is found to be false, the contract shall be liable to immediate cancellation and the Security Deposit of the Contractor shall thereupon stand forfeited and be absolutely at the disposal of CDA.

8. The contractor should not stipulate any additional condition and tender containing any such condition may not be considered and may be summarily rejected.

9. The CDA reserves the right to distribute the work between more than one contractors.

10. The tenderer should sign each page of the document as well as all corrections, interpolations and over writings in the form, schedule of quantities and specifications before, submission of tender. If he does not comply with it, he shall be responsible for all risks involved.

11. The acceptance of tender will rest with the DD (Civil) A/S who do not bind themselves to accept the lowest tender and reserve to themselves the authority to reject any or all of the tenders received. Tenders will be accepted within 90 (ninety) days from the date of opening, failing which the contractor, if not willing to carry out the work, will be entitled to the refund of Earnest money.

12. Contractor should submit 2 (two) extra copies of his tender documents without which no tender will be entertained. D.O.

13. No escalation shall be paid to contractor in any case. The %age on rates offered/quoted by the Firm/Contractor shall be considered inclusive of all increases in the rates/prices of material and labour till the completion of project in all respects.

14. Royalty will be deducted from contractors on local sand, gravel and stone taken out from any quarry/place within Islamabad limits and incorporated in CDA works. Recovery rates of sand, gravel and stone will be Rs. 12/- (Twelve) Rs. 21/- (Twenty one) & Rs. 42/- (Forty two) P%Cft respectively.

15. The contractor should submit a list of labour to be employed on the work with their names & home addresses etc. to Dy. Director CDA under intimation to the Police Station Authorities so as to deter Kharkars, bringing Kidnapped boys from other parts of the country.

16. The contractor will provide following additional documents while submitting the tender, otherwise the tender will be liable to rejection:—

- (i) Power of Attorney.
- (ii) Partnership deed.
- (iii) Programme of work.
- (iv) Non-relationship certificate.
- (v) Income Tax Registration certificate.
- (vi) Non Judicial Stamp paper worth Rs. 10/- only.
- (vii) Registration of Firm.
- (viii) Professional tax certificate.

17. Convassing in connection with tender is strictly prohibited and the tender submitted by the contractor who resort to convassing, will be liable to rejection.

18. No royalty on earth in-corporated in CDA works will be deducted from the contractors.

19. Bull Dozer/excavator shall not be used on works/projects within territorial limits of Islamabad without obtaining prior written permission from Director (W&S), Director Maintenance, Director Electrical, Director Roads (N) or (S) and Director Environment CDA.

20. Security deposit shall be released with the approval of Chairman CDA or Officer one step above the tender accepting authority.

21. The contractor shall not be required to return empty cloth/paper bages of Cement to CDA.

22. All precasting work i/c Kerb stones, grating and manhole covers etc. should be casted using proper steel moulds and vibrating on vibrating tables.

23. The tender documents will be issued to the contractor on production of call deposit in favour of CDA alongwith the application.

(FULL SIGNATURE OF)  
DEPUTY DIRECTOR  
(WITH NAME)  
CDA ISLAMABAD (vii)  
Atwan-e-Sadr, CDA

D.D. certified that this NIT contains 26 pages (one to Twenty Six only).

DD  
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D.D.

D.D.

(FULL SIGNATURE)  
SEAL OF DD WITH NAME  
INITIAL WORDS A

D.D.

CDA-W. 7

### CAPITAL DEVELOPMENT AUTHORITY

### DIRECTOR GENERAL WORKS/SERVICES

Division <u>First Cabinet Bldg</u>	NIT Cost	Cost of Tender
	(a) upto 0.50 (M)	Rs. 500/-
	(b) Rs. 0.50 (M) to Rs. 2.00 (M)	
	(c) Rs. more than 2.00 (M)	Rs. 1000/-
	(d) Tender document as per Fidic	Rs. 2000/- to be decided by Engineer Incharge.

This Tender will be received and opened on (date) 11-30-11 at (hours) 11:30 A.M. in the Office of Deputy Director (Mark) Ahmad - c-5025 Gulshan-e-Islamabad

NAME OF CONTRACTOR NIT

Address : (a) Permanent

(b) Present

NAME OF WORK Replacement of files in basins and floor of 1st Division Cabinet Bldg

NET AMOUNT Rs. 3,975,573/-

EARNEST MONEY Rs. 119,270/-

*NIT approved for Rs. 3,975,573/- (Rupees) three million nine hundred seventy five thousand five hundred seventy three only*

**JAMEEL AHMED**  
DIRECTOR A/Sadr CDA  
ISLAMABAD

*(Signature)*

## D.D. CAPITAL DEVELOPMENT AUTHORITY

Division

*(Civil) Robert Akbar*  
GENERAL RULES AND DIRECTIONS FOR THE GUIDANCE OF CONTRACTORS

1. All work proposed for execution by contract will be notified in a form of invitation to tender posted in public places and signed by the Deputy Director. This form will state the work to be carried out, as well as the date for submitting and opening tenders and the time allowed for carrying out the work; also the Amount of earnest money to be deposited with the tender, and the amount of the security deposit to be deposited by the successful tender and the percentage, if any, to be deducted from bills. Copies of the specifications, designs and drawings and any other documents required in connection with the work signed for the purpose of identification by the Deputy Director shall also be open for inspection by the contractor at the office of the Deputy Director during the office hours.
2. In the event of the tender being submitted by a firm, it must be signed separately by each member thereof, or in the event of the absence of any partner, it must be signed on his behalf by a person holding a power-of-attorney authorizing him to do so; such power-of-attorney to be produced with the tender, and it must disclose that the firm is duly registered under the Pakistan Partnership Act.
3. Receipts for payments made on account of a work, when executed by a firm, must also be signed by the several partners except where the contractors are described in their tender as a firm in which case the receipts must be signed in the name of the firm by one of the partners, or by some other person having authority to give effectual receipts for the firm.
4. Any person who submits a tender shall fill up the usual printed forms, stating at what %age he is willing to undertake the work. Tenders which propose any alteration in the work specified in the said form of invitation to tender, or in the time allowed for carrying out the work, or which contain any other conditions of any sort, will be liable to rejection. No single tender shall include more than one work, but contractors who wish to tender for two or more works shall submit a separate tender for each. Tenders shall have the name and number of the work to which they refer written outside the envelope.
5. The Director or his duly authorized assistant, will open tenders in the presence of any intending contractors who may be present at the time, and will enter the amounts of the several tenders in a Comparative Statement in a suitable form. In the event of a tender being accepted, a receipt for the earnest-money forwarded therewith shall thereupon be given to the contractor who shall thereupon for the purpose of identification sign copies of the specifications and other documents mentioned in Rule 1. In the event of a tender being rejected, the earnest-money forwarded with such unaccepted tender shall thereupon be returned to the contractor making the same.
6. The officer competent *D.D. Akbar* to accept the tenders, shall have the right of rejecting all or any of the tenders, and will not be bound to accept the lowest tender.
7. The receipt of an accountant or a clerk for any money paid by the contractor will not be considered as an acknowledgement of payment to the Deputy Director and the contractor shall be responsible for seeing that he procures a receipt signed by the Deputy Director or a duly authorized cashier.
8. The memorandum of work tendered for, and the schedule of materials to be supplied by the C.D.A. and their issue rates shall be filled in and completed in the office of the Deputy Director before the tender form is issued. If a form is issued to an intending tenderer without having been so filled in and completed, and shall request the office to have this done before he completes and delivers his tender.

Contractor's Signature,

Deputy Director

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**CAPITAL DEVELOPMENT AUTHORITY**  
(Maintenance Division (Civil))  
Aiwan-e-Sadr


**SUBJECT:- REPLACEMENT OF FLOOR TILES IN CORRIDOR 2ND FLOOR OF ESTB DIVISION AT CABINET BLOCK IDB.**

**GENERAL ABSTRACT OF COST**

NIT Amount	Rs. <u>3,975,573/-</u>
Cost of work based on <i>MRS-2025 2<sup>nd</sup> BI ANNUAL</i>	Rs. <u>3,975,573/-</u>
Percentage _____ above / below.	Rs. _____

Total Bid Cost: - Rs. \_\_\_\_\_

(Contractor's Signature)

  
**Deputy Director (Civil)**  
Deputy Director (Civil), CDA  
Aiwan-e-Sadr, CDA



D.D. \_\_\_\_\_

**CAPITAL DEVELOPMENT AUTHORITY**  
**(MAINT DIVISION (CIVIL))**


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**Subject** REPLACEMENT OF FLOOR TILES IN CORRIDOR 2ND FLOOR OF ESTB DIVISION AT CABINET BLOCK IDB.

**Sub Head-I Civil Works**

S.No	Ref	Description	Qty	Rate(Rs)	Unit	Amount(Rs)
1	04-50	Dismantling glazed or encaustic tiles, etc.	746.00	402.00	Sqm	299,891.26
2	10-36	Providing and laying superb quality Porcelain glazed tiles of Master / Stile brand or approved equivalent manufacturer , skirting / dado of specified size , Color and Shade with adhesive / bond over 1/2" thick (1:2) cement plaster i/c the cost of matching sealer for finishing the joints , cutting grinding complete in all respect as approved and directed by the Engineer Incharge.				
	i)	600mm x 600 mm	746.00	4927.20	Sqm	3,675,682.18
<b>Total On MRS 2nd Annual 2025 Rs.</b>						<b>3,975,573.44</b>

Assistant Director (Civil)

  
Deputy Director (Civil)  
Alwan-e-Sadr, CDA

  
D.D.

# TENDER FOR WORKS

I/We hereby tender for the execution for the C.D.A. of the work specified in the under-written memorandum within the time specified in such memorandum at the \*%age ..... above or below specified therein, and in accordance in all respects with the specifications, designs, and instructions in writing referred to in Rule 1 here of and in clause (II) of the annexed conditions and with such materials as are provided for, by and in all other respects in accordance with such conditions so far as applicable.

\*In figures as well as in words.

## MEMORANDUM

- (a) Name of work *Schedule as per attached*
- (b) NIT Amount ..... Rs. *3,97,5573/1*
- (c) Earnest-money ..... Rs. *11,82,70/2*
- (d) Security Deposit (including earnest-money). 5 per cent of the tendered amount (five%)
- (e) Percentage, if any, to be deducted from bills for (d) above ..... 5 per cent. (five%)
- (f) Time allowed for completion of work from the date of commencement or work as specified in the written order. (in Figures/Words) *22 Months*

(a) If several sub-works are included they should be detailed in a separate list.

Should this tender be accepted: I/We hereby agree to abide by and fulfil all the terms and provisions of the said conditions of contract annexed hereby so far as applicable, or in default thereof to forfeit and pay to the C.D.A. or its successors in office the sums of money mentioned in the said conditions.

A deposit at Call/\* drawn on a scheduled bank for the sum of Rs. In figures are well as in words *Rs. 11,82,70* as well as in words *Eleven Lakhs Eighty Two Thousand Seven Hundred* is hereby forwarded as Earnest Money (a) the full value of which is to be absolutely forfeited to the CDA or its successors in office should I/We withdraw my/our tender within 90 (ninty) days from the date for which period the %age on rates offered by me/us in this should remain valid or should I/We fail to commence the work specified in the above memorandum in accordance with clause-1 or (b) the full value of which shall be. retained by the CDA on account of the Security Deposit specified in clause (1) of the said condition of contract.

\*Give particulars No. & date of the Bank Draft.

Dated the \_\_\_\_\_ date of \_\_\_\_\_ 20

Witness\*\*

(Name in Capital Words) .....

I.D. Card No. ....

Address .....

Occupation .....

The above tender is hereby accepted by me on behalf of the C.D.A.

Dated the \_\_\_\_\_ date of \_\_\_\_\_ 20

( ) \*Signature of contractor, before submission of tender.

\*\*Signature of witness to contractor's signature.

( ) Signature of the officer by whom accepted.