

STANDARD BIDDING DOCUMENT (SBD)

GOVERNMENT OF GUYANA

Guyana Energy Agency

***295 Quamina Street, South Cummingsburg,
Georgetown, Guyana***



Construction of solar carports:

Lot 1: University of Guyana, Turkeyen Campus, Region 4

Lot 2: Mahaicony Technical and Vocational Training Center, Region 5

Lot 3: Linden Electricity Company Inc, Region 10

August, 2025



Introduction

These Standard Bidding Documents (SBD) have been prepared by the National Procurement and Tender Administration Board (NPTAB) for use by all Procuring Entities for the procurement of works in accordance with the relevant sub-sections of the Procurement Act 2003, Chapter 73:05. The procedures and methods presented in this document have been developed on the basis of practical experience and are mandatory for use in the procurement carried out in whole or in part from the state funds in accordance with the provisions of the Procurement Law.

In the preparation of the bidding documents for each individual procurement, the SBD groups the provisions that are intended to be used unchanged in “the Instructions to Bidders”, “the General Conditions of Contract” and “The Evaluation Criteria”, unless written approval is granted by the NPTAB.

Data and provisions specific to each procurement should be included in the Bid Data Sheet, the Special Conditions of the Contract, Technical Specifications (including any drawings and plans) and Bill of Quantities. The standard applicable forms are listed in the table of contents and in the relevant sections herein.

For additional information on this SBD, please contact;

The Guyana Energy Agency
295 Quamina Street, South Cummingsburg, Georgetown
Tel Numbers: 226-0394 ext. 223/241
gea@gea.gov.gy
<https://gea.gov.gy>

CONTENTS

Invitation for bids (IFB)	4
Instructions to bidders (ITB)	6
Bid data sheet (BDS)	20
General conditions of contract (GCC)	22
Special conditions of contract (SCC)	39
Site Location	41
Annexe1- Drawings	46-63
Annex 2- Bill of quantities	64-74
Technical specifications	75-101
FORMS:	
1. Qualification information	102
2. Contractor Bid	104-106
3. Form of Contract, Work Order and Settlement	107
4. Letter of Acceptance	110
5. Affidavit of Authorization	112
6. Form of Bid Security	113
7. Form of Performance Security	113
8. Form of Guarantee for Advance Payment	114
9. HEALTH, SAFETY AND ENVIRONMENT INFORMATION	115
10. LABOUR & WORKING CONDITIONS INFORMATION	116
11. RESOURCE EFFICIENCY AND POLLUTION PREVENTION INFORMATION	117
12. COMMUNITY HEALTH, SAFETY, SECURITY AND SOCIAL INFORMATION	118
13. INFORMATION SUBMITTAL	119
14. Declaration	120
Evaluation criteria	121-123
Statement of On-going Projects	124

INVITATION FOR BIDS (IFB)

Source of financing: Government of Guyana

1. The Guyana Energy Agency (GEA) hereinafter referred to as "the Employer", invites eligible bidders to submit their bids for execution of "*Construction of solar carports* :
Lot 1 : University of Guyana, Turkeyen Campus, Region 4
Lot 2: Mahaicony Technical and Vocational Training Center, Region 5
Lot 3: Linden Electricity Company Inc, Region 10

Bidders can bid per individual lot or for a combination of lots.

Bidders are required to visit the site to carry out their own assessment of how the system will be installed. The costs of visiting the site shall be at the bidder's own expense.

2. Interested bidders may peruse the bid document at the procuring entity, prior to the purchase a complete set of the bidding documents upon the payment of a non-refundable fee in the amount of: **Two thousand Guyana dollars (G\$2000)** at the following address: Guyana Energy Agency, 295 Quamina Street, South Cummingsburg, Georgetown.
Alternatively, interested eligible bidders may download a free copy of the Bid document from the GEA website www.gea.gov.gy.
3. All bidders should submit their bids together with the bid security for the amount of 2% of the tendered amount not later than 9:00 hours on the **28th of August 2025** at the address below:

The Chairman,
National Procurement and Tender Administration Board
Ministry of Finance
Main & Urquhart Streets, Georgetown.



Scan the QR Code Below to access the
Tender Opening Process Virtually
via Microsoft Teams
(THURSDAYS)



<https://bit.ly/3vtP0OB>

Tender Opening Link:

https://teams.microsoft.com/l/meetupjoin/19%3ameeting_NW12NTczNWUtMGY0NS00Njg3LTIhODEtMTNIOWUzNmRiNzg2%40thread.v2/0?context=%7b%22Tid%22%3a%22ff1d4318-046e-4143-8bac-9d503f00d12b%22%2c%22Oid%22%3a%22a0f8d988-3b0f-4653-a082-3a86d9ff7a9e%22%7d

All late bids will be rejected and returned to bidders unopened.

4. Bids should be valid for 120 days from the date of bid opening.
5. Bids will be opened by the National Procurement and Tender Administration (NPTA) in the presence of bidders' representatives who wish to attend at the address: at 9:00 hours on **28th August, 2025** at the address: 49 Main and Urquhart Streets, Georgetown, Guyana.

A handwritten signature in blue ink, appearing to read 'Dr. Mahender Sharma'.

Dr. Mahender Sharma
Chief Executive Officer Guyana Energy Agency

INSTRUCTIONS TO BIDDERS (ITB)

A. Introduction

1. Scope of works and Source of Funds

- 1.1 The Employer as defined in Section II “Bidding Data Sheet” (BDS), invites bids for Works, as described in the BDS and Special Conditions of Contract (SCC). The name of the Contract is provided in the BDS and the SCC.
- 1.2 The successful Bidder shall complete the Works by the Intended Completion Date specified in the BDS.
- 1.3 Throughout these Bidding Documents:
 - (a) the term “in writing” means communicated in written form (e.g. by mail, e-mail) with proof of receipt;
 - (b) if the context so requires, “singular” means “plural” and vice versa; and
 - (c) “day” means calendar day.

2. Eligible Bidders

- 2.1 This Invitation for Bids is open to all contractors from any country unless prohibited by the Procurement Act, 2003, chapter 73:05
- 2.2 A bidder may be a sole proprietor, joint venture or other legal entity with a formal intent to enter into an agreement or to operate under an existing agreement in the form of a Partnership.
- 2.3 Government and municipal enterprises may only participate if they are financially autonomous and legally eligible to carry on business.
- 2.4 Bidders should not have a conflict of interests, should not be associated (nor have been associated in the past), directly or indirectly, with any firm or any of its affiliates that has been engaged by the Employer to provide consulting services at preparation stage of the bidding documents, technical specifications, project and other documents to be used for procurement of works in accordance with this Invitation for Bids or being proposed as Engineer under this Contract.
- 2.5 A Bidder or any affiliate that has been engaged by the Employer to perform consulting services at preparation stage of the bidding and other documents shall not be entitled to participate in bidding, and if conflict of interests is found, the bid shall be rejected.
- 2.6 Bidders should provide information on legal status, place of registration and principal type of business; a license to execute the specified works and validity period, and a written power of attorney of the signatory of the bid to assume obligations on behalf of the Bidder;
- 2.7 The bidder must not be insolvent, bankrupt, their property must not be controlled by judicial

authority, their cases must not be commanded by court or by the person appointed by court, their commercial activities must not be suspended, and they must not be a subject of such judicial proceedings;

2.8 The bidder should fulfill its tax and National Insurance Scheme obligations in Guyana.

3. Qualifications of the Bidder

- 3.1 All bidders shall provide in Section IV, "Form of Bid, Qualification Information, Letter of Acceptance, and Agreement," a preliminary description of the proposed work method and schedule, including drawings and charts, as necessary.
- 3.2 In the event that prequalification of potential bidders has been undertaken, only bids from pre-qualified bidders shall be considered for award of Contract. These pre-qualified bidders should submit with their bids any information updating their original prequalification applications or, alternatively, confirm in their bids that the originally submitted prequalification information remains essentially correct as of the date of bid submission. The update or confirmation should be provided in Section IV.
- 3.3 If the Employer has not undertaken prequalification of potential bidders, all bidders shall include the following information and documents with their bids as stipulated in the **SCC** or otherwise **stated in the BDS**;
- (a) copies of original documents defining the constitution or legal status, place of registration, and principal place of business of the Bidder; written power of attorney of the signatory of the Bid to commit the Bidder;
 - (b) total monetary value of construction works performed for each of the last five (5) **years**;
 - (c) experience in works of a similar nature and size for each of the last **five (5) years**, and details of work under way or contractually committed; and clients who may be contacted for further information on those contracts;
 - (d) major items of construction equipment proposed to carry out the Contract;
 - (e) provision of qualification and experience of key personnel for the Contract;
 - (f) audited financial statements for the past three (3) years for incorporated companies while registered businesses must provide balance sheets, profit and loss accounts, and income and expenditure accounts for the past three years;
 - (g) evidence of adequacy of working capital for this Contract whereby the bidder must provide a bank statement or **LINE** of credit from a bank or an insurance company licensed by the Bank of Guyana;
 - (h) authority to seek references from the Bidder's bank(s) or Insurance company;
 - (i) information regarding any litigation, current or during the last five years, in which the Bidder was/is involved, the parties concerned, and the disputed amounts; and awards;
 - (j) list all on-going project(s): Name of project, value, date of award, original date of completion as per contract, percentage completed to date.

3.4 Subcontractors' experiences and resources shall not be taken into account in determining the Bidder's compliance with the qualifying criteria, unless otherwise **stated in the BDS**.

3.5 To qualify for award of the Contract, bidders should meet the qualifying criteria set forth in the Evaluation Criteria.

4. One Bid per Bidder

Each Bidder shall submit only one Bid, either individually or as a partner in a partnership or syndicate. All bids involving the Bidder who submits or participates in more than one Bid (exclusive of subcontractors, or permitted or required alternatives) shall be rejected from participation in bidding.

5. Cost of Bidding

The Bidder shall bear all costs associated with the preparation and submission of the bid. The Employer shall not be responsible or liable for those costs.

6. Site Visit

The Bidder, at the Bidder's own responsibility and risk, may visit and examine the Site of expected Works and its surroundings. All information obtained by the Contractor individually while visiting the site, may be used by him to prepare the bid and enter into the Contract. The costs of visiting the Site shall be at the bidder's own expense. The bid submission means that the Bidder has examined the Site of future Works and has accepted all the existing conditions.

B. List of documents included in the bidding documents

7. Content of Bidding Documents

7.1. The set of bidding documents includes the following:

- (a) Invitation for Bid
- (b) Instructions to Bidders (ITB);
- (b) Bid Data Sheet (BDS);
- (c) General Conditions of Contract (GCC);
- (d) Special Conditions of Contract (SCC);
- (e) Form of Bid
- (g) Drawings;
- (h) Bill of Quantities;
- (i) Technical Specifications;
- (j) Form of Contract;
- (k) Form of Bid Security;
- (l) Form of Performance Security;
- (m) Form of Bank Guarantee for Advance Payment;
- (n) Form of Power of Attorney for signing the bid.
- (o) Statement of On-going Projects Form
- (p) Environmental and Social Management Forms
- (q) Evaluation Criteria

- 7.2 The Bidder shall examine all instructions, forms, conditions and technical specifications incorporated in the bidding documents. Failure to provide all information required in the bidding documents, or submission of a non-responsive bid may result in rejection of his bid.

8. Clarification of Bidding Documents

- 8.1 The Bidder requiring any clarification of the bidding documents may address the Employer at the address *indicated in the Bid Data Sheet* in writing or electronic messaging. The Employer will respond in writing to any request for clarification of the bidding documents to be received not later than 7 (seven) days prior to the deadline for submission of bids. Copies of response, including an explanation of matter's substance, but without identifying its source, will be forwarded by the Employer in writing to all bidders who received the bidding documents within 3 (three) working days.
- 8.2 A mandatory Pre-bid conference will be conducted by the Employer at the time, date and address indicated in the *Bid Data Sheet*. Before the conference, Bidders may address the Employer with questions for the conference, and at the conference may ask any question and receive answer to the questions submitted regarding the bidding documents. All information obtained at pre-bid conference, requests of potential bidders related to clarification of the bidding documents, and responses to them, shall be recorded by the Employer, and by the results of conference, a record is made and promptly communicated to all Bidders who received the bidding documents in order to enable bidders to take them into account when preparing their bids.

9. Amendment of Bidding Documents

- 9.1 In special circumstances, at any time before expiry of the deadline for submission of bids, the Employer, for any reason, whether at its own initiative or in response to request for clarification forwarded by the Bidder, may modify the bidding documents by issuing addenda to it. Any addenda issued shall be a part of the bidding documents, and should be sent to all bidders who received the bidding documents from the Employer, which may be done by using mail or electronic mail. Bidders should confirm the receipt of each addendum in writing or by mail or electronic mail, and these addenda shall be binding.
- 9.2 In order to give Bidders enough time to take into account the amendments introduced while preparing their bids, the Employer, at his discretion, may extend the deadline for submission of bids.

C. Preparation of Bid

10. Language of Bid

The Bid prepared by the Bidder and all correspondence and documents related to this Bid that is exchanged by the Bidder and the Employer should be written in the language *specified in the Bid Data Sheet*.

11. Documents Included in the Bid

The Bid prepared by the Bidder should include the following documents:

- (a) filled in and signed Form of Bid;

- (b) Priced Bill of Quantities and Priced list of consumable materials;
- (c) Bid Security provided in accordance with ITB Clause 15;
- (d) General Conditions of Contract and Special Conditions of Contract;
- (e) Technical Specifications used for the execution of the Works;
- (f) Alternative offers (at the Employer's request);
- (g) other documents to be filled in by bidders in accordance with the requirements indicated in *the Bid Data Sheet* and the Evaluation Criteria
- (h) Power of attorney for signing the Bid.

12. Bid Price

- 12.1 The Contract is applicable to the whole amount of Works listed in priced Bill of Quantities and list of priced consumable material price presented by the Bidder in its bid.
- 12.2 The Bidder shall indicate the rates and prices for all kind of works included in the Bill of Quantities, drawings and specifications. The kinds of works for which no rate and price is entered by the Bidder will not be paid for when executed, and it is considered that they are included in the rates and prices for other kinds of works.
- 12.3 When determining the bid price, the Bidder shall take into account the total value of labour, materials, plant, instruments, water, heat, electric power, transportation, machinery and equipment, and other services which are required during and for completion of the construction works.
- 12.4 All duties, taxes, and other levies payable by the Contractor under the current legislation of Guyana should be included in the bid price.

13. Bid Currency

The Bidder shall submit all documents on mutual settlements and shall indicate the bid price in **Guyana Dollars**.

14. Period of Validity of Bids

- 14.1 Bids shall be valid for ninety (90) days after the date of bid opening. Bids with shorter validity period should be rejected by the Employer as non-responsive to the bidding documents.
- 14.2 In exceptional circumstances, the Employer may request bidders to extend the period of validity of their bids for a certain period. Such requests and responses to them shall be made in writing and may be sent by electronic mail. A Bidder may refuse the request on extension of the period of validity of his bid, without forfeiting the return of security. A Bidder agreeing to the request will not be required nor permitted to modify the bid, but will be required to extend the validity of bid security for a period of not less than 2 (two) weeks after the expiry of the extended period of bid validity.

15. Bid Security

- 15.1 The Bidder should provide, as part of his bid, the bid security in the amount and form specified in *the Bid Data Sheet* with a validity period of not less than fourteen (14) days after the expiry of the period of bid validity. The Bid Security shall be an original of the document.

- 15.2 The Bid security should be expressed in the bid currency, or in another freely convertible currency, and shall be a bank guarantee issued by a bank located in Guyana or by local correspondent bank in case when the security is issued by a foreign bank, or from a licensed financial institution in Guyana.
- 15.3 All bids not having a security shall be rejected by the Employer as non-responsive to the bidding documents.
- 15.4 The bid security shall be returned to unsuccessful Bidders as soon as possible but not later than fifteen (15) days upon the expiry of the bid validity period, or after furnishing the performance security by successful bidder.
- 15.5 The successful Bidder shall receive the bid security after the signing of Contract and after furnishing the performance security (in the case when required).
- 15.6 The Bid security may be forfeited:
- (a) if the Bidder:
 - (1) withdraws his bid after the opening during the period of bid validity specified in his bid;
 - (2) does not agree with the correction of arithmetical errors in his bid.
 - (b) in case of the Contract awarded to Bidder, if this Bidder fails:
 - (1) to sign the Contract on the terms and conditions specified in his bid

16. Alternative offers at the request of the Employer

- 16.1 The Employer may request in the Solicitation Documents for bid submission taking into account alternative conditions. In this case all requirements of the bidding documents are applied to alternative offers to that extent as well as to primary offers. The alternative offers shall not be considered, unless allowed or required in the bidding documents.
- 16.2 If so allowed by *the Bid Data Sheet*, the bidders wishing to submit the bids, taking into account the alternative conditions must also submit the bids that comply with the requirements of the bidding documents, including the basic technical features as indicated in the drawings and specifications. In addition to submitting the primary Bid, the Bidders shall provide all information necessary for a complete evaluation of the alternative conditions by the Employer, including design calculations, technical specifications, breakdown of prices, proposed construction methods and other relevant details.
- 16.3 Only the alternatives of Bidder who submitted the lowest evaluated Bid in accordance with the basic requirements of the bidding documents shall be considered by the Employer.

- 16.4 The Bidder, in his Bid, shall indicate the primary price of works to be executed, in accordance with the requirements of the bidding documents, and individually the price of works to be executed using the alternative offer.

17. Format and Signing of Bid

17.1 The Bidder shall submit: -

- Submit one (1) original and one (1) copy (in paper) and 2 electronic copies (flash drive only) with an **exact PDF** version of the paper tender. (It is the responsibility of the bidder to ensure that the PDF file is accessible and readable and is an exact copy of the original.)
- Ensure the envelopes of the original and copies (in paper) and the 2 electronic copies are identically labelled.
- The 2 electronic copies (flash drive) should be placed in a smaller envelope and properly affixed to the original paper submission.

17.2 The original of the bid shall be prepared in indelible ink and shall be signed by the Bidder or by a person (persons) having all authorities to sign the bid and obligations under the Contract. Permission to sign the bid should be specified in the power of attorney to be provided with the bid. All pages of the bid where new information, change or erasure inserted should be initialed (signed) by the person or persons signing the bid.

17.3 The bid shall contain no interlineations, erasures or overwriting, exclusive of the cases when the Bidder needs to correct errors which should be initialed by the person or persons signing the bid.

D. Submission of Bids

18. Sealing and Marking of Envelopes with Bids

18.1 The Bidder shall seal the original and each copy of the bid in separate envelopes, duly marking the envelopes as **“ORIGINAL”** and **“COPY.”** The envelopes shall then be sealed in an outer envelope.

18.2 The inner envelopes shall bear the name, address and contact number of the bidder.

18.3 The outer envelopes shall:

- (a) be addressed to the Employer at the address specified in the Invitation for Bids and the Bid Data Sheet;
- (b) bear the name of the project indicated in the invitation for bids and the words **"DO NOT OPEN BEFORE"** **(09:00hrs on 28th August, 2025)** specified in *the Bid Data Sheet*)

18.4 If the outer envelope is not sealed and marked as required by ITB Clause 18.3, the Employer

will assume no responsibility for the bid's misplacement or premature opening.

- 18.5 Bidder must submit valid certificates of compliance from Guyana Revenue Authority (GRA) and National Insurance Scheme (NIS), and VAT registration (*where applicable*).

19. Deadline for Submission of Bids

- 19.1 Bids must be received by the Employer at the address and on the time and date specified in *the Bid Data Sheet*.
- 19.2 The Employer may, at its discretion, postpone the deadline for submission of bids for later period by modifying the bidding documents, and in this case the validity period of all rights and obligations of the Employer and the Bidders shall be extended subject to the changed deadline date.

20. Late Bids

All bids received by the Employer after the deadline for submission of bids specified by the Employer shall be rejected and returned to Bidder unopened.

21. Modification and Withdrawal of Bids

- 21.1 The Bidder may modify or withdraw his bid after the bid submission, provided that the Employer will receive a written notice of modification or withdrawal of the bid before the expiry of determined deadline for submission of bids, duly signed by an authorized representative, and accompanied by a copy of the authorization.
- 21.2 The Bidder's modification or withdrawal notice should be prepared, sealed, marked, and sent in accordance with the provisions of ITB Clause 18. In this case the outer and inner envelopes shall be additionally marked "**MODIFICATION**" or "**WITHDRAWAL**", as appropriate. A withdrawal notice may also be sent as email with a subsequent written confirmation not later than the deadline for submission of bids.
- 21.3 No changes should be added in the bids after the expiry of the period determined for bid submission.
- 21.4 No bid may be withdrawn or modified in the interval between the deadline for submission of bids and the expiration of the period of bid validity indicated by the Bidder on the Bid Form. Withdrawal of the bid during this interval may result in the Bidder's forfeiture of his bid security, in accordance with ITB Clause 15.6.

E. Opening and Evaluation of Bids

22. Opening of Bids by Employer

- 22.1 The Employer will open all bids in the presence of bidders' representatives who wish to attend it at the time, on the date, and at the address specified in *the Bid Data Sheet*. The bidders' representatives who are present shall sign a register evidencing their attendance.
- 22.2 The envelopes marked as "**WITHDRAWAL**" and "**MODIFICATION**" will be opened

first and read out. In this case the bids for which a withdrawal notice has been sent in accordance with Clause 21, the envelopes shall be returned to Bidders unopened.

- 22.3 The bidders' names, the Bid prices, including alternatives (if alternatives are permitted), price reduction specified in the Bidder's bid, information on the presence or absence of required Bid Security, information on the presence (absence) of NIS and GRA compliances will be announced at the opening. No bid may be rejected in the bid opening, exclusive of the late bids which should be returned to Bidder unopened.
- 22.4 Bids (and modifications sent pursuant to ITB Clause 21.2) that have not been opened and read out at the opening shall not be accepted for further evaluation, irrespective of circumstance.
- 22.5 The Employer shall maintain the minutes of Bid opening which should include information to be disclosed to those who are present and to be promptly sent to the Authorized State Procurement Body.

23. Confidentiality Observance and Contacting the Employer

- 23.1 Information relating to the examination, evaluation and comparison of bids, and recommendations for the award of a Contract shall not be disclosed to other persons interested in this process until information on the award of the Contract would have been given to all Bidders.
- 23.2 No Bidder shall contact the Employer on any matter related to his bid from the date of bid opening and until the date of contract award.
- 23.3 Any effort on the part of any Bidder to influence the Employer's decision on the bid evaluation, bid comparison, or the Contract award may result in the rejection of this Bidder's Bid.

24. Clarification of Bids

- 24.1 During the bid evaluation, the Employer may, at his discretion, request the Bidder to give clarifications on his Bid. The request for clarification and the response should be given in writing, and in this case no change in the price or substance of the bid shall be sought, offered, or permitted, exclusive of the cases when required to correct arithmetical errors discovered by the Employer during the evaluation of bids in accordance with ITB Clause 26.

25. Preliminary examination of Bids

- 25.1 Prior to the detailed evaluation of bids, the Employer will examine the bids in order to determine whether they meet the eligibility criteria; whether there is a bid security, whether the documents have been properly signed; whether they are substantially responsive to the requirements of the bidding documents.
- 25.2 A substantially responsive bid is one which satisfies all the above provisions without a material deviation, reservation or omission. A material deviation reservation or omission is

one:

- (a) which affects in any substantial way the scope, quality, or performance of the Works;
- (b) which limits in any substantial way, inconsistent with the Bid Solicitation Documents, the Employer's rights or the Bidder's obligations under the Contract; or
- (c) whose rectification would affect unfairly the competitive position of other bidders presenting substantially responsive bids.

Material Deviation are, for example, such important provisions as the bid security, bidders' qualification information, and effect on the scope, quality, or performance of the works, taxes and insurance payments. Determination by the Employer of each bid's degree of responsiveness to those requirements should be based on the content of the bid itself without reference to any additional sources.

- 25.3 The Employer may waive any minor nonconformity, small mistake or inaccuracy in the bid which is not a material deviation from the requirements of the bidding documents, and such non-conformity or inaccuracy shall not influence the evaluation of the bid. When the minor omissions do affect the evaluation of the bid (e.g., costs to the Employer, or other aspects of the required performance), the minor deviations should be quantified in monetary terms, with corresponding adjustments to the bid price (only for the purposes of comparing bids)
- 25.4 If the bid is not substantially responsive to the qualification requirements, it shall be rejected by the Employer, and may not be subsequently accepted as responsive after inclusion of appropriate corrections made by the Bidder.

26. Correction of Arithmetical Errors in Bids

- 26.1 Bids determined to be substantially responsive will be checked by the Employer for any arithmetical errors. Errors will be corrected by the Employer as follows:
 - (a) when there is a discrepancy between the value expressed in figures and words, the value in words shall govern; and
 - (b) when there is a discrepancy between the unit rate and the total resulting from multiplying the unit rate by the quantity, the unit rate will govern, unless in the opinion of the Employer, there is obviously gross misplacement of the decimal fraction, in this case the total will govern and the unit rate will be corrected.
- 26.2 The value indicated in the bid, by the Bidder's consent, will be adjusted by the Employer in accordance with the above-stated rules of correction of errors, and must be accepted by the Bidder. If the Bidder does not accept the corrected bid price, the Bid shall be rejected, and the bid security may be forfeited in accordance with Clause 15.6.

27. Evaluation and Comparison of Bids

- 27.1 The Employer will evaluate and compare only the bids determined to be substantially responsive to the requirements of the bidding documents in accordance with Clause 25.
- 27.2 When evaluating the bids, the Employer will determine for each Bid, the Evaluated Bid Price by adjusting the Bid Price as follows:

- (a) Correction of arithmetical errors pursuant to Clause 26;
- (b) Exclusion of provisional sums and costs for contingencies pursuant to the Bill of Quantities;

27.3 The Employer reserves the right to accept or reject any variation, deviation, or alternative offer. Variations, deviations, and alternative offers and other factors which are in excess of the requirements of the bidding documents or otherwise result in unsolicited benefits for the Employer will not be taken into account in bid evaluation.

F. Award of Contract

28. Award Criteria

28.1 Exclusive of the cases provided for in Clause 29, the Employer will award the Contract to the Bidder whose bid is determined to be substantially responsive to the bidding documents, and who offered the Lowest Evaluated Bid Price, provided that this Bidder has been determined to be (a) eligible in accordance with Clause 2 and (b) met with qualification requirements in accordance with Clause 3.

29. Employer's Right to accept any Bid and Reject any or All Bids

29.1 The Employer reserves the right to accept or reject any or all bids at any time prior to the acceptance of a bid without incurring any liability towards contractors or suppliers that have submitted bids. The employer shall upon request communicate to any supplier or contractor that submitted a bid the grounds for its rejection of all bids but is not required to justify those grounds.

29.2 Notice of Rejection of bids shall be given promptly to all suppliers and contractors that submitted bids.

30. Notification of Award

30.1 Within 14 days after the conducted selection of the successful Bidder, and before the expiry of the period of bid validity, the Employer will notify the successful Bidder by email and later confirmed by letter that his bid has been determined to be successful. This letter (hereinafter and in *«the General Conditions of Contract»* called «the Letter of Acceptance») should refer to the sum that the Employer shall pay to the Contractor for execution of the Works in accordance with the Contract (hereinafter and in the Contract called «the Contract Price).

30.2 At the same time that notification of award is given to the successful bidder, the Employer shall notify other bidders in writing of the selection, including the name of the successful bidder and the bid price. The Employer shall also publish on a notice board or website the name and address of the successful bidder and the contract price.

30.3 Unsuccessful bidders may request in writing to the Employer a debriefing seeking explanations for the failure of their bids. The Employer shall promptly respond in writing to any unsuccessful Bidder who requests the Employer in writing to explain the grounds on which its bid was not selected.

31. Signing of Contract

- 32.1 The Employer will send to the successful Bidder, the Form of Contract contained in the Bid Solicitation Documents.
- 31.2 During seven (7) days of the receipt of a written Notice of acceptance and the Form of Contract, the successful Bidder should sign and date the Contract, and return it to the Employer.

32. Performance Security

- 32.1 Together with the signed Contract, the successful Bidder will send to the Employer, the Performance Security in the amount indicated in *the Bid Data Sheet*.
- 32.2 If the successful Bidder fails to provide the performance security, or during 7 (seven) days does not return the Contract signed, then the Employer shall reject the bid and confiscate the bid security, in that case the Employer shall award the Contract to the next lowest evaluated Bidder, whose bid is substantially responsive and is determined by the Employer to be qualified to perform the Contract satisfactorily, subject to the Employer's right to reject all bids in accordance with Clause 29, and the applicable Law and Regulations.

33. Advance Payment and Security

- 33.1 The Employer shall provide an Advance Payment on the Contract Price as stipulated in the GCC, subject to a maximum amount, as stated in the **BDS**. The Advance Payment shall be guaranteed by a Security.

34. Corrupt and Fraudulent Practices

- 34.1 The Employer requires that the Bidders observe the highest standards of ethics during the procurement and execution of such Contracts. In pursuance of this policy, the Employer:

(a) for the purposes of provisions of this Clause, uses the following notions:

- I. "corrupt practice" - means the offering, giving, receiving or soliciting directly or indirectly of anything of value to influence improperly the actions of another party.
- II. "fraudulent practice" - means any act or omission including misrepresentation that knowingly misleads or attempts to mislead a person to obtain financial or other benefits or to avoid an obligation.
- III. "collusive practice" means an arrangement between two or more persons, designed to achieve an improper purpose including influencing improperly the actions of another person.
- IV. "coercive practice" means impairing or harming or threatening to impair or harm, directly or indirectly any person or the property of any person to influence the actions of the other person.

(b) will reject the bid if it determines that the Bidder recommended for award of the

Contract has engaged in corrupt, fraudulent, collusive or coercive practices during the bidding process or execution of a contract;

- (c) shall refer the contractor to the Public Procurement Commission in accordance with the provisions of the Procurement (Suspension and Debarment) Regulations 2019

35. Penalties

- 35.1 A penalty for slow or non-performance will be imposed as per the rate prescribed for Liquidated Damages. Slow performance or non-performance will be assessed against the project's approved work programme and will commence from the first quarter of the project life. (Note: This means that after 10 % of the contract sum is deducted for penalties, the Procuring Entity has the right to cancel the contract and demand all forms of damages).

36. Complaints and Protests

Procedures for administrative review of complaints and protests

- 36.1 Any potential or actual bidder, supplier, contractor, or a consultant who claims, to have suffered or may suffer, loss or damage due to a breach of duty imposed on a procurement entity by the Procurement Act 2003 and the Procurement Regulations 2004, including any subsidiary legislation, may complain or protest in accordance with following procedures:
- 36.2 A complaint or protest shall not be entertained and shall be rejected in the following cases:
 - a) a decision by the procuring entity to reject all bids, or quotations or proposals
 - b) a complaint or protest submitted later than 7 working days from the date the complainant became aware or should have become aware of the circumstances leading to the complaint or protest.
- 36.3 If a contract has not yet been signed, the complaint or protest shall in the first instance be submitted to the concerned procuring entity viz. ministry, region or district head within 7 working days of the complainant becoming aware of the circumstances leading to the complaint/ protest.
- 36.4 The Procurement entity shall give a decision within 5 working days of receiving the complaint.
- 36.5 If the complainant is NOT satisfied with the decision of the entity or does NOT receive any response within the time specified, he/she may appeal the decision to the Bid Protest Committee within three working days of receiving or failing to receive within the prescribed period, the response from the entity
- 36.6 If a procurement contract has already been signed, the complaint/protest may be submitted direct to the Bid Protest Committee within 7 working days of the date on which the complainant became aware or should have become aware of the circumstances leading to the complaint or protest. Simultaneously a copy of the complaint/ protest shall be sent to the Procuring entity.
- 36.7 The appeal or complaints submitted to the Bid Protest Committee shall be accompanied by a registration fee equivalent to 2% of the actual or estimated value of the procurement, subject however to a maximum of G\$ 2 million.
- 36.8 The Bid Protest Committee shall review the complaint or protest, in consultation with the procurement entity and may,

- a) reject the complaint/protest giving reasons for its decision. If the complaint is also declared frivolous the registration fee shall be forfeited.
- b) instruct both parties i.e. the complainant and procuring entity, on the rules and policies that apply to the issue raised and direct them to proceed accordingly
- c) prohibit the procurement entity from proceeding or deciding the issue unlawfully
- d) annul any unlawful decision of the procuring entity unless a contract has been signed
- e) order the procurement entity to pay compensation to the complainant for the costs incurred in the bid preparation and participation order the entity to terminate the procurement. Proceeding

36.9 During the period of consideration of a complaint/ protest the procurement proceedings shall be suspended from the time the complaint is received to the time a final decision is issued by the Procurement entity or the Bid Protest Committee. However, the procuring entity may decide not to suspend the procurement proceedings in the public interest but record its reasons for such a decision. The Bid Protest Committee also may decide to remove the suspension if in its opinion the public interest warrants such action.

BID DATA SHEET (BDS)

Item №	
A. General	
ITB 1.1 and 8.1	The name, address, telephone, mail and e-mail of Employer is: <i>Guyana Energy Agency, 295 Quamina Street, South Cummingsburg, Georgetown, Tel: (592) 226-0394, gea@gea.gov.gy.</i>
ITB 1.1	The works are: Construction of solar carport in Lots: Lot 1 : University of Guyana, Turkeyen Campus, Region 4 Lot 2: Mahaicony Technical and Vocational Training Center, Region 5 Lot 3: Linden Electricity Company Inc, Region 10
ITB 1.1	The source of financing is: <i>Government of Guyana</i>
B. Bidding Documents	
ITB 8.1	The Employer's address for clarification is: 295 Quamina Street, South Cummingsburg, Georgetown, Guyana
ITB 8.2	Whether the mandatory pre-bid conference shall be held: No
C. Preparation of Bids	
ITB 10.1	The language of Bid: <i>English</i>
ITB 11	<p>The Bidder shall submit the following additional documents in its bid:</p> <ol style="list-style-type: none"> 1. Evidence of Financial Capability in the amount of 30% of the bid price in the form of a bank statement or letter of credit from a commercial bank in the name of the bidder dated one month prior to bid submission . Letter of credit must state a figure. The document must be dated within one month of the bid opening date and be clearly legible. When a photocopy of the letter of credit or bank statement is presented, it must be certified a "true copy of the original" by the issuing company. 2. Submission of a valid business registration or certificate of incorporation, inclusive of list of directors, that is clearly legible. Where bidder is part of an unincorporated joint venture, a legible copy of joint venture agreement is required. Copy of joint venture agreement must state the joint venture partner to which invoice will be paid and contract to be signed. Where bidder is a joint venture company, a legible copy of certificate of incorporation is to be submitted. Each party must submit valid compliance as per items 2 and 3 of the Evaluation Criteria. 3. Written confirmation of authorizing signatory must be provided. For the incorporated company this must be in the form of a Power of Attorney endorsed by a Commissioner of Oaths or Justice of Peace. For a registered business that has appointed an employee to sign the bid, a letter of authorizing signatory must be provided. 4. Valid certificates of compliance from GRA and NIS and VAT registration (only applicable to Bidders resident in the country of the Procuring Entity). 5. Completed litigation form of the bidding documents. 6. A letter stating any or no termination or abandonment of projects. The letter must be dated within one month of the bid opening date. 7. An implementation schedule indicating important milestones such as installation and commissioning. Frequent (at least monthly) progress reports and work plan are to be provided to the Procuring Entity as required by the procuring entity during project execution.



	<p>8. Bidder must provide audited financial statements for the past three years for incorporated companies. Financial statements must be audited by a Chartered accountant/accountancy firm and include an auditor's note. OR</p> <ul style="list-style-type: none"> - Registered businesses must provide Balance Sheets, Profit and Loss Accounts, and Income and Expenditure Accounts for the past three years. These financial statements must be approved by a Chartered accountant/accountancy firm.
ITB 14.1	The period of Bid validity: 120 days
ITB 15.1	A bid security of two percent (2%) of the tendered sum
ITB 15.2	<p>Form of Bid Security:</p> <p><i>Bid security should be expressed in Guyanese currency and shall be a bank guarantee or a bid bond issued by an insurance company licensed by the Bank of Guyana.</i></p>
ITB 16.2	Whether alternative provided for or not: NO
ITB 17.1	The number of the Bid Document to be completed and returned shall be: one (1) original bid and one (1) paper copy which shall be completed in writing in indelible ink and shall be signed by the Bidder, or by the person (persons) duly authorized to sign the bid in accordance with the power of attorney and 2 (two) exact electronic PDF copies of the bid on Flash Drive.
D. Submission of Bids	
ITB 18.4	Certificates of compliances from NIS, GRA and VAT Registration
ITB 19.1	<p>The deadline and address for bid submission</p> <p>Time: 9:00hrs</p> <p>Date: 28th August, 2025</p> <p>Place of Submission: National Procurement and Tender Administration Board, Ministry of Finance, Main and Urquhart Street, Georgetown.</p>
E. Opening and Evaluation of Bids	
ITB 22.1	<p>The bid opening shall take place at:</p> <p><i>National Procurement and Tender Administration Board, Ministry of Finance, Main and Urquhart Streets, Georgetown.</i></p> <p>Date: 28th August, 2025</p> <p>Time: 09:00hrs</p>
F. Award of Contract	
ITB 28	<p>Award Criteria</p> <p>Contract will be awarded to the lowest evaluated qualified Bidder consistent with the evaluation criteria.</p>
ITB 32.1	<p>The amount and validity of Performance Security 10% of the contract sum and may be in the form of a <u>Bank Guarantee or a bid bond issued by an insurance company licensed by the Bank of Guyana.</u></p> <p>The bond shall be valid for the entirety of the contract period.</p>



General Conditions of Contract (GCC)

A. General provisions

1. Definitions

1.1 Below given terms in this Contract shall be interpreted as follows:

- (a) **"Bill of Quantities"** means the completed priced items of works and priced consumable materials which are the part of the Bid.
- (b) **"The Completion Date"** means the date of completion of the Works accepted by the Working Committee pursuant to Certificate of Commissioning, or in case of repair works, the final Certificate of Performed Works of the Contractor approved by the Engineer.
- (c) **"Contract"** means the Contract achieved between the Purchaser and the Contractor, and fixed as the form of Contract signed by the parties with all annexes and addenda to the Contract for the execution and completion of the Works.
- (d) **"Contractor"** means an individual or legal entity, or a partnership, whose Bid for the execution of the Works is accepted by the Purchaser.
- (e) **"Contractor's Bid"** means the completed bidding documents submitted by the Contractor to the Purchaser.
- (f) **"Contract Price"** means the amount to be paid to the Contractor under the Contract for the entire and duly performance of his contractual obligations.
- (g) **"Days"** mean calendar days; **"months"** mean calendar months.
- (h) **"A Defect"** means any part of the Works executed breaching terms of the Contract.
- (i) **"The Acceptance Report of Corrected Defects"** means the acceptance report drafted jointly by the Engineer and the Contractor after correction of defects by the Contractor.
- (j) **"The Defects Correction Period"** means the period to correct imperfections and defects indicated in the Special Conditions of Contract, and calculated from the Completion Date.
- (k) **"Drawings"** include all calculations, schemes, plans and other information provided, or approved by the Authorized Body for the execution of the Contract.
- (l) **«Compensation Events»** means the event defined in Clause 41 of the General Conditions of Contract.
- (m) **"Employer"** means the party, as defined in the SCC, which employs the Contractor to execute the Works.
- (n) **"Machinery and equipment"** mean all the Contractor's machinery, equipment and vehicles to be brought temporarily to the Site for the execution of the Works.

(o) **"The Initial Contract Price"** means the Contract Price indicated by the Employer in the Letter of Acceptance.

(p) **"The Expected Period of Completion"** means when the Contractor should complete the execution of the Works indicated in the SCC.

(q) **"Materials"** means all consumable and raw materials to be used by the Contractor and subcontractor during the execution of the Works.

(r) **"Plant"** means the integral part of the Works which has a mechanical, electrical, chemical or biological function.

(s-i) **The Project Manager** is the person **named in the SCC** (or any other competent person appointed by the Employer and notified to the Contractor, to act in replacement of the Project Manager) who is responsible for supervising the execution of the Works and administering the Contract.

(s-ii) **"Engineer"** means a competent person appointed by the Project Manager and notified to the Contractor during the commencement of the Contract.

(t) **"Site"** means the territory, as defined in the SCC, allotted for the execution of the Works.

(u) **"Technical Specification"** means the technical specifications of the Works included in the Contract, and any modifications of, or addenda to these specifications approved by the Employer.

(v) **"The Start Date"** means the latest date, as given in the SCC, when the Contractor shall commence execution of the Works. It does not necessarily coincide with any of the Site Possession Dates.

(w) **"A Subcontractor"** means an individual or legal entity, entering into a Contract with the Contractor to execute the part of the Works under the Contract, including the work of the Site.

(x) **"Temporary Structures"** means the structures designed, constructed, installed and dismantled by the Contractor, and which are required for the execution of the Works.

(y) **"Modification"** means a written instruction given by the Engineer to modify quantity of the Works, or items.

(z) **"The Works"** means that the Contractor should construct, install, and hand over to the Purchaser under the Contract the execution of quantity of the Works, or completion of the Works, as defined in the SCC.

(aa) **the Defects Liability Period** is the period stated in the SCC and calculated from the completion date.

(bb) **A Variation** is an instruction given by the Project Manager which varies the Works.

(cc) **Site Investigation Reports** are those that were included in the bidding documents and are factual and interpretative reports about the surface and subsurface conditions at the Site.

2. Contract Documents

- 2.1 Below listed documents shall constitute the Contract, and shall be its integral part, and shall be interpreted in the following order of priority:
- (a) Contract,
 - (b) Letter of Acceptance,
 - (c) Contractor's Bid,
 - (d) Special Conditions of Contract,
 - (e) General Conditions of Contract,
 - (f) Technical Specifications,
 - (g) Drawings,
 - (h) Priced Bill of Quantities, and priced Consumable Materials ; and,
 - (i) Any other documents listed in *the Special Conditions of Contract* to be as a constituent part of the Contract.
- 3. Language and Law**
- 3.1 The language of the Contract and the applicable laws governing the Contract are stated in *the Special Conditions of the Contract*.
- 4. Project Manager Decision**
- 4.1 Except where otherwise specifically stated, the Project Manager shall decide contractual matters between the Employer and the Contractor in the role representing the Employer.
- Delegation**
- 4.2 The Project Manager may delegate any of his duties and responsibilities to other people, after notifying the Contractor, and may cancel any delegation after notifying the Contractor.
- 5. Official communication between the Employer and the Contractor**
- 5.1 Official communication between the parties under the implementation of the Contract conditions shall be effective only when in writing. A notice shall be effective only when it is delivered.
- 6. Entering into subcontract**
- 6.1 The Contractor may enter into subcontracts with the approval of the Engineer, but may not assign the Contract without the approval of the Employer in writing. In case of entering into more than one Contract with subcontractors, the Contractor shall co-ordinate the activities of those subcontractors. Presence of subcontractors shall not alter the Contractor's liability for performance of the contract.

7. Personnel

- 7.1 The Contractor shall employ the personnel for key positions in order to perform the functions specified in the «Qualification Information». The Engineer shall approve any proposed replacement of the key personnel only if their relevant qualifications and skills are the same or better than those of the personnel listed in the «Qualification Information».
- 7.2 If for any reason the Engineer asks the Contractor to remove the person who is a staff member or employee of the Contractor or subcontractor, the Contractor should ensure that this person leaves the Site within three days, and no longer be engaged in the work under this Contract.

8. Employer's and Contractor's Risks

- 8.1 The Employer and the Contractor carry the risks which are the Employer's risks or the Contractor's risks under this Contract.

9. Employer's Risks

- 9.1 From the Start Date and until the Completion Date, or until the defects have been fully corrected, the following risks will be the Employer's risks:
- (a) The risk of personal injury, or, death, or loss of or damage to property (exclusive of the Works, Plant, Materials, Machinery and Equipment) in consequence of:
 - (i) using or occupying the Site by the Purchaser for the execution of the Works, or for other purposes which may be an unavoidable result of the Works or
 - (ii) negligence, improper fulfillment of official duties, or violation of legal rights of the Contractor by the Purchaser, or by any person employed by him, or under the Contract, exclusive of the Contractor.
 - (b) The risk of damage to the Works, Plant, Materials, and Machinery and Equipment to the extent that is due to a fault of the Employer, or in the Employer's design defect, or due to war or radioactive contamination directly affecting the country where the works are to be executed.
- 9.2 From the Completion Date and until the defects have been fully corrected, the risk of loss of or damage to the Works, Plant and Materials is the Employer's risk, exclusive of the cases when loss or damage caused by:
- (a) the defect which existed on the Completion Date;
 - (b) the event which occurred before the Completion Date and which is related to the Employer's risks, or
 - (c) the activities of the Contractor on the Site after the Completion Date.

10. Contractor's Risks

- 10.1 From the Start Date and until the defects have been corrected, the risk of personal injury, death, and loss of or damage to property (including the Works, Plant, Materials, Machinery and Equipment) which are not the Purchaser's risks are the Contractor's risks.

11. Contractor to Execute the Works

- 11.1 The Contractor shall construct and install the Plant in accordance with the Specifications, Drawings, Bill of Quantities and/or pursuant to the Defects Report.

12. The Works to Be Completed by the Expected Period of Completion

- 12.1 The Contractor may begin the execution of construction Works from the Start Date, and he should execute the Works in accordance with the Work Execution Schedule submitted by the Contractor and approved by the Engineer, and the Contractor must complete the construction Works by the Expected Period of Completion.

13. Construction of Temporary Structures

- 13.1 The Contractor shall submit to the Engineer the specifications and drawings indicating the expected construction of Temporary structures to be approved by the Engineer, provided that they comply with the Specifications and drawings.
- 13.2 The Contractor should, when required, co-ordinate the project of Temporary structures with the third party.

14. Accident Prevention

- 14.1 The Contractor shall be fully responsible for the safety of all activities on the Site.

15. Discoveries

- 15.1 Anything of historical or other interest or of significant value discovered on the Site shall be the property of the Employer. The Contractor should notify the Engineer of such discoveries and carry out the Engineer's instructions for dealing with them.

16. Investigation and Use of Site

- 16.1 During the execution of the Works, the Contractor shall rely on the Site Investigation Reports, and may visit and investigate the Project Site. All information obtained by the Contractor during the Site visit, shall be used for the execution of the Works.
- 16.2 The Employer shall give the Contractor the right for using the whole Site which is allotted for project construction. If the right for using any part of the Site is not given by the date indicated in *the Special Conditions of Contract*, the Employer will be deemed to have delayed the start of the certain kinds of project works, in this case the Purchaser should extend the construction period for the period of transferring the Site.

17. Access to the Site

- 17.1 The Contractor shall allow the Engineer and any other person authorized by the Engineer, access to the Site or to any other place where work is being carried out or is expected to be carried out according to the Contract.

18. Orders and instructions

- 18.1 The Engineer, within his authority, may take a decision; give orders and instructions to be binding upon the Contractor.
- 18.2 If the Contractor assumes that decision taken by the Engineer exceeds the authority presented

by the Engineer under the Contract, or decision was taken wrong, it shall be dealt with under clause 19.

19. Insurance

19.1 The Contractor shall provide, in the joint names of the Employer and the Contractor, insurance cover from the Start Date to the end of the Defects Liability Period, in the amounts and deductibles **stated in the SCC** for the following events which are due to the Contractor's risks:

- (a) loss of or damage to the Works, Plant, and Materials;
- (b) loss of or damage to Equipment;
- (c) loss of or damage to property (except the Works, Plant, Materials, and Equipment) in connection with the Contract; and
- (d) personal injury or death.

19.2 Policies and certificates for insurance shall be delivered by the Contractor to the Project Manager for the Project Manager's approval before the Start Date. All such insurance shall provide for compensation to be payable in the types and proportions of currencies required to rectify the loss or damage incurred.

19.3 If the Contractor does not provide any of the policies and certificates required, the Employer may effect the insurance which the Contractor should have provided and recover the premiums the Employer has paid from payments otherwise due to the Contractor or, if no payment is due, the payment of the premiums shall be a debt due.

19.4 Alterations to the terms of an insurance shall not be made without the approval of the Project Manager.

19.5 Both parties shall comply with any conditions of the insurance policies.

20. Site Investigation Reports

20.1 The Contractor, in preparing the Bid, shall rely on any Site Investigation Reports that may be available by the Client.

21. Queries about the Special Conditions of Contract

21.1 The Project Manager shall clarify queries on the SCC.

22. Contractor to Construct the Works

22.1 The Contractor **MUST** construct and install the Works in accordance with the Specifications and Drawings.

23. Approval by the Project Manager

23.1 The Contractor shall submit Specifications and Drawings showing the proposed Temporary Works to the Project Manager, who is to approve them if they comply with the Specifications and Drawings.

23.2 The Contractor shall be responsible for design of Temporary Works.

23.3 The Project Manager's approval shall not alter the Contractor's responsibility for design of

the Temporary Works.

23.4 The Contractor shall obtain approval of third parties to the design of the Temporary Works, where required.

23.5 All Drawings prepared by the Contractor for the execution of the temporary or permanent Works, are subject to prior approval by the Project Manager before this use.

24. Safety

24.1 The Contractor shall be responsible for the safety of all activities on site.

25. Possession of the Site

25.1 The Employer shall give possession of all parts of the Site to the Contractor.

26. Instructions, Inspections and Audits

26.1 The Contractor shall carry out all instructions of the Project Manager which comply with the applicable laws where the Site is located.

26.2 The Contractor shall permit the Employer to inspect the Contractor's accounts and records relating to the performance of the Contractor and to have them audited by auditors appointed by the Employer, if so required. The Contractor shall maintain all documents and records related to the Contract for five (5) years after completion of the work. The Contractor shall deliver any document necessary for the investigation of allegations of fraud or corruption and require to employees or agents with knowledge of the Contract to respond to questions from the Employer.

27. Disputes

27.1 If the Contractor believes that a decision taken by the Project Manager was either outside the authority given to the Project Manager by the Contract or that the decision was wrongly taken, the decision shall be referred to Arbitration.

28. Procedure for Disputes

28.1 The Arbitration shall be conducted by the Chancellor of the Judiciary of Guyana in accordance with the laws of the Cooperative Republic of Guyana.

G. Time Control

29. Program

29.1 Within the time **stated in the SCC**, after the date of the Letter of Acceptance, the Contractor shall submit to the Project Manager for approval a Program showing the general methods, arrangements, order, and timing for all the activities in the Works.

29.2 An update of the Program shall be a program showing the actual progress achieved on each activity and the effect of the progress achieved on the timing of the remaining work, including any changes to the sequence of the activities.

29.3 The Contractor shall submit to the Project Manager for approval an updated Program at

intervals no longer than the period **stated in the SCC**. If the Contractor does not submit an updated Program within this period, the Project Manager may withhold the amount **stated in the SCC** from the next payment certificate and continue to withhold this amount until the next payment after the date on which the overdue Program has been submitted.

- 29.4 The Project Manager's approval of the Program shall not alter the Contractor's obligations. The Contractor may revise the Program and submit it to the Project Manager again at any time. A revised Program shall show the effect of Variations and Compensation Events.

30. Extension of the Intended Completion Date

- 30.1 The Project Manager shall extend the Intended Completion Date if a Compensation Event occurs or a Variation is issued which makes it impossible for Completion to be achieved by the Intended Completion Date without the Contractor taking steps to accelerate the remaining work, which would cause the Contractor to incur additional cost.

- 30.2 The Project Manager shall decide whether and by how much to extend the Intended Completion Date within 21 days of the Contractor asking the Project Manager for a decision upon the effect of a Compensation Event or Variation and submitting full supporting information. If the Contractor has failed to give early warning of a delay or has failed to cooperate in dealing with a delay, the delay by this failure shall not be considered in assessing the new Intended Completion Date.

31. Delays Ordered by the Engineer

- 31.1 The Engineer has a right to give order to the Contractor to suspend the start or progress of execution of the works on the Project construction.

32. Acceleration

- 40.1 When the Employer wants the Contractor to finish before the Intended Completion Date, the Project Manager shall obtain priced proposals for achieving the necessary acceleration from the Contractor. If the Employer accepts these proposals, the Intended Completion Date shall be adjusted accordingly and confirmed by both the Employer and the Contractor.
- 40.2 If the Contractor's priced proposals for an acceleration are accepted by the Employer, they are incorporated in the Contract Price and treated as a Variation.

33. Delays Ordered by the Project Manager

- 41.1 The Project Manager may instruct the Contractor to delay the start or progress of any activity within the Works.

34. Management Meetings

- 34.1 Either the Project Manager or the Contractor may require the other to attend a management meeting. The business of a management meeting shall be to review the plans for remaining work and to deal with matters raised in accordance with the early warning procedure.
- 34.2 The Project Manager shall record the business of management meetings and provide copies of the record to those attending the meeting and to the Employer. The responsibility of the parties for actions to be taken shall be decided by the Project Manager either at the management meeting or after the management meeting and stated in writing to all who attended the meeting.

H. Quality Control

35. Identifying Defects

- 35.1 The Engineer shall check the works of the Contractor and notify the Contractor of the defects found. Such checking shall not involve the change in the Contractor's responsibilities. The Engineer is entitled to require the Contractor to search for a defect, and to uncover and check the results of works that the Engineer considers may have a Defect.
- 35.2 The "Defects Liability Period" for the work is 12 months from the date of taking over possession or such other period as may be specified in the *Special Conditions of Contract*.

36. Tests

- 36.1 If the Engineer instructs the Contractor to carry out tests not provided for in the specifications to check whether the performed work has a defect, and if as a result the test shows that it does, the Contractor shall pay for the test. If there is no defect, the payment for the test shall be done by the Purchaser and it shall be a Compensation Event.

37. Correction of Defects

- 37.1 The Engineer should notify the Contractor in writing of any defect before completion of the Defects Correction Period, which begins at Completion Date, and its duration is determined in the *Special Conditions of Contract*.
- 37.2 Upon receipt of each notice of Defect, the Contractor should correct the indicated Defect within the time period specified in the Engineer's notice.

38. Uncorrected Defects

- 38.1 In case if the Contractor has not corrected the Defect within the time period specified in the Engineer's notice, the Engineer will assess the cost of having the Defect corrected, and the

Contractor should pay those costs.

I. Cost Control

39. Bill of Quantities

- 39.1 The Bill of Quantities includes the priced kinds of works and value of consumable material for the construction, installation, testing and commissioning of the Works to be executed by the Contractor.
- 39.2 The Bill of Quantities in the bid is used for calculation and payment for the Contract Price. The Contractor shall receive the payment for the executed amount of works at the rate and price, and value of consumable materials indicated in the Bill of Quantities for each kind of work.

40. Changes in Quantities

- 40.1 In exceptional circumstances, the Employer, as may be industrially required, may change quantity of any works, or individual kinds of works.
- 40.2 At the request of the Employer, the Contractor within 7(seven) days of receipt of request should provide the Employer with a detailed breakdown of prices of change in the quantities indicating the rates for kinds of works and value of consumable material. The Employer shall evaluate those rates and value of consumable material in comparison with the Bill of Quantities provided by the Contractor with his Bid.
- 40.3 In case if during the comparison, the rate and value of consumable material will correspond with the rate and value of consumable material given in the Bill of Quantities, the Employer shall issue the Contractor a "Work order" for the execution of changed quantities.
- 40.4 If the rate and value of consumable material shall not correspond with the rate and value given in the Bill of Quantities, or if in the Employer's judgment, shall be unreasonable, the Employer instructs the Engineer to prepare a budget for Changed quantities, or for individual kinds of works, and on the basis of his own forecast, issues the Contractor a budget in the Work order format to execute for changed quantities.
- 40.5 The Contractor does not have a right for additional payment as a compensation of expenditure which one might avoid by giving an early notice.

41. Variations

- 41.1 All Variations shall be included in updated Programs produced by the Contractor.

42 Payments for Variations

- 42.1 The Contractor shall provide the Project Manager with a quotation for carrying out the Variation when requested to do so by the Project Manager. The Project Manager shall assess the quotation, which shall be given within seven days of the request or within any longer period stated by the Project Manager and before the Variation is ordered.
- 42.2 If the work in the Variation corresponds with an item description in the Bill of Quantities and if, in the opinion of the Project Manager, the quantity of work above the limit stated in Sub-Clause 38.1 or the timing of its execution do not cause the cost per unit of quantity to change, the rate in the Bill of Quantities shall be used to calculate the value of the Variation. If the cost per unit of quantity changes, or if the nature or timing of the work in the Variation does not correspond with items in the Bill of Quantities, the quotation by the Contractor shall be

in the form of new rates for the relevant items of work.

- 42.3 If the Contractor's quotation is unreasonable, the Project Manager may order the Variation and make a change to the Contract Price, which shall be based on the Project Manager's own forecast of the effects of the Variation on the Contractor's costs.
- 42.4 If the Project Manager decides that the urgency of varying the work would prevent a quotation being given and considered without delaying the work, no quotation shall be given and the Variation shall be treated as a Compensation Event.
- 42.5 The Contractor shall not be entitled to additional payment for costs that could have been avoided by giving early warning.
- 42.6 All variations MUST be approved by the appropriate awarding entity.

43. Tax

- 43.1 The rates quoted by the Contractor shall be deemed to be inclusive of the sales, income and other taxes and duties that the Contractor will have to pay for the performance of this Contract. The Employer will perform such duties in regard to the deduction of such taxes at source as per applicable law.

44. Currencies

- 44.1 All payments will be made in Guyana Dollars only.

45. Cash Flow Forecasts

- 45.1 When the Program is updated, the Contractor shall provide the Project Manager with an updated cash flow forecast. The cash flow forecast shall include different currencies, as defined in the Contract, converted as necessary using the Contract exchange rates.

46. Payment Certificates

- 46.1 The Contractor shall submit to the Project Manager monthly statements of the estimated value of the work executed less the cumulative amount certified previously.
- 46.2 The Project Manager shall check the Contractor's monthly statement and certify the amount to be paid to the Contractor.
- 46.3 The value of work executed shall be determined by the Project Manager.
- 46.4 The value of work executed shall comprise the value of the quantities of the items in the Bill of Quantities completed.
- 46.5 The value of work executed shall include the valuation of Variations and Compensation Events.
- 46.6 The Project Manager may exclude any item certified in a previous certificate or reduce the proportion of any item previously certified in any certificate in the light of later

information.

47. Certificate of Performed Works

- 47.1 The Contractor shall monthly submit to the Engineer for payment the certificates of actually performed works prepared pursuant to the Bill of Quantities after deduction of aggregate payments of previously approved quantities.
- 47.2 The Engineer should check the Contractor's monthly certificates of performed works and approve them for payment to the Contractor.
- 47.3 The value of performed works should be determined by the Engineer, and should involve the value of all actually performed quantities in accordance with items of works, rates and value of consumable material under the Bill of Quantities.
- 47.4 The value of performed works should include the value of Work order (additional works) and of Compensation Event.
- 47.5 The Engineer may exclude, based on subsequent circumstance, any items certified in a previous certificate of performed works for payment, or reduce the proportion of any item previously certified in any certificate of performed works for payment in the light of later information.

48. Payments

- 48.1 Payments shall be adjusted for deductions for advance payments and retention. The Employer shall pay the Contractor sums according to the certificates of performed works confirmed by the Engineer during 28 days after the date of invoicing pursuant to the certificate of performed works. In case when the payment is delayed, the Employer shall pay interest to the Contractor indicated in the *Special Conditions of Contract* against the delayed payments. Interest is calculated from the date by which the payment should be made and until the date when the last payment has been made.
- 48.2 In case if the cost of certificate of performed works is increased as a result of decision of Arbitrator or Judge of General Jurisdiction, interests will be charged from the date of affirmation by the Engineer of the certificate of performed works for which the quantities have been increased without any dispute.
- 48.3 The kinds of Works for which no rate or price, and value of consumable material is entered in will not be paid for by the Employer, and shall be deemed included in other kinds of Works.

49. Compensation Events

- 49.1 The following shall be Compensation Events:
 - (a) The Employer does not give access to a part of the Site by the Site Possession Date
 - (b) The Employer modifies the Schedule of Other Contractors in a way that affects the work of the Contractor under the Contract.
 - (c) The Project Manager orders a delay or does not issue Drawings, Specifications, or instructions required for execution of the Works on time.

- (d) The Project Manager instructs the Contractor to uncover or to carry out additional tests upon work, which is then found to have no Defects.
 - (e) The Project Manager unreasonably does not approve a subcontract to be let.
 - (f) Ground conditions are substantially more adverse than could reasonably have been assumed before issuance of the Letter of Acceptance from the information issued to bidders (including the Site Investigation Reports), from information available publicly and from a visual inspection of the Site.
 - (g) The Project Manager gives an instruction for dealing with an unforeseen condition, caused by the Employer, or additional work required for safety or other reasons.
 - (h) Other contractors, public authorities, utilities, or the Employer does not work within the dates and other constraints stated in the Contract, and they cause delay or extra cost to the Contractor.
 - (i) The advance payment is delayed.
 - (j) The effects on the Contractor of any of the Employer's Risks.
 - (k) The Project Manager unreasonably delays issuing a Certificate of Completion.
- 49.2 If a Compensation Event would cause additional cost or would prevent the work being completed before the Intended Completion Date, the Contract Price shall be increased and/or the Intended Completion Date shall be extended. The Project Manager shall decide whether and by how much the Contract Price shall be increased and whether and by how much the Intended Completion Date shall be extended.
- 49.3 As soon as information demonstrating the effect of each Compensation Event upon the Contractor's forecast cost has been provided by the Contractor, it shall be assessed by the Project Manager, and the Contract Price shall be adjusted accordingly. If the Contractor's forecast is deemed unreasonable, the Project Manager shall adjust the Contract Price based on the Project Manager's own forecast. The Project Manager shall assume that the Contractor shall react competently and promptly to the event.

49.4 The Contractor shall not be entitled to compensation to the extent that the Employer's interests are adversely affected by the Contractor's not having given early warning or not having cooperated with the Project Manager.

50. Retention

50.1 For the purposes of correction of possible defects, the Employer shall retain from each payment a portion of the funds in the sum of 10 % of the contract sum is paid only at the expiration of Defects Liability period

50.2 On the Completion Date half of the whole retention shall be returned to the Contractor and the second half shall be returned after completion of the Defects Correction Period, provided that all Defects indicated in the notice and certified by the Engineer have been corrected.

50.3 After entire completion of Works, the Contractor may substitute retention money with an "on demand" bank guarantee.

51. Liquidated Damages.

51.1 In case of a failure in the Completion Date towards the Expected Period of Completion, the Contractor shall pay the Purchaser liquidated damages specified in the Special Conditions of Contract for each date of delay of the actual Completion Date against the Expected Period of Completion. The total amount of liquidated damages shall not exceed the amount specified in the Special Conditions of Contract. The Employer may deduct liquidated damages from payments due to the Contractor. Payment of liquidated damages shall not affect the Contractor's liabilities. Thereafter the procuring entity has the right to cancel the contract and demand all forms of damages.

51.2 In case of extension of the Expected Period of Completion after liquidated damages have been paid, the Engineer shall repay the overpaid amount of liquidated damages by the Contractor at the expense of next certificate of performed works.

52. Force majeure

52.1 The Contractor shall not forfeit his performance security, and shall not be responsible for payment of liquidated damages, or termination of a Contract for disregard of provision, if the delay in execution of the Contract, or default is the result of an event of force majeure.

52.2 For the purposes of this Clause, "force majeure" means an event beyond the control of the Contractor, not connected with error or negligence of the Contractor, and not foreseeable. Such events may include but not restricted to such actions as: wars or revolutions, fires, floods, epidemics, quarantine and embargo affecting the execution of the Works.

52.3 When force majeure arises, the Contractor shall promptly notify the Engineer in writing of such event and its cause. If no written instructions received from the Engineer, the Contractor shall continue to perform his obligations under the Contract as far as possible, and shall search for alternative ways of execution of the Contract, irrespective of force majeure.

53. Mobilization or Advance Payment

53.1 The Employer shall make advance payment to the Contractor in the amount and within the dates specified in *the Special Conditions of Contract*, provided that a Bank Guarantee for advance payment for the amount of advance have been provided by the Contractor. The Guarantee shall remain in force until the full repayment of advance; in this case the amount of the Guarantee should be progressively reduced by the amounts repaid by the Contractor. Interest will not be charged on advance payments.

53.2 The Contractor shall use the advance payment exclusively to pay for Plant, Machinery, and Equipment, Materials and other expenses required directly for the execution of the Contract. The Contractor shall demonstrate that advance payment has been used for the purposes of execution of the Contract by supplying copies of invoices or other documents.

53.3 The advance payment shall be repaid by deducting proportionate amounts from the Certificate of performed works that are due to the Contractor. No account shall be taken of the advance payment or its repayment in assessing valuations of performed works, Modifications, Compensation Events, Bonuses or Liquidated Damages.

54. Performance Security

- 54.1 Within seven (7) days upon receipt of notice of award, the successful Bidder shall furnish the Employer with the Performance Security, the amount and form of which is specified in the *Special Conditions of Contract*.
- 54.2 The Performance Security shall be returned by the Employer not later than fifteen (15) days after the date of completion by the Contractor of his obligations under the Contract, including all guarantee obligations, unless otherwise provided in the Special Conditions of Contract.

55. Cost of Repairs

- 55.1 Loss of or damage to the Works, Plant, or Materials included in Works and having been occurred between the Start Date and the Completion Date, including the Defects Correction Period shall be reimbursed by the Contractor at the Contractor's cost if that loss or damage arose as a result of the Contractor's action or inaction.

J. Finishing the Contract

56. Completion

- 56.1 The Contractor, after completion of all works stipulated in the Contract, shall send the Employer a notice of Completion and shall request the Engineer to issue a certificate of Completion of the Works

57. Taking Over

- 57.1 The Employer not later than seven (7) days after the Contractor's notice, shall appoint the Working Commission to take over the Works. The Taking Over Certificate shall be prepared with participation of the Contractor. The date of approval of Taking Over Certificate by the Employer shall be deemed the Completion Date, and within seven (7) days of the date of taking over certificate, the Site and the Works should be taken over by the Purchaser

58. Final Account

- 58.1 After the Certificate of Corrected Defects, the Contractor shall supply the Employer with a final account for the remaining amount that the Contractor considers payable under the Contract. Provided that all defects are corrected, and that the supplied invoice is correct and complete, the Engineer, during one month, shall certify the final certificate of performed works. If during the inspection, there will be the facts of finding a defect, and the supplied invoice is incorrect or inaccurate, the Engineer, within a month, shall submit a schedule for correction of defects. If the Final Account is still incorrect or inaccurate after it has been resubmitted, the Engineer shall determine independently the amount due to and shall decide to pay to the Contractor.

59. Operating and Maintenance Manuals

- 59.1 If "as built" Drawings and/or operating and maintenance manuals are required, the Contractor shall supply them by the dates **stated in the SCC**.
- 59.2 If the Contractor does not supply the Drawings and/or manuals by the dates **stated in the SCC**, or they do not receive the Project Manager's approval, the Project Manager shall withhold the amount **stated in the SCC** from payments due to the Contractor.

60. Payment upon Termination

- 60.1 If the Contract is terminated because of a fundamental breach of Contract by the Contractor, the Engineer shall issue the confirmed Certificate of the performed works and Materials ordered less advance payments received up to the date of the confirmation of the certificate and less the percentage of unperformed works, as indicated in the Special Conditions of Contract. Additional Liquidated Damages shall not be charged. If the total amount due to the Employer exceeds the amount due to the Contractor, the difference shall be a debt of the Contractor to the Purchaser.
- 60.2 If the Contract is terminated for the Employer's convenience or because of a fundamental breach of Contract by the Purchaser, the Engineer shall confirm the Certificate of the performed works, Materials ordered, the reasonable cost of removal of Equipment, repatriation of the Contractor's personnel employed solely on the Works, and the Contractor's costs of protecting and securing the Works, and less advance payments received up to the date of the confirmation of the certificate.

61. Property

- 61.1 All Materials on the Site, Equipment, Temporary Structures, and Works shall be deemed the property of the Employer if the Contract is terminated because of the Contractor's fault.

62. Release from Performance

- 62.1 If the Contract is frustrated by the outbreak of war or by any other event entirely outside the control of either the Employer or the Contractor, the Engineer shall certify the impossibility of the Contract performance. The Contractor shall make the Site safe and stop work as quickly as possible after receiving such notice, and shall be paid for all work carried out before receiving an instruction, and for any work carried out afterwards to which a commitment was made.

63. Contractor to Protect Works Done, Materials and Plant

63.1 The Contractor should provide the protection of performed works and all materials, plant, resources and other items related to the Works from any or all kinds of damage, deterioration, destruction linked to rain, frost, fire, robbery, mysterious disappearance and other reasons. The Contractor during the execution of the works, shall additionally ensure the protection of other works on Project, and of property belonged to the Employer, and related structures from any damage, deterioration or for any other reason, including (but not limited to these) roads, buildings, warehouses and other kinds of movable and immovable property, exclusive of the event of force majeure. All costs incurred by the Contractor in view of the above-stated, shall not be subject to additional payment on the part of the Employer.

63.2 The Purchaser will not be responsible for any damage to the Contractor's works for the abovementioned reasons before they are fully completed and accepted, and the Contractor shall, without additional payment, carry out all corrections, repairs or replacements as applicable to the Works because of necessity to correct any defect, damage and other defects as a result of the above event.

64. Materials and Equipment of Contractor

64.1 The Contractor shall be responsible for the arrangement of supply, transportation, discharge and storage of all Materials and Equipment to be supplied, and delivered by the Contractor to the Project Site. The supplies shall be carried out only for the Contractor's name. The Employer shall in no case be responsible for expenses related to the supply, processing, storage and fee for stoppage of vehicle. No supplies shall be addressed to the Employer.

64.2 The Contractor shall provide the Employer with a Schedule of Receipt of materials and equipment on the Project Site. The sites only permitted by the Purchaser may be used for storage, stowage and stockpiling.

Special Conditions of Contract (SCC)

The following Special Conditions of Contract shall supplement the General Conditions of Contract. Whenever there is a conflict between the provisions herein and the General conditions of Contract, the Special Conditions of Contract shall prevail.

SCC Clause name	
1.1 (m)	The Employer is: <i>Name: Guyana Energy Agency</i> <i>Address: 295 Quamina Street, South Cummingsburg, Georgetown</i> <i>Tel: 592-226-0394 ext. 223/241</i> <i>Email: gea@gea.gov.gy</i>
1.1 (b)	The Intended Completion Date for the whole of the Works shall be: One hundred and twenty (120) days from the signing of the Contract.
1.1 (sii)	The Engineer is: Mr. Damion Shiwcharan
1.1 (aa)	The Defects Liability Period is: Twelve (12) Months after the official completion of the Project.
1.1 (t)	The Sites are located at: 1 : University of Guyana, Turkeyen Campus, Region 4 2: Mahaicony Technical and Vocational Training Center, Region 5 3: Linden Electricity Company Inc, Region 10
1.1 (v)	The Start Date shall be: seven (7) days after the signing of the Agreement
2.1	Any other documents: all instructions (oral or written) subsequent to the signing of the Contract.
3.1	The Language of Contract: <i>English</i>
3.1	The Applicable Law: Law of Guyana
8	<i>The minimum insurance amounts and deductibles shall be:</i> <i>(a) for the Works, Plant and Materials: G\$5,000,000.</i> <i>(b) for loss or damage to Equipment – G\$3,000,000.</i> <i>(c) for loss or damage to property (except the Works, Plant, Materials, and Equipment) in connection with Contract: G\$3,000,000</i> <i>(d) for personal injury or death:</i> <i>(i) of all persons authorised to be on the site: G\$2,500,000 of the general public: G\$2,500,000</i>
16.2	The date by which the Site has been transmitted to Contractor for use: <i>the date when the commencement order is issued.</i>



27 28	Disputes arising out of or in connection with the Contract shall be settled in accordance with the Laws of Guyana.
29	The period of submission of Work Execution Schedule: <i>within fourteen (14) days from the date of the Letter of Acceptance.</i>
29.3	The period of submission of updated Work Execution Schedule: <i>seven (7) days</i>
29.3	The retention for untimely submission of Work Execution Schedule: <i>G\$500,000</i>
35.2	The Defects Liability Period: <i>12 months</i>
40.4	Changes in rates and value of consumables shall only apply where the change in quantities of items of work listed in the Bills vary more than 10 %.
48.1	The interest to be paid for the delay of payment on the amount of the delayed payment: <i>Interest rate at Bank of Guyana at time of delay</i>
50.1	Retention The percentage of payments due to be retained of the value of works done to correct possible defects: <i>the portion of payments retained is 10% of the contract sum.</i>
51.1	Liquidated Damages The penalty to be paid by the Contractor for delay of the completion of works <i>0.05% of the Contract Sum per week.</i> The maximum amount of liquidated damages for the whole of the Works is: <i>10% of the final Contract Price.</i>
	The Schedule of Other Contractors is as follows: <i>None</i>
53.1	Mobilization/ Advance Payment The time frame by which mobilization/advance payment is to be provided and the amount: <i>15% of the contract sum and shall be paid to the Contractor no later than 10 days after the receipt of the Advance Mobilization Bond.</i>
53.3	Mobilization/ Advance Re-payment <i>Repayment of advance payment for mobilization and equipment:</i> <i>The advance payment shall be repaid by means of deductions from the instalments and, if necessary, the balance due to the Contractor. This repayment shall begin with the first instalment and be completed, at the very latest, by the time 80% value of works has been achieved. The percentage amount to be repaid from each instalment shall be calculated using the following formula:-</i> $Rp = 5/4 * (100*TV/CS) \%$ <i>Where Rp is the percentage advance to be repaid, TV the total valuation and CS is the original contract sum, the result is rounded up to zero decimal places.</i> <i>NB: - whenever, Rp is negative (-), zero (0) percentage (%) will be repaid</i> The interest to be paid for the delay of payment on the amount of the delayed payment: <i>Not Applicable</i>
54.1	A Performance Security is required in the amount 10% of the contract price and shall be in the form of a bank guarantee or a performance bond issued by a reputable financial institution.
54.2	Other Contract Conditions on returning of the Performance Security: <i>None</i>
48.1	When a suspension order is not revoked by the Employer after 42 days.
48.1	When payment to the Contractor is delayed beyond 42 days following invoicing.
48.1	The maximum number of days of delay is: 50



Section V1: Site locations:

DESCRIPTION OF LOCATION FOR INSTALLATION – University of Guyana

Northern end and along the main access road within the compound of the campus. The coordinates for placement of EV Charger and carport installation are:

1. Latitude: $6^{\circ}48'50.6''\text{N}$
2. Longitude: $58^{\circ}06'55.2''\text{W}$



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DESCRIPTION OF LOCATION FOR INSTALLATION - MTVET

Northeastern end and within the compound of the MT&VTC facility. The coordinates for placement of EV Charger and carport installation are:

1. Latitude: $6^{\circ}33'55.4''\text{N}$
2. Longitude: $57^{\circ}47'31.2''\text{W}$



Picture 1: Aerial imagery showing placement of EV station at MT&VTC





Picture 2: Placement of EV station at MT&VTC parking lot

DESCRIPTION OF LOCATION FOR INSTALLATION – LECI

Proposed installation site at the northern end of the Linden Electricity Company Incorporated compound. The coordinates for placement of EV Charger and car port installation are:

Latitude: 5°59'47.6"N

Longitude: 58°18'07.0"W



Picture 3: Aerial imagery showing placement of EV station at LECI head office





Picture 4: Placement of EV station at LECI

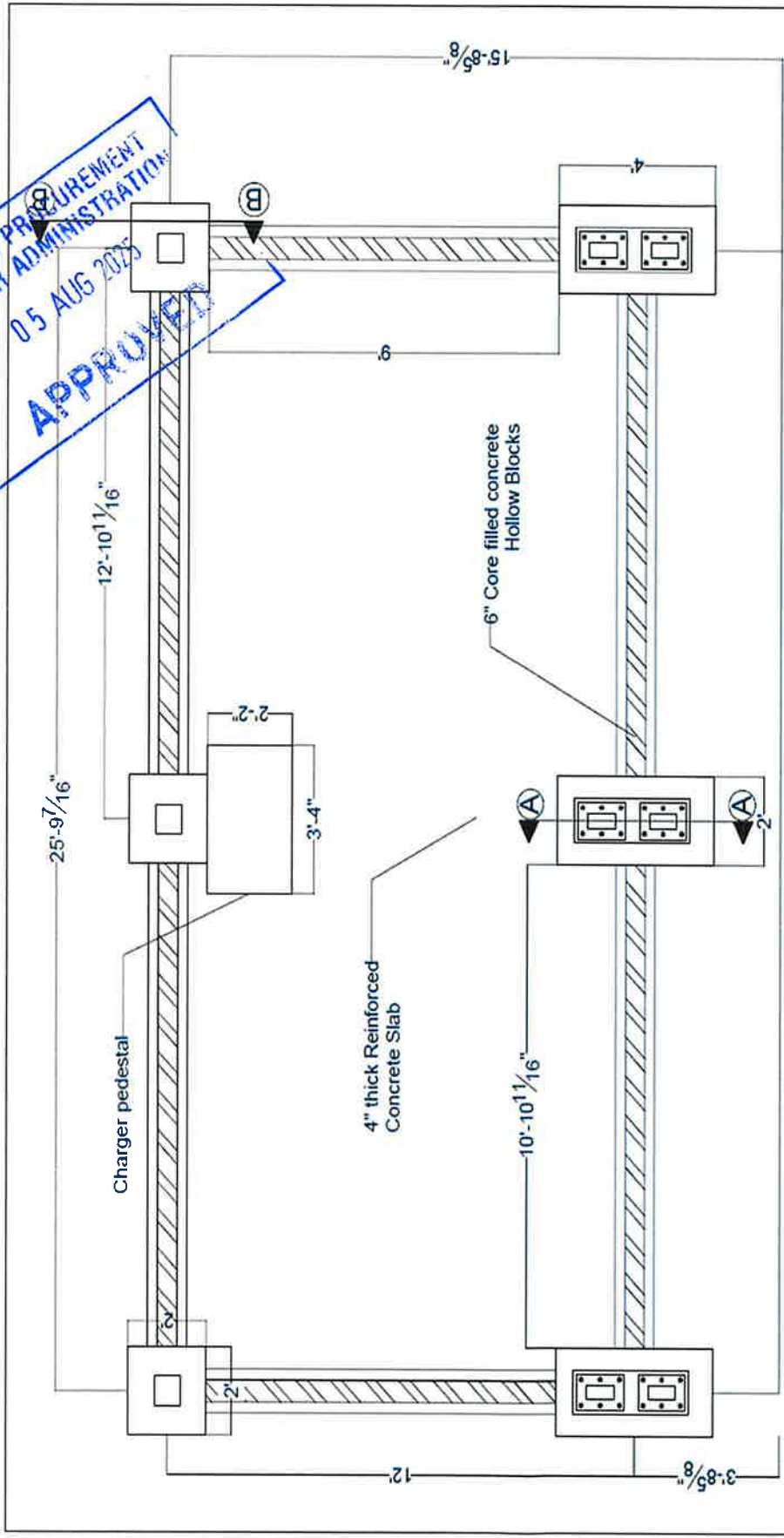


Annexes:

ANNEX 1: Drawings

ANNEX 2: Bill of Quantities

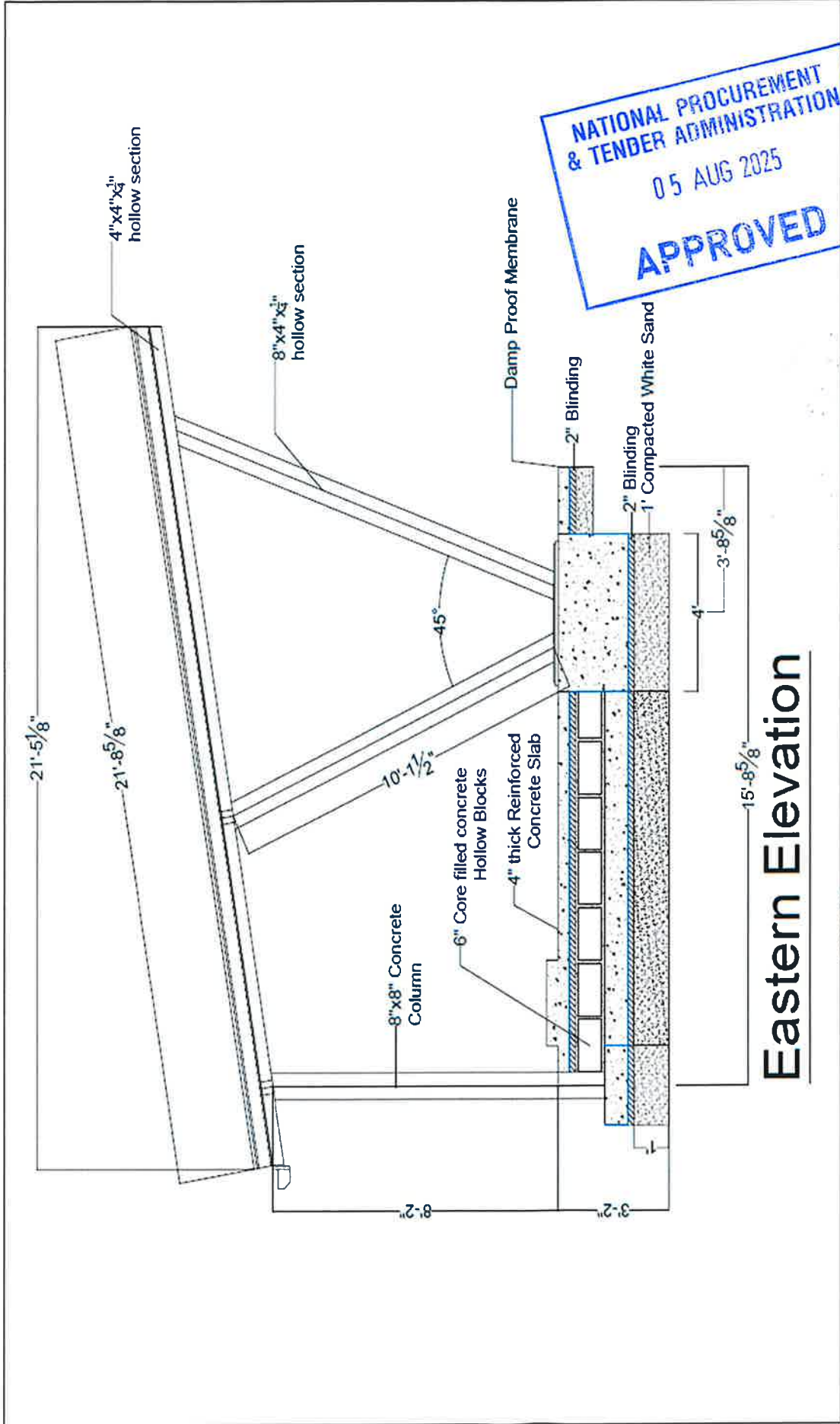
ANNEX 1: Lot 1: Drawings for University of Guyana, Turkeyen Campus, Region 4



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Foundation Plan

PROJECT: Construction of carport at: Lot 1 - University of Guyana Turkeyen Campus, Region 4		Name: Foundation Plan and Slab layout			
 Gey Energy Agency 295 QUAMINA STREET, GEORGETOWN ENERGY & ENERGY STATISTIC DIVISION	Drawn by: D. Shiwcharan		Scale: N/A	CAD File:	
	Survey by:		Date: 2025-06-18	DWG No. : 1	
	Approved by:		Revised by:	Sheet No. : 1 of 6	



Eastern Elevation

<div><div>Guyana Energy Agency 295 QUAMINA STREET, GEORGETOWN ENERGY & ENERGY STATISTIC DIVISION</div></div>	<p>PROJECT:</p> <p>Construction of carport at: Lot 1 - University of Guyana Turkeyen Campus, Region 4</p>	<p>Name: Eastern Elevation of Carport</p>			
		Drawn by: D. Shiwcharan	Scale: N/A	CAD File:	
		Survey by:	Date: 2025-06-18	DWG No. : 2	
		Approved by:	Revised by:	Sheet No. : 2 of 6	



Guyana Energy Agency
235 QUAMINA STREET, GEORGETOWN
ENERGY & ENERGY STATISTIC
DIVISION

PROJECT:

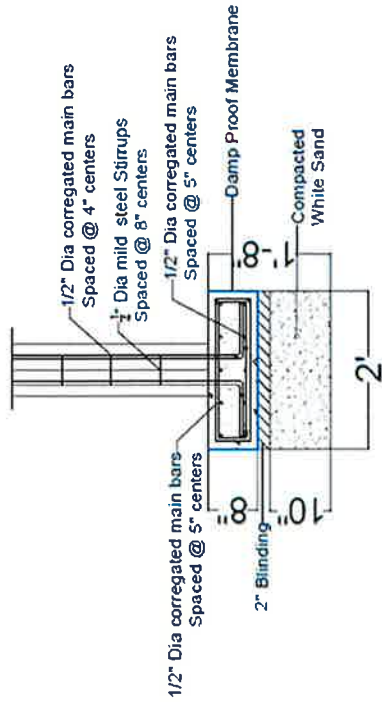
Construction of airport at: Lot 1 - University of Guyana
Turkeyen Campus, Region 4

Name: Base plate connection and Section A-A

Drawn by: D. Shiwcharan	Scale: N/A	CAD File:
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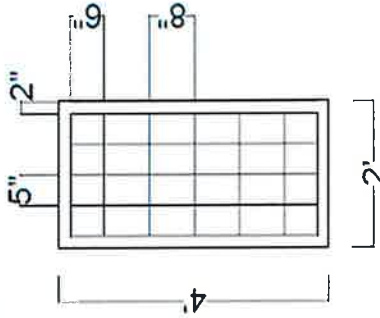
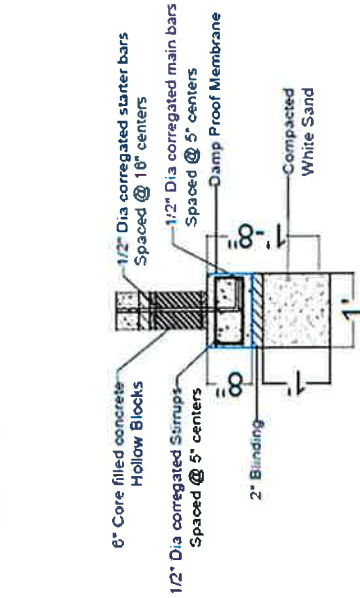
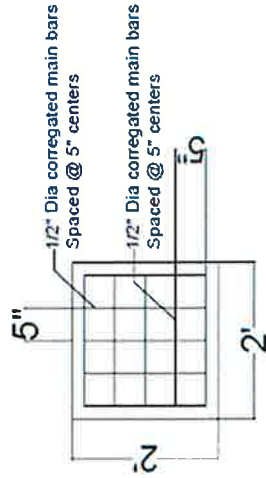
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Section B-B Details

Sectin B-B Details

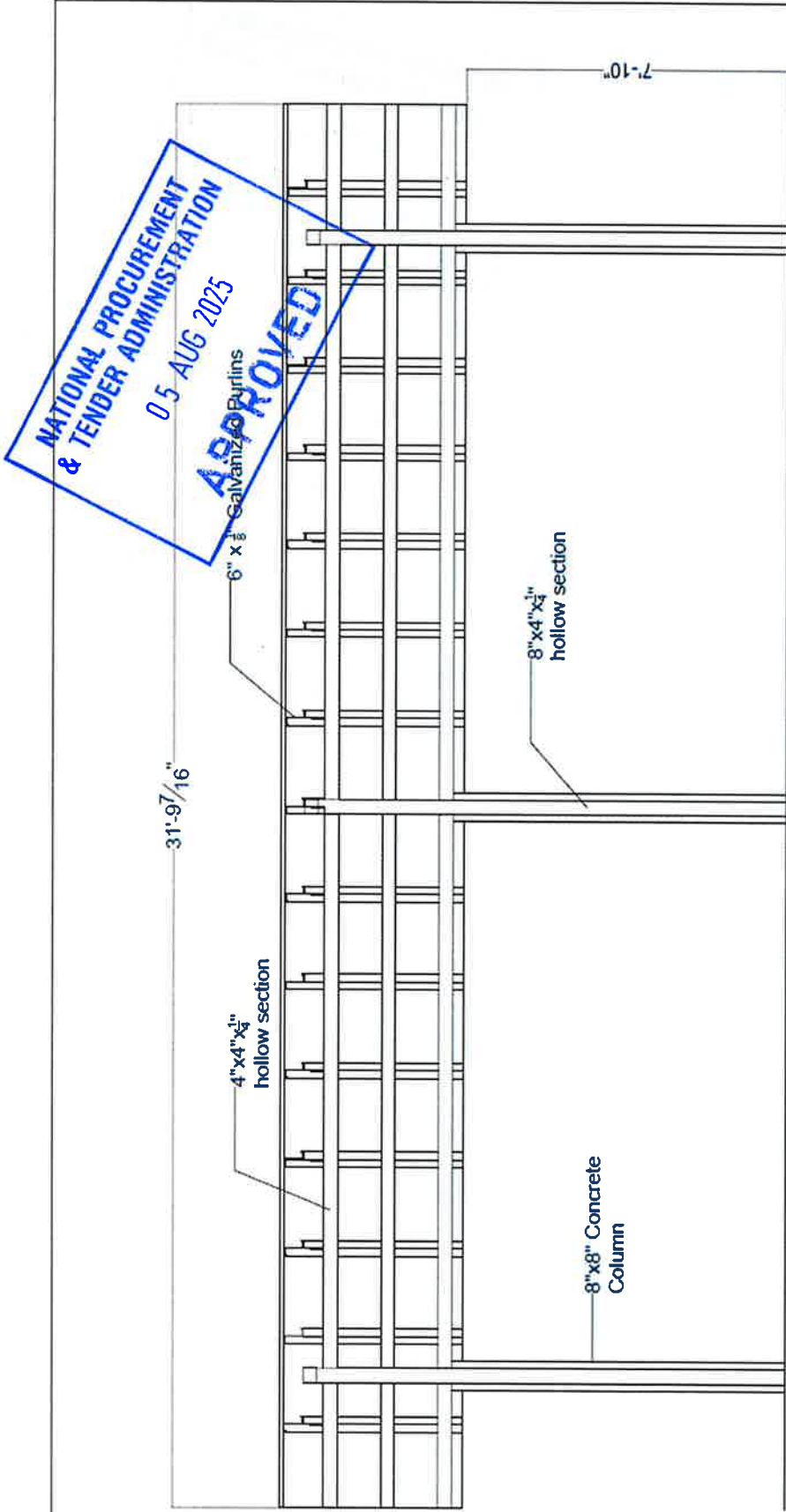


Strip Foundation Section Details

Front Pad Reinforcement Layout

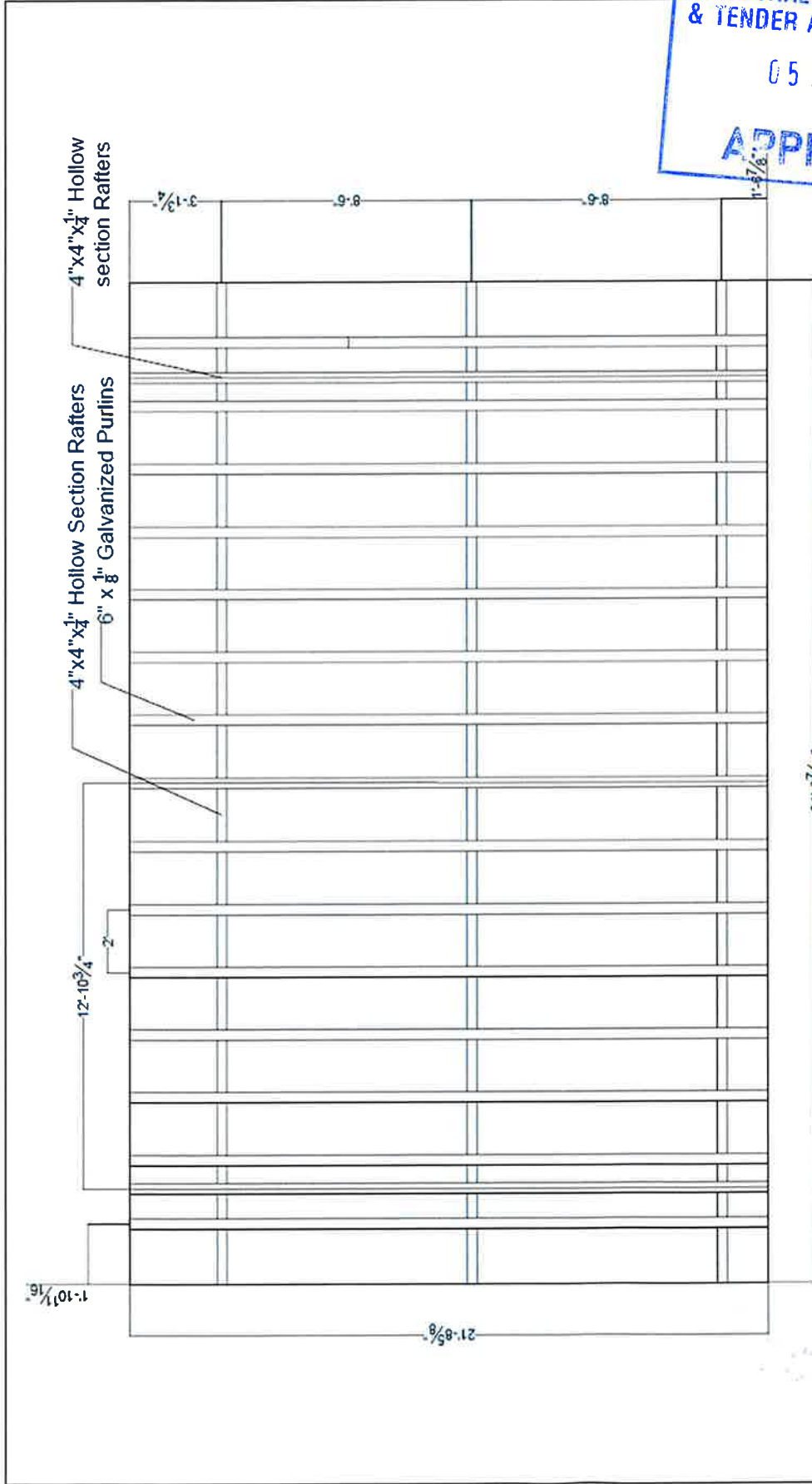


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			Drawn by: D. Shiwcharan Survey by:		CAD File: DWG No:
			Date: 2025-06-18		Revised by:
			Approved by:		Sheet No. : 4 of 6



Front Elevation

Guyana Energy Agency 295 QUAMINA STREET, GEORGETOWN ENERGY & ENERGY STATISTIC DIVISION	PROJECT: Construction of carport at: Lot 1 - University of Guyana Turkeyen Campus, Region 4		Name: Front Elevation of Carport
	Drawn by: D. Shiwcharan		Scale: N/A
	Surveyed by:		Date: 2025-06-18
	Approved by:		Sheet No. : 5 of 6



Roof Plan

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295 QUAMINA STREET, GEORGETOWN
ENERGY & ENERGY STATISTIC
DIVISION

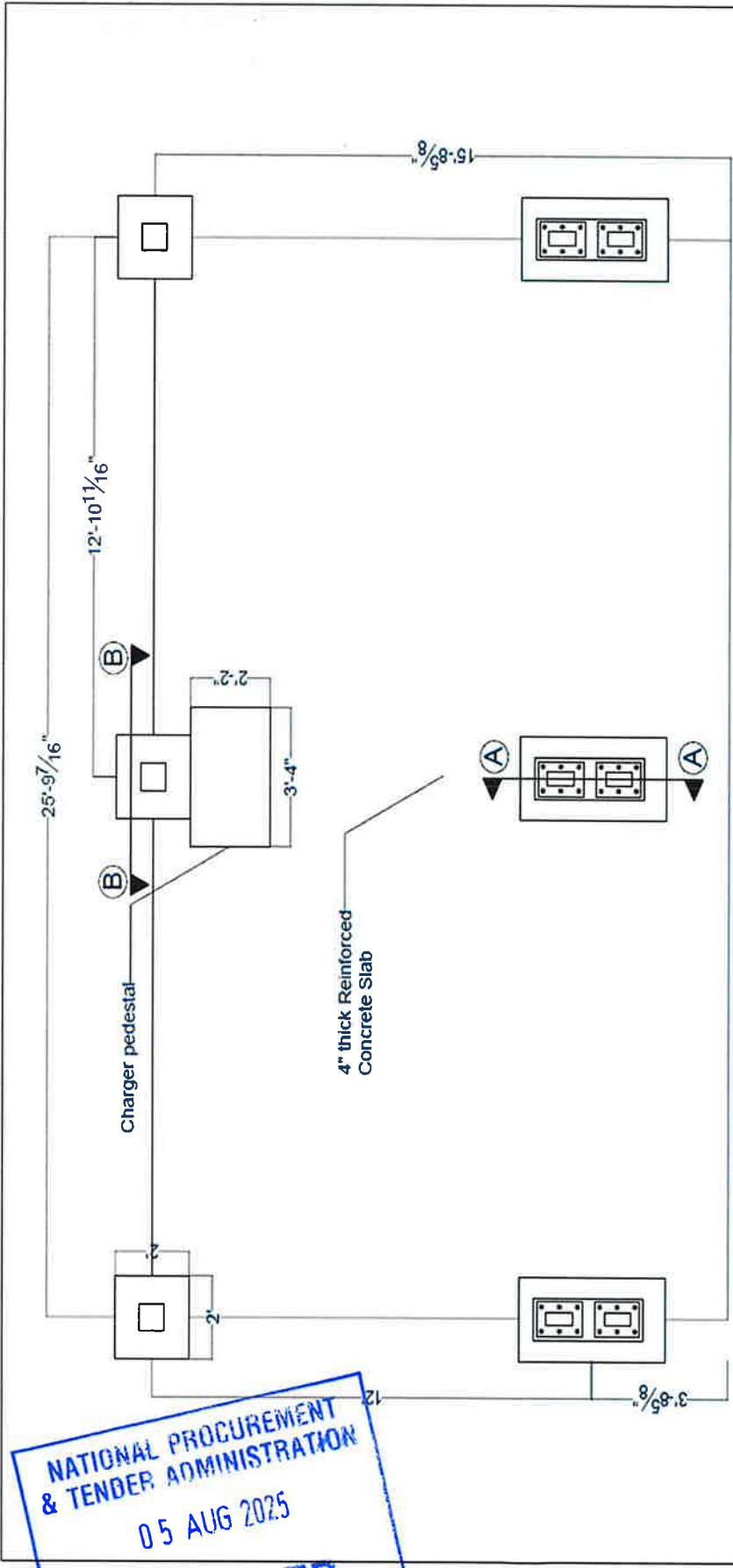


PROJECT:

Construction of carport at: Lot 1 - University of Guyana
Turkmen Campus, Region 4

Name: Roof Plan of Carport

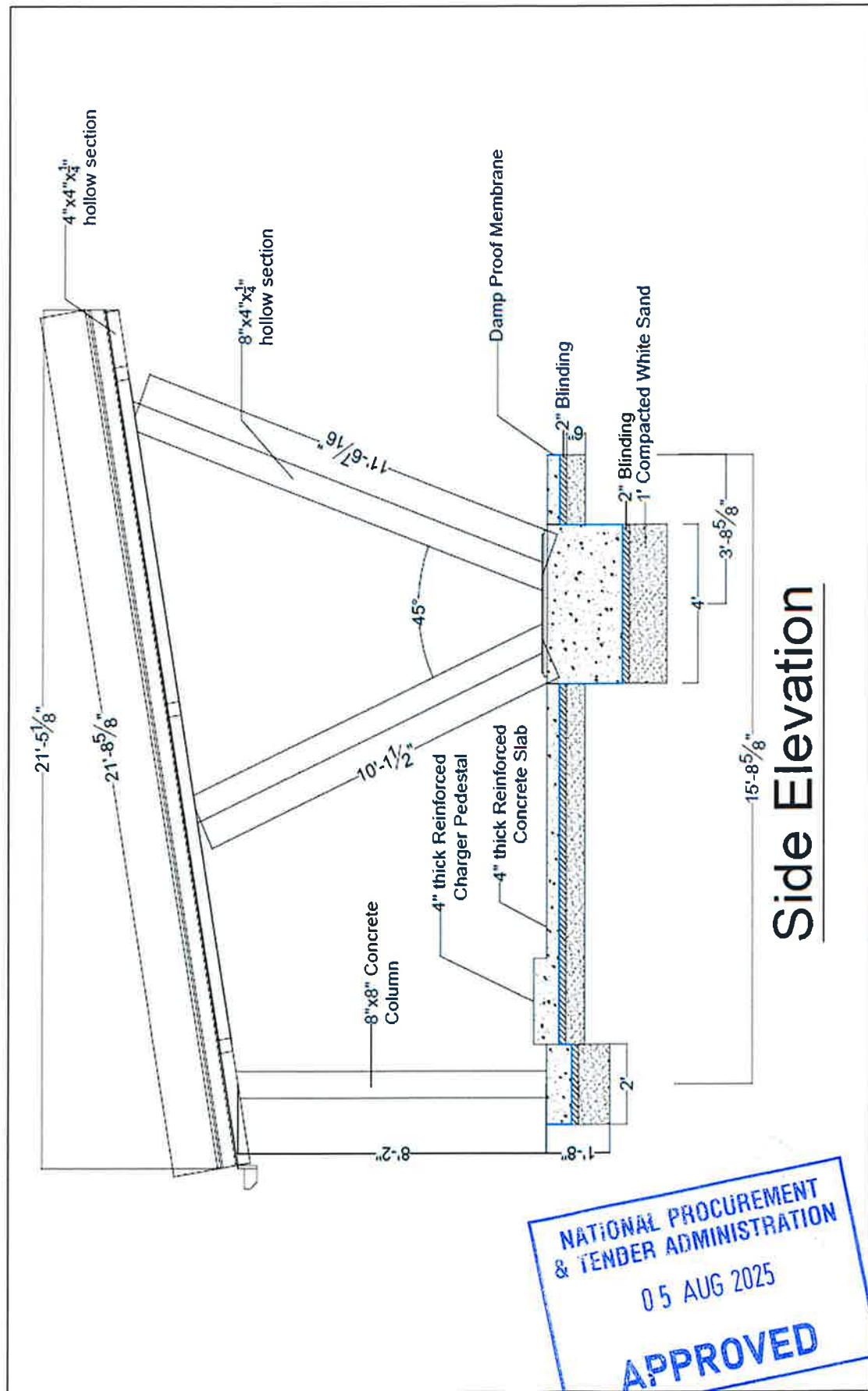
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Approved by:	Revised by:	Sheet No. : 6 of 6



Foundation Plan

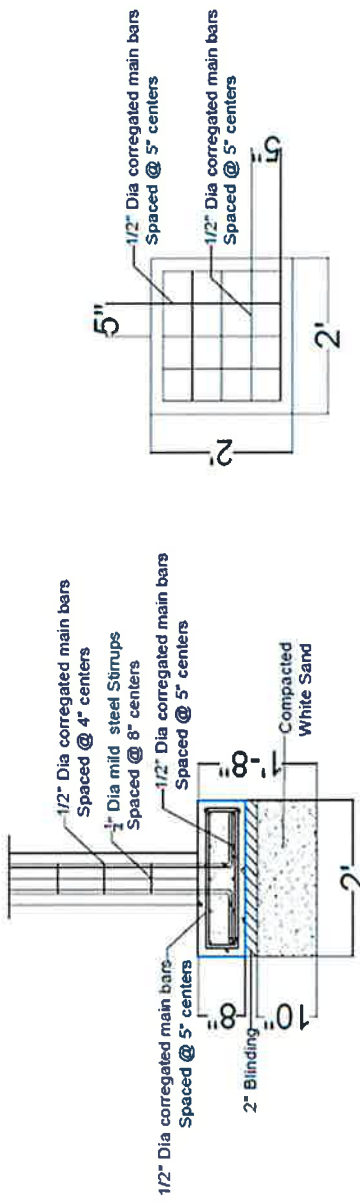
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05 AUG 2025
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 Guyana Energy Agency 295 QUAMINA STREET, GEORGETOWN ENERGY & ENERGY STATISTIC DIVISION	PROJECT: Construction of carport at: LOT 2- Mahalacony Technical and Vocational Training Centre, Region 5.			
	Name: Foundation Plan and Slab layout			
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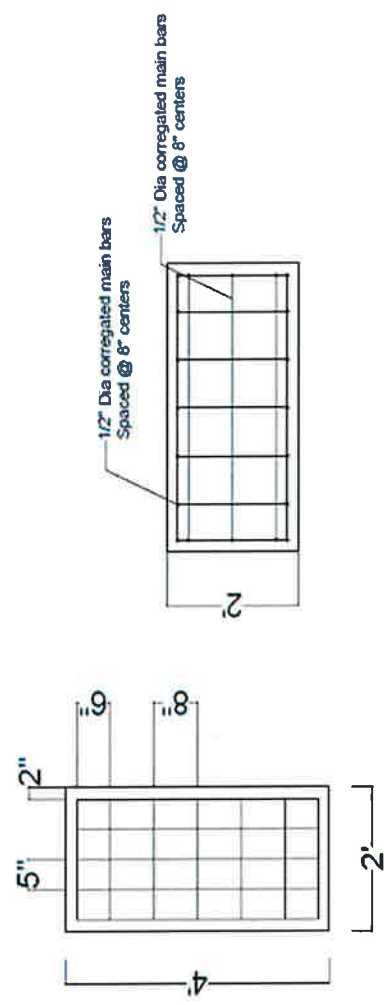
Side Elevation

Guyana Energy Agency 295 QUAMINA STREET GEORGETOWN ENERGY & ENERGY STATISTIC DIVISION	PROJECT: Construction of carport at: LOT 2- Mahaicony Technical and Vocational Training Centre, Region 5.		
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	Drawn by: D. Shiwcharan	Scale: N/A	CAD File:
	Survey by:	Date: 2025-06-18	DWG No. : 2
Approved by:		Revised by:	Sheet No. : 2 of 6



Section B-B Details

Back Pad foundation Details



Front Pad Reinforcement Layout

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 ENERGY & ECONOMIC STATISTICS DIVISION

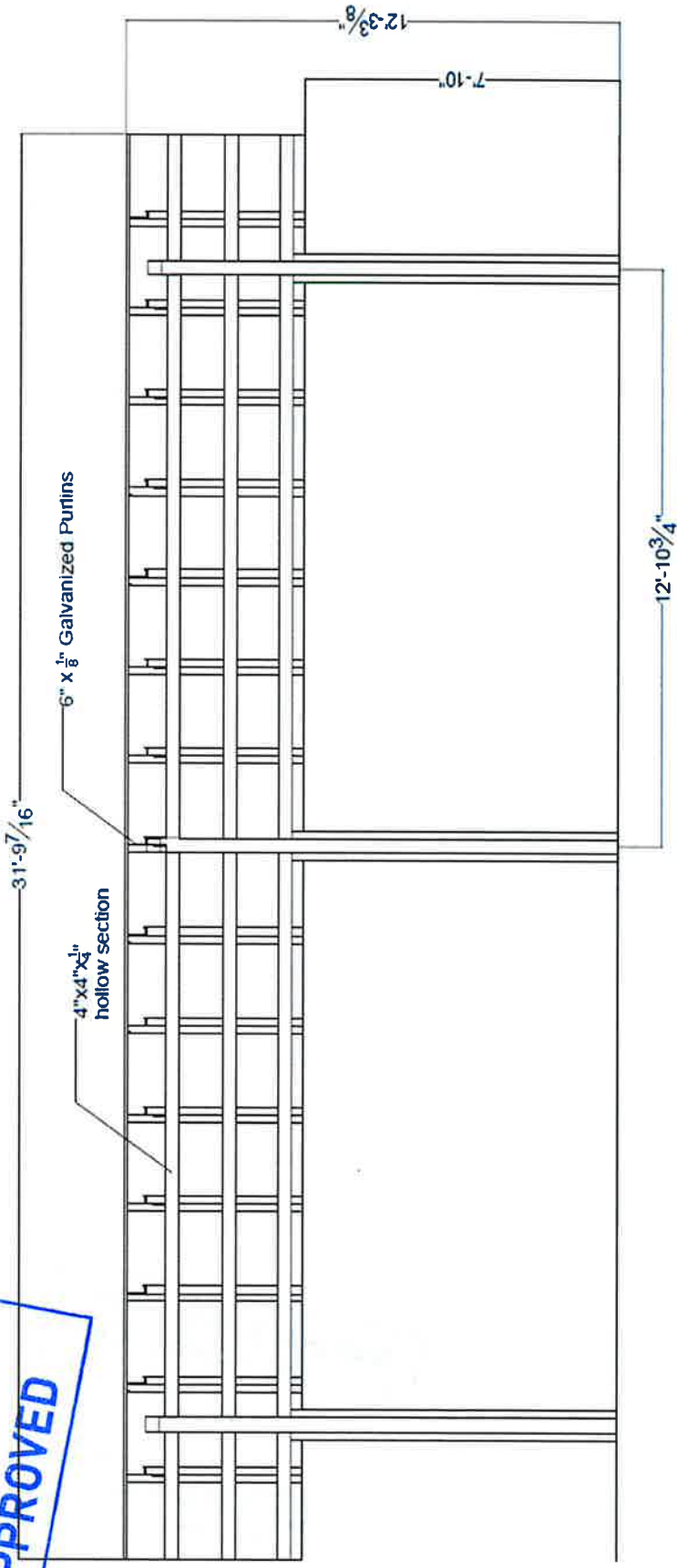
PROJECT:
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Name: Front & Back Pad Rebar Layout & Details			
Drawn by: D. Shiwcharan	Scale: N/A	CAD File:	
Survey by:	Date: 2025-06-18	DWG No. : 4	
Approved by:	Revised by:	Sheet No. : 4 of 6	

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Front Elevation

<div><div><div>Guyana Energy Agency 295 QUAMINA STREET, GEORGETOWN ENERGY & ENERGY STATISTIC DIVISION</div><div><div><div>Guyana Energy Agency</div></div></div></div></div>	<div>PROJECT: Construction of carport at: LOT 2- Mahaicony Technical and Vocational Training Centre, Region 5.</div>	<div>Name: Front Elevation of Carport</div>
		<div><div>Drawn by: D. Shwcharan</div><div>Scale: N/A</div></div>
		<div><div>Survey by:</div><div>Date: 2025-06-18</div></div>
		<div><div>Approved by:</div><div>Revised by:</div></div>
		<div><div></div><div>CAD File:</div></div>
		<div><div></div><div>DWG No. : 5</div></div>
		<div><div></div><div>Sheet No. : 5 of 6</div></div>

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4"x4"x $\frac{1}{4}$ " Hollow
section Rafter

4"x4"x $\frac{1}{4}$ " Hollow Section Rafters
6" x $\frac{1}{8}$ " Galvanized Purlins

12'-10 $\frac{3}{4}$ "

2'

1'-10 $\frac{11}{16}$ "

21'-8 $\frac{5}{8}$ "

31'-9 $\frac{1}{16}$ "

1'-8 $\frac{7}{8}$ "

Roof Plan



Guyana Energy Agency
295 QUAMINA STREET, GEORGETOWN
ENERGY & ENERGY STATISTIC
DIVISION

PROJECT:

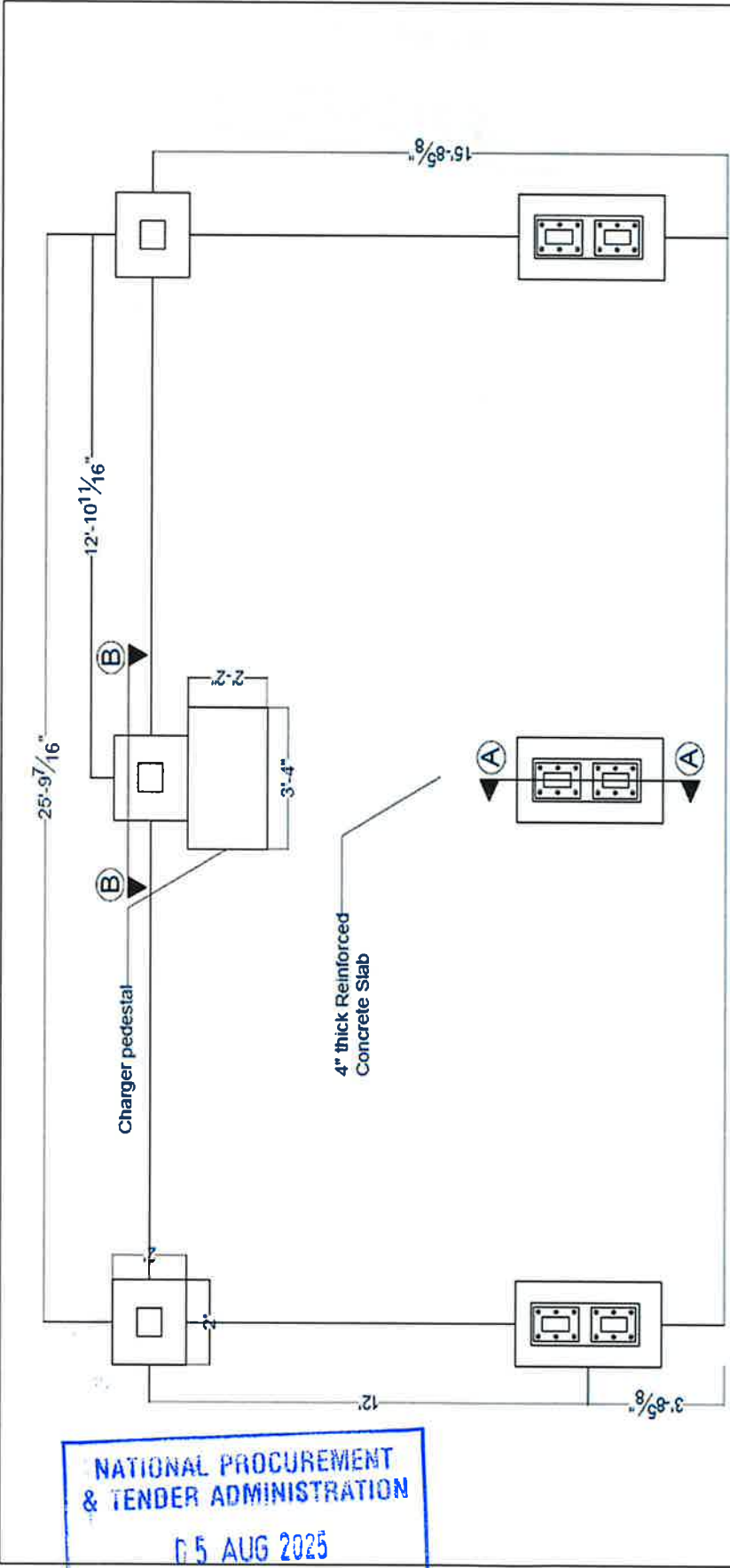
Construction of carport at: LOT 2- Mahaicony Technical and
Vocational Training Centre, Region 5.

Name: Roof Plan of Carport

Drawn by: D. Shiwcharan Scale: N/A CAD File:

Survey by: Date: 2025-06-18 DWG No.: 6

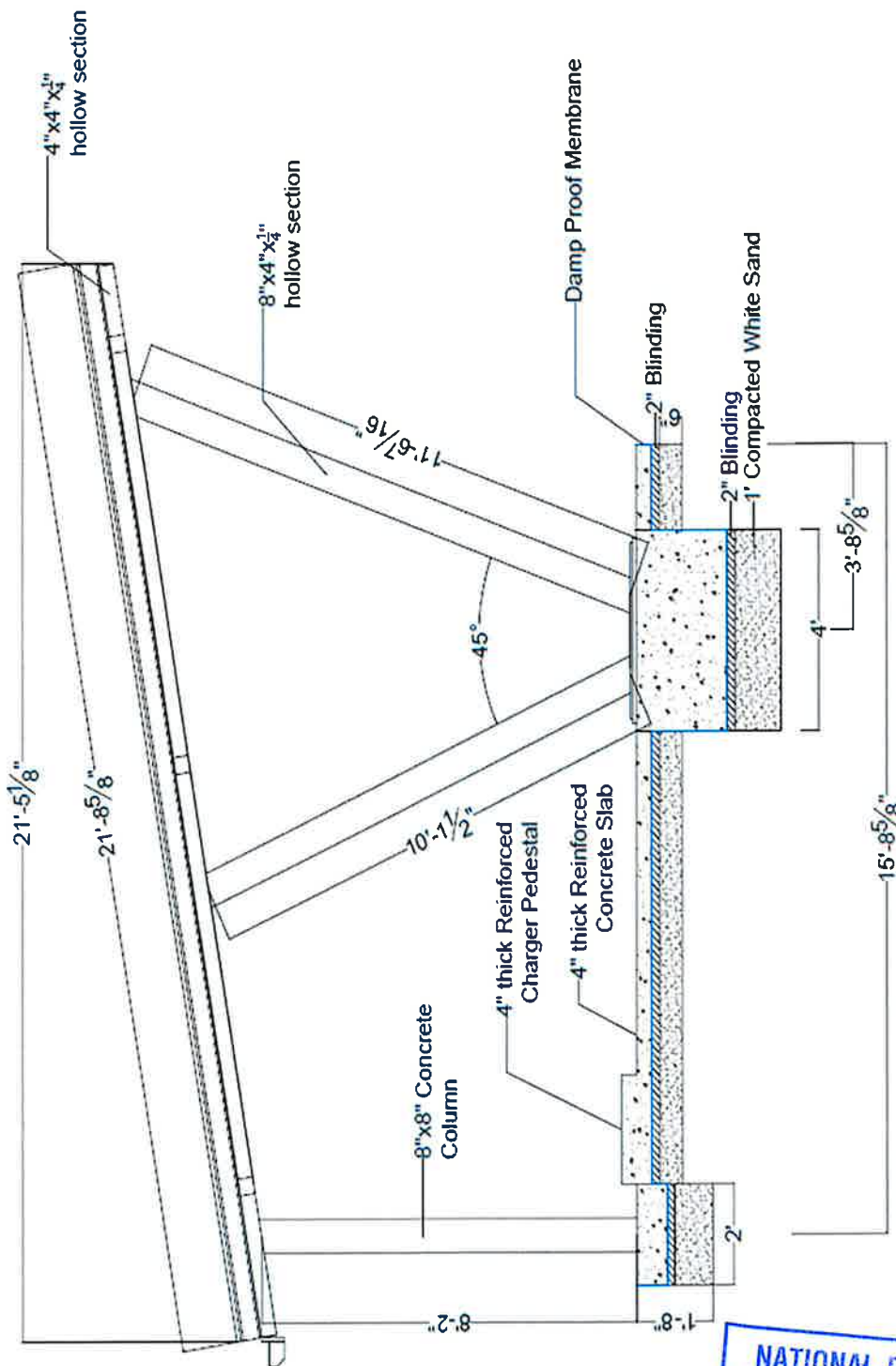
Approved by: Revised by: Sheet No.: 6 of 6



Foundation Plan

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 Guyana Energy Agency 295 QUAMINA STREET, GEORGETOWN ENERGY & ENERGY STATISTICS DIVISION	PROJECT: Construction of carport at: Lot 3 - Linden Electricity Company Inc, Region 10		
	Drawn by: D. Shiwcharan	Scale: N/A	CAD File:
	Survey by:	Date: 2025-06-18	DWG No.: 1
	Approved by:	Revised by:	Sheet No.: 1 of 6
Name: Foundation Plan and Slab layout			



Side Elevation

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335 OULAMINA STREET, GEORGETOWN
ENERGY & ENERGY STATISTIC
DIVISION

PROJECT:

Construction of carport at: Lot 3 - Linden Electricity Company
Inc, Region 10

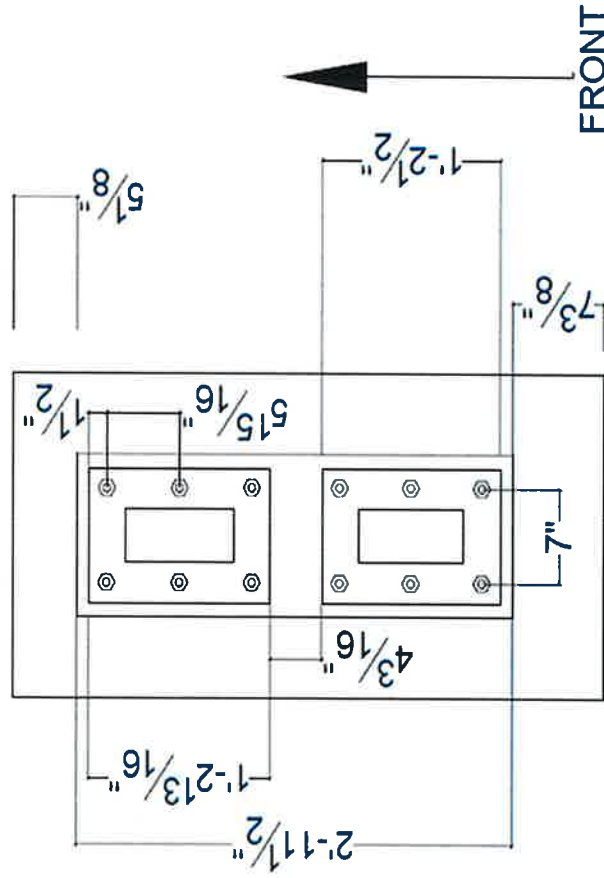
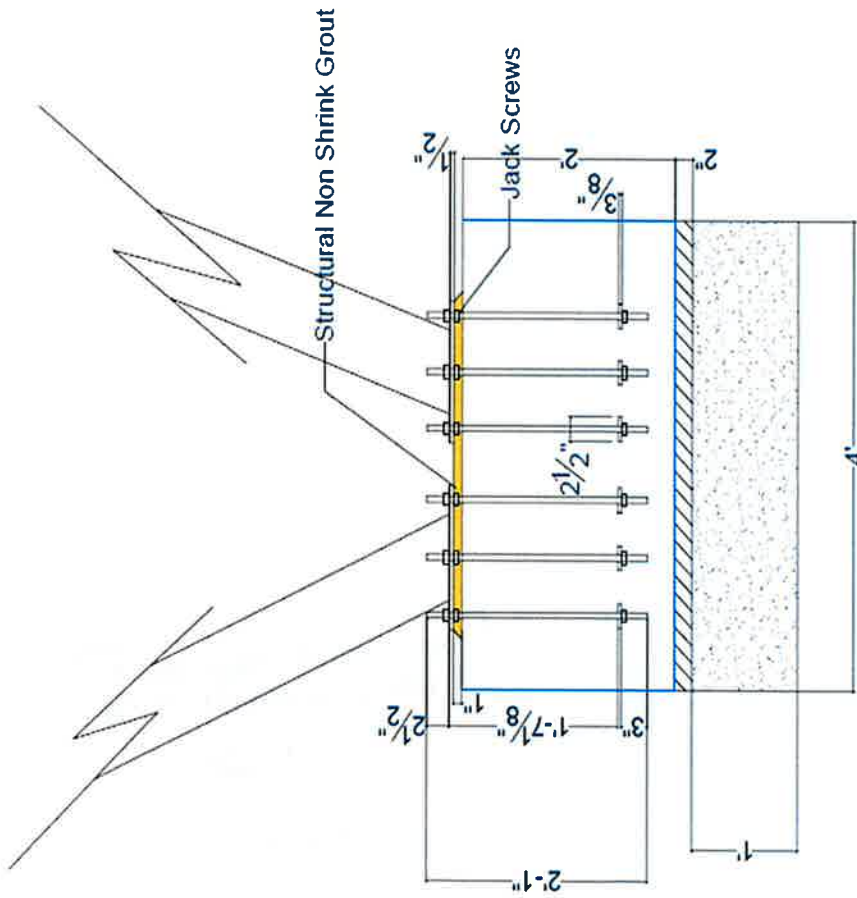
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Drawn by: D. Shiwcharan Scale: 1/4"

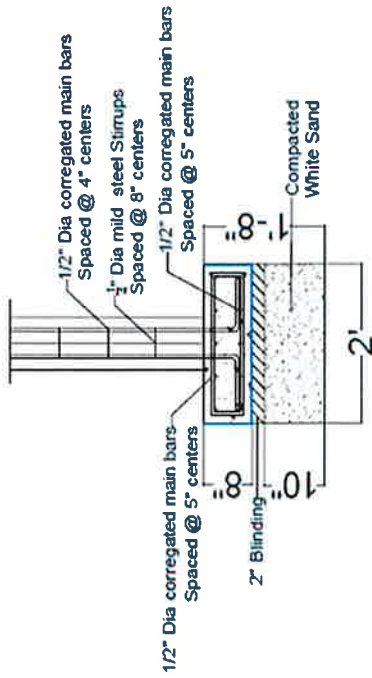
Survey by: Date: 2025-06-18 DWG No.: 2

Approved by: Revised by:

Sheet No.: 2 of 6

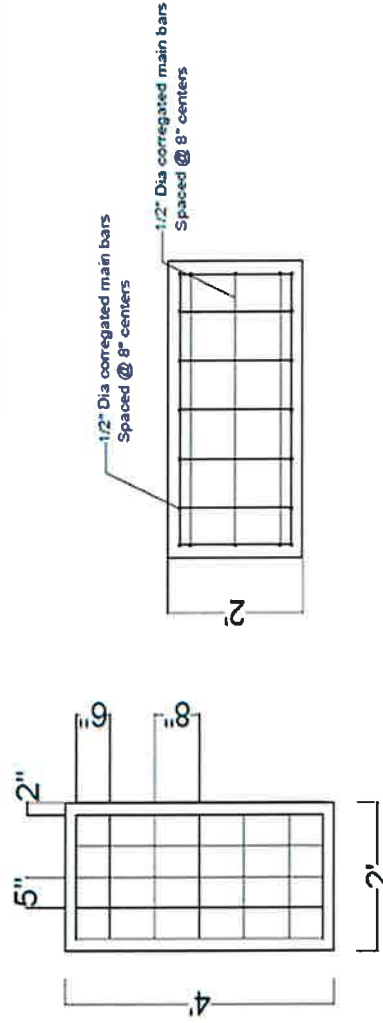
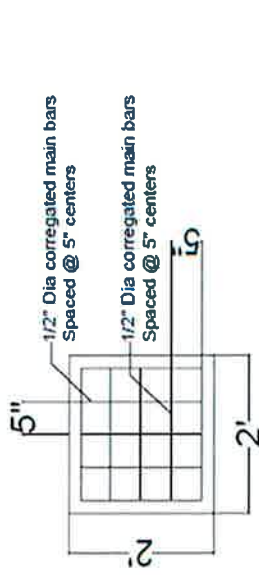


 <p>Guyana Energy Agency 295 QUAMINA STREET, GEORGETOWN ENERGY & ENERGY STATISTIC DIVISION</p>	<p>PROJECT:</p> <p>Construction of carport at: Lot 3 - Linden Electricity Company Inc, Region 10</p>		<p>Name: Base plate connection and Section A-A</p>	
	<p>Drawn by: D. Shiwcharan</p>	<p>Scale: N/A</p>	<p>CAD File:</p>	
	<p>Survey by:</p>	<p>Date: 2025-06-18</p>	<p>DWG No. : 3</p>	
	<p>Approved by:</p>	<p>Revised by:</p>	<p>Sheet No. : 3 of 6</p>	



Section B-B Details

Back Pad foundation Details



Front Pad Reinforcement Layout



Guyana Energy Agency
295 QUAMINA STREET, GEORGETOWN
ENERGY & ENERGY STATISTIC
DIVISION

PROJECT:

Construction of carport at: Lot 3 - Linden Electricity Company
Inc, Region 10

Name: Front & Back Pad Rebar Layout & Details

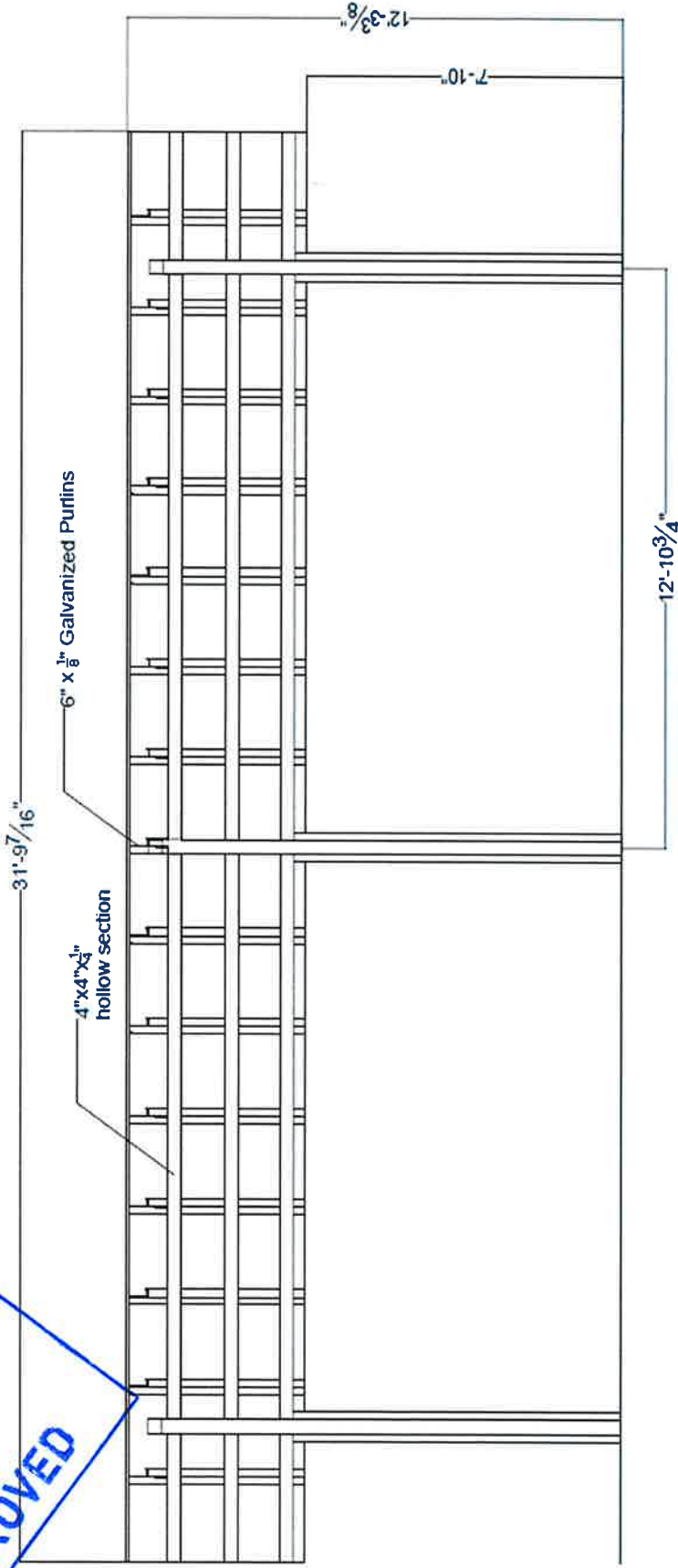
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Survey by: Date: 2025-06-18 DWG No.: 4

Approved by: Revised by: Sheet No.: 4 of 6

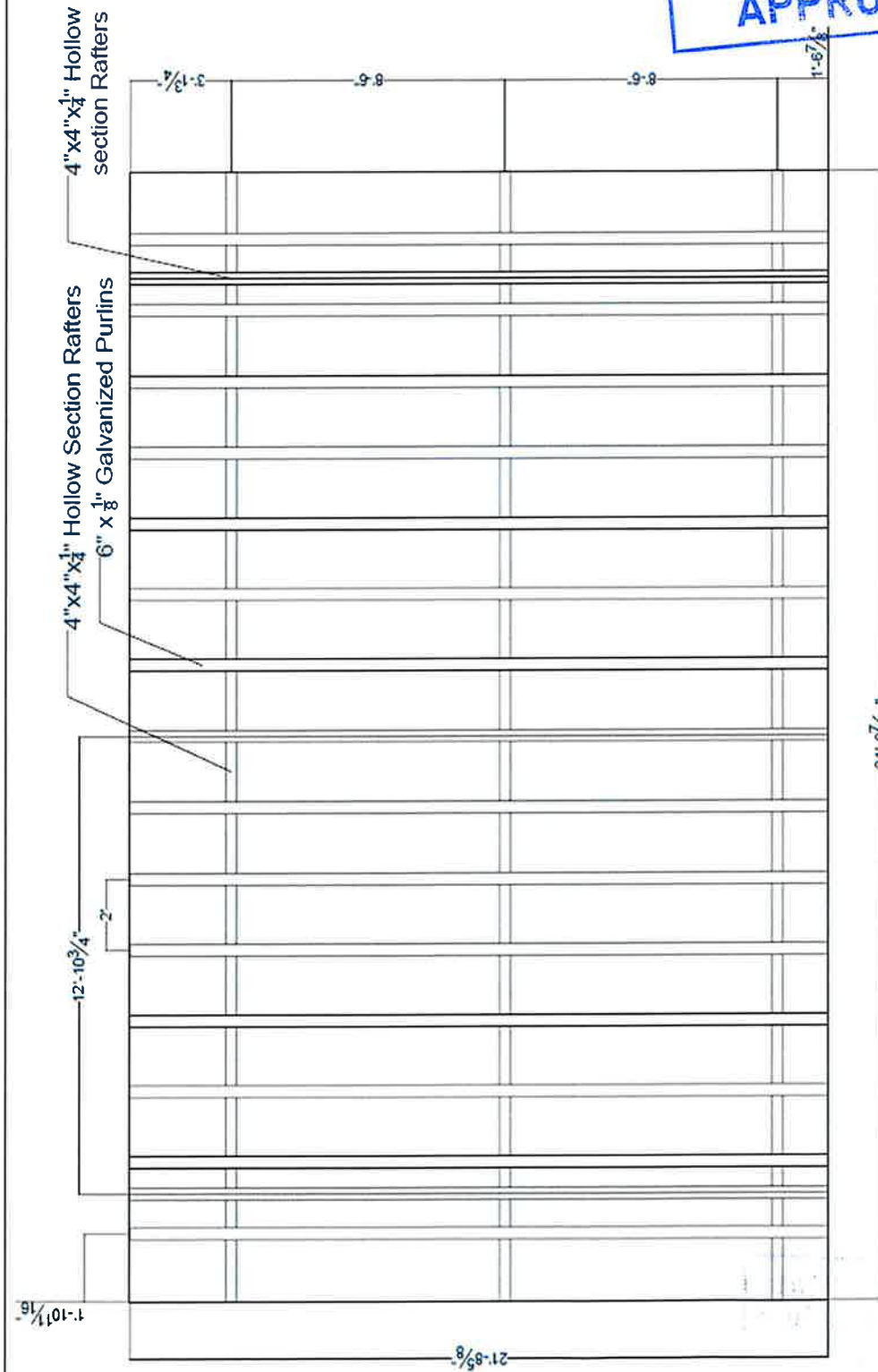
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Front Elevation

 Guyana Energy Agency 295 QUAMINA STREET, GEORGETOWN ENERGY & ENERGY STATISTIC DIVISION	PROJECT: Construction of carport at: Lot 3 - Linden Electricity Company Inc, Region 10		Name: Front Elevation of Carport
	Drawn by: D. Shiwcharan	Scale: N/A	CAD File:
	Survey by:	Date: 2025-06-18	DWG No.: 5
	Approved by:	Revised by:	Sheet No.: 5 of 6



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 Guyana Energy Agency 293 QUAMINA STREET, GEORGETOWN ENERGY & ENERGY STATISTIC DIVISION	PROJECT: Construction of carport at: Lot 3 - Linden Electricity Company Inc, Region 10		Name: Roof Plan of Carport
	Drawn by: D. Shiwcharan	Scale: N/A	CAD File:
	Survey by:	Date: 2025-06-18	DWG No. : 6
	Approved by:	Revised by:	Sheet No. : 6 of 6

Annex 2- Bill of Quantities

Guyana Energy Agency

Project: Construction of Carport at Lot 1 - University of Guyana Turkeyen Campus,
Region 4

Summary of Bills

Bill No.	Description	Amount (\$)
1	Preliminaries	
2	Sub- Structure	
3	Superstructure	
	Sub-total	
	<u>Contingencies</u> Add 10% contingencies	
	Total GYD Estimated	



Guyana Energy Agency

Project: Construction of Carport at Lot 1 - University of Guyana Turkeyen Campus, Region 4

Bill No. 1 - Preliminaries

Item	Description	Unit	Quantity	Rate (\$)	Amount(\$)
1.1	Works for this project is not limited to normal working hours. This is to be considered by the contractor when pricing the Bill of Quantities. Allow for Mobilization and demobilization	Sum			
1.2	Allow for providing Performance Bond. Bond to be valid until the issue of the Final Certificate.	Sum			
1.3	Allow for insurance of the works, materials, construction plant and for damage to property or person.	Sum			
1.4	Allow for the removal of temporary facilities, rubbish, debris and surplus materials as they accumulate and at the completion of the work to the satisfaction of the engineer.	Sum			
1.5	Allow for the protection to the immediate surroundings of the site. Construction traffic should be kept to a minimum. Also allow for the protection of the all existing infrastructure and the works during the construction period. All damages to existing infrastructure or the works due to the execution of the works will have to be rectified by the contractor to the satisfaction of the client.	Sum			
1.6	The Contractor shall comply with the requirements of Occupational health and safety regulations and ensure that his workforce and any other persons engaged on the works also comply with their requirements. The Contractor shall provide all warning signs, barricades, screens, construction nets, signages, caution tape, safety helmets, jackets, boots, safety harness etc. in adequate quantities as necessary. Safety gears must be worn at all times.	Sum			
1.7	Allow for provision of security of the works and entirety from the date of site possession to the date of acceptance of works by the Client.	Sum			
1.8	Allow for provision of potable water, lighting, plants, tools and equipment for the execution of the works.	Sum			
Total Bill No. 1 - Carried to Summary					



Guyana Energy Agency

Project: Construction of Carport at Lot 1 - University of Guyana Turkeyen Campus, Region 4

Bill No. 2 Sub-Structure

Item No.	Description of Work	Unit	Qty	Rate (\$)	Amount (\$)
2	Sub- Structure Pad foundation to hold columns in place - 2' length x 2' width x 8" thick pad and Pad foundation to hold diagonal members in place - 4' length x 2' width x 2' thick pad placement of 5/8" x 18" Anchor Bolts & nuts as directed by the Engineer				
2a.	Carport Foundation				
	Excavation and Earthworks:				
2a.1	Excavate foundation footing not exceeding 38" deep.	Cu.yd	7		
	Sand filling				
2a.2	Fill and compact 10" thk. white sand to bottom of pad foundation.	Cu.yd	2.5		
	Blinding (1:6 mix)				
2a.3	Place 2" thick blinding upon compacted white sand to accommodate pad foundation.	Sq.yd	4		
	Mild Steel reinforcement in foundation pad				
2a.4	Place 1/2" dia main steel bars at 5" crs inclusive of laps and ties to 8" pad	lbs.	107		
2a.5	Place 1/2" dia main steel bars at 5" & 8" crs inclusive of laps and ties to 24" Pad	lbs.	384		
	Place Structural concrete 4200 psi at 28 days, using 3/4 minus stones to:				
2a.6	24" Pad foundation.	Cu.yd	2		
	8" Pad foundation	Cu.yd	0.3		
	Formwork				
2a.7	Provide vertical rough finish to sides of foundation pads and slab.	Sq.yd	10		
	Carport Parking Slab				
2b	Construction of Reinforced Concrete Base to house solar shed: Base Dimensions - 20ft length x 10ft width.				
	Excavation and Earthworks:				
2b.1	Excavate foundation footing not exceeding 12" deep.	Cu.yd	15		
	Sand filling				
2b.2	Fill and compact 6" thk. white sand to bottom of excavated area allowing a firm bed for blinding.	Cu.yd	8		
	Blinding (1:6 mix)				
2b.3	Place 2" thick blinding upon compacted white sand to accommodate pad foundation and rc slab.	Sq.yd	43		
	Mild Steel reinforcement in slab:				
2b.4	Supply and place BRC # 65 fabric to the slab, inclusive of laps.	Sq.yd	43		
	Place Structural concrete 4000 psi at 28 days, using 3/4 minus stones to:				
2b.5	4" thk floor slab.	Cu.yd	5		
	Formwork				
2b.6	Provide vertical rough finish to sides of foundation pads and slab.	Sq.yd	5		
2b.7	Supply and install DPM to bottom of concrete slab and foundation	Sq.yd	65		

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05 AUG 2025

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Project: Construction of Carport at Lot 1 - University of Guyana Turkeyen Campus, Region 4

Item No.	Description of Work	Unit	Qty	Rate (\$)	Amount (\$)
2c.1	Excavation and Earthworks Excavate foundation footing not exceeding 38" deep.	Cu.yd	7.0		
2c.2	Sand filling Fill and compact 10" thk. white sand to bottom of pad foundation.	Cu.yd	3		
2c.3	Blinding (1:6 mix) Place 2" thick blinding upon compacted white sand to accommodate pad foundation.	Sq.yd	7		
2c.4	Corrugated Steel reinforcement in foundation pad Place 1/2" dia main steel bars at 8" crs inclusive of laps and ties to 8" strip foundation	lbs.	141		
2c.5	Place 1/2" dia stirrups at 8" crs inclusive of laps and ties to 8" strip foundation	lbs.	60		
2c.6	Place 1/2" dia starter bars at 16" crs inclusive of laps and ties to for Kerb wall	lbs.	47		
2c.7	Place Structural concrete 4200 psi at 28 days, using 3/4 minus stones to: 8" strip foundation	Cu.yd	2		
2c.8	Supply and install 6" concrete hollow blocks core filled with 1:3 mix kerb wall to strip foundation inclusive of rendering and 1" thick mortar	Sq.yd	6		
2c.9	Formwork Provide vertical rough finish to sides of foundation pads and slab.	Sq.yd	11		
2c.10	Supply and install DPM to bottom of concrete strip foundation	Sq.yd	16		
Total Carried to Summary					

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05 AUG 2025

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05 AUG 2025

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Project: Construction of Carport at Lot 1 - University of Guyana Turkeyen Campus, Region 4
Bill No. 3 Sub-Structure

Item No.	Description of Work	Unit	Qty	Rate (\$)	Amount (\$)
3	Superstructure Columns in place - 8" length x 8" width x 8'1" height to Pad foundation to hold diagonal 4"x4"x1/4" hallow section rafter inclusive if bolts, nuts and base plate				
	Columns Mild Steel reinforcement in foundation pad				
3.1	Place 1/2" dia main steel bars at 4" crs inclusive of laps and ties.	Ibs.	170		
3.2	Place 1/4" dia main steel bars at 8" crs inclusive of laps and ties.	Ibs.	20		
	Place Structural concrete 4200 psi at 28 days, using 3/4 minus stones to:				
3.3	8" x 8" Column	Cu.yd	2		
	Formwork Provide vertical fair finish to sides of Column.	Sq.yd	8		
	STRUCTURAL STEEL Framing and fabrication; including shop and site bolts, nuts and washers for structural framing to structural framing connections, welded connections, base plates surface preparation and treatment with anti corrosive paint. Steel grade to be ASTM A572 grade 50 or equivalent. Weldable steel, as specified Ton = 2000 lbs				
	Columns 8"x4"x1/4" hallow section	tons	0.55		
	Rafters 4"x4"x1/4" hallow section inclusive of welded 4" angle section to receive purlins	tons	0.5		
	Purlins 6" galvanized purlins 2.5mm	tons	0.600		
	Total Carried to Summary				

Guyana Energy Agency

Project: Construction of Carport at LOT 2- Mahaicony Technical and Vocational Training Centre, Region 5

Summary of Bills

Bill No.	Description	Amount (\$)
1	Preliminaries	
2	Sub- Structure	
3	Superstructure	
	Sub-total	
	<u>Contingencies</u> Add 10% contingencies	
	Total GYD Estimated	



Guyana Energy Agency

Project: Construction of Carport at LOT 3- Linden Electricity Company Inc, Region 10

Summary of Bills

Bill No.	Description	Amount (\$)
1	Preliminaries	
2	Sub- Structure	
3	Superstructure	
	Sub-total	
	<u>Contingencies</u> Add 10% contingencies	
	Total GYD Estimated	



Guyana Energy Agency

Project: Construction of Carport at LOT 3- Linden Electricity Company Inc, Region 10

Bill No. 1 - Preliminaries

Item	Description	Unit	Quantity	Rate (\$)	Amount(\$)
1.1	Works for this project is not limited to normal working hours. This is to be considered by the contractor when pricing the Bill of Quantities. Allow for Mobilization and demobilization	Sum			
1.2	Allow for providing Performance Bond. Bond to be valid until the issue of the Final Certificate.	Sum			
1.3	Allow for insurance of the works, materials, construction plant and for damage to property or person.	Sum			
1.4	Allow for the removal of temporary facilities, rubbish, debris and surplus materials as they accumulate and at the completion of the work to the satisfaction of the engineer.	Sum			
1.5	Allow for the protection to the immediate surroundings of the site. Construction traffic should be kept to a minimum. Also allow for the protection of the all existing infrastructure and the works during the construction period. All damages to existing infrastructure or the works due to the execution of the works will have to be rectified by the contractor to the satisfaction of the client.	Sum			
1.6	The Contractor shall comply with the requirements of Occupational health and safety regulations and ensure that his workforce and any other persons engaged on the works also comply with their requirements. The Contractor shall provide all warning signs, barricades, screens, construction nets, signages, caution tape, safety helmets, jackets, boots, safety harness etc. in adequate quantities as necessary. Safety gears must be worn at all times.	Sum			
1.7	Allow for provision of security of the works and entirety from the date of site possession to the date of acceptance of works by the Client.	Sum			
1.8	Allow for provision of potable water, lighting, plants, tools and equipment for the execution of the works.	Sum			
1.9	Allow for Cleaning and clearing of all vegetation an grubbing leveling and disposal of top soil	Sum			
Total Bill No. 1 - Carried to Summary					

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1. The first part of the document is a list of the names of the people who were present at the meeting. The names are listed in alphabetical order.

05 AUG 2025

Bill No. 2 - Sub- Structure

Item No.	Description of Work	Unit	Qty	Rate (\$)	Amount (\$)
2	Sub- Structure Pad foundation to hold columns in place - 2' length x 2' width x 8" thick pad and Pad foundation to hold diagonal members in place - 4' length x 2' width x 2' thick pad placement of 5/8" x 18" Anchor Bolts & nuts as directed by the Engineer				
2a.	Carport Foundation				
2a.1	Excavation and Earthworks Excavate foundation footing not exceeding 38" deep.	Cu.yd	7		
2a.2	Sand filling Fill and compact 10" thk. white sand to bottom of pad foundation.	Cu.yd	2.5		
2a.3	Blinding (1:6 mix) Place 2" thick blinding upon compacted white sand to accommodate pad foundation.	Sq.yd	4		
2a.4	Corrugated Steel reinforcement in foundation pad Place 1/2" dia main steel bars at 5" crs inclusive of laps and ties to 8" pad	lbs.	107		
2a.5	Place 1/2" dia main steel bars at 5" & 8" crs inclusive of laps and ties to 24" Pad	lbs.	384		
2a.6	Place Structural concrete 4200 psi at 28 days, using 3/4 minus stones to: 24" Pad foundation.	Cu.yd	2		
	8" Pad foundation	Cu.yd	0.3		
2a.7	Formwork Provide vertical rough finish to sides of foundation pads and slab.	Sq.yd	10		
2b	Carport Parking Slab Construction of Reinforced Concrete Base to house solar shed: Base Dimensions - 25ft 9 7/16 inch length x 15ft 8 5/8 inch width.				
2b.1	Excavation and Earthworks Excavate foundation footing not exceeding 12" deep.	Cu.yd	15		
2b.2	Sand filling Fill and compact 6" thk. white sand to bottom of excavated area allowing a firm bed for blinding.	Cu.yd	8		
2b.3	Blinding (1:6 mix) Place 2" thick blinding upon compacted white sand to accommodate pad foundation and rc slab.	Sq.yd	43		
2b.4	Mild Steel reinforcement in slab: Supply and place BRC = 65 fabric to the slab, inclusive of laps.	Sq.yd	43		
2b.5	Place Structural concrete 4000 psi at 28 days, using 3/4 minus stones to: 4" thk floor slab	Cu.yd	5		
2b.6	Formwork: Provide vertical rough finish to sides of foundation pads and slab.	Sq.yd	65		
2b.7	Supply and install DPM to bottom of concrete slab and foundation	Sq.yd			
	Total Carried to Summary				

Guyana Energy Agency
Project: Construction of Carport at LOT 3- Linden Electricity Company Inc, Region 10
Bill No. 3 - Superstructure

Item No.	Description of Work	Unit	Qty	Rate (\$)	Amount (\$)
3	Superstructure Columns in place - 8" length x 8" width x 8'1" height to Pad foundation to hold Horizontal 4"x4"x1/4" hallow section rafter inclusive if bolts, nuts and base plate				
	Columns Steel reinforcement in foundation pad				
3.1	Place 1/2" dia main steel bars corrugated at 4" crs inclusive of laps and ties.	lbs.	170		
3.2	Place 1/4" dia mild steel Stirrups at 8" crs inclusive of laps and ties.	lbs.	20		
	Place Structural concrete 4200 psi at 28 days, using 3/4 minus stones to:				
3.4	8" x 8" Column	Cu.yd	2		
	Formwork				
3.5	Provide vertical fair finish to sides of Column.	Sq.yd	8		
	STRUCTURAL STEEL				
	Framing and fabrication; including shop and site bolts, nuts and washers for structural framing to structural framing connections, welded connections, base plates surface preparation and treatment with anti corrosive paint. Steel grade to be ASTM A572 grade 50 or equivalent. Weldable steel, as specified				
	Ton = 2000 lbs				
	Columns				
3.6	8"x4"x1/4" hallow section	tons	0.55		
	Rafters				
3.7	4"x4"x1/4" hallow section inclusive of welded 4" angle section to receive purlins	tons	0.5		
	Purlins				
3.8	6" galvanized purlins 2.5mm	tons	0.600		
	Total Carried to Summary				

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05 AUG 2025

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Section VIII. TECHNICAL SPECIFICATIONS

TECHNICAL SPECIFICATIONS

1. General
2. Concrete
3. Structural Timber
4. Timber Carpentry and Joinery
5. Roofing and Gutters
6. Painting
7. Material Testing and Workmanship
8. Masonry
9. Structural Steelworks

Specifications - Technical

SECTION 1 - General

1.1 Location of Works

The Works are to be carried out at the following location:

Lot 1 - University of Guyana Turkeyen Campus, Region 4

Lot 2 - Mahaicony Technical and Vocational Training Centre, Region 5.

Lot 3 - Linden Electricity Company Inc, Region 10.



1.2 Description of Works

- The Works shall include the supply of all necessary materials, labour, tools, and equipment required for the successful completion of carports at three designated locations. The scope of work includes, but is not limited to, the following works: General Carpentry
- Concrete
- Steel
- Painting
- Plumbing
- Electrical installation

All works are to be carried out in accordance with relevant building codes, safety regulations, and project specifications

1.3 National Specifications

Certain specifications issued by widely recognized bodies are referred throughout this Specification. Such Specification shall be defined and referred to as **National Specifications** as hereunder and shall be the latest editions of such National Specifications available twenty-eight (28) days prior to the date set for the submission of Tenders, unless otherwise noted on the plans.

In reference to National Specifications, the following abbreviations are used:

BS	British Standards
BSCP or CP	British Standards Code of Practice
AASHTO	American Association of State Highway and Transportation Officials
ASTM	American Society of Testing and Materials

1.4 Units

In general, the Contract Documents and this Specification have been drafted using Imperial System of units where the various National Standards or Specifications are written using metric (SI) units or where metric units occur in the Specification text.

Where the metric units are specified, the use of equivalent Imperial Units or values may be permitted subject to approval of the Engineer. The Contractor shall ensure that any such conversions are accurate and that consistency is maintained throughout the Works.

1.5 Abbreviations

The following abbreviations are used in this Specification:

<u>Units</u>	<u>Abbreviation</u>
Millimetre	mm
Inch	in.
Linear Foot	ln.ft. or ln.ft.
Yard	yd.
Square Yard	sq. yd.
Cubic Yard	cu. Yd.
Cubic Foot	cu. Ft.
Pound	lb.
Gallon	gall.
Number	no. nr.
Diameter	dia.
Hours	hrs.
Pounds per Square Inch	p.s.i.
Newtons per Square Millimetre	N/mm
Kip	k (= 1000 lbs.)
Kips per Square Inch	k.s.i.
Short – Ton (2000 lbs.),	T or Ton
Unless otherwise noted.	

1.6 Language and Spelling

The official language for documentation, communication, and correspondence related to this project shall be English. Spelling maybe in UK – English or US – English appropriate to the subject matter, specification or drawing.

In all cases, the use of one customary spelling implies the other and vice – versa.

1.7 Method of Construction

The Contractor shall submit to the Engineer, no later than seven (7) days from the date of award of the Contract, a general description of the proposed arrangements and methods for the execution of the works. This submission shall include, but not be limited to, the following information:

- Proposed layout of temporary offices and other facilities,
- Details of constructional plant and equipment including type, capacity and intended production output
- Proposed working hours and shift arrangements
- Estimated labour strength and supervisory arrangements
- Sources, quantities, and delivery schedule of materials supply.

During the execution of the works, the Contractor shall also submit to the Engineer full and detailed particulars of any proposed amendments to the arrangements and methods submitted in accordance with the foregoing.

The Engineer's normal working hours shall be confirmed by the Contractor. Sundays and Public Holidays will normally be set aside for rest. If the Contractor wishes to execute permanent works outside these hours, he shall obtain the written permission of the Engineer at least one full working day in advance to enable the Engineer to make provision for supervision of such work.

1.8 Notice of Operation

No operation shall be carried out without full and complete notice, having been given to the Engineer by the Contractor, at least twenty-four hours in advance of time of the operation, to enable the Engineer to make such arrangements as he may deem necessary for its inspection and checking. Each stage of the works to be checked shall be agreed with by the Engineer.

The Contractor shall give the Engineer not less than one full working days' notice in writing of his intention to set out or give levels for any part of the works in order that arrangements may be made for checking.

1.9 Transport for Workmen

The Contractor shall include the rates and prices for all transport of staff and workmen to and from various parts of and upon or in connection with the works and all costs incurred in securing, recruiting and transporting labour to and from the Site.

1.10 Temporary Works

After the Contract is placed and before work commences, the Contractor shall submit drawings to the Engineer showing the general arrangement of his Temporary Works with diagrams and description showing how he proposes to execute such Temporary Works and how they fit into his programme for the Permanent Works, all to be subject to adjustment and approval by the Engineer. The whole Temporary Works and the plant and appliances used, will be the liability of the Contractor in regard to their construction, sufficiency, safety maintenance and removal on completion of the Contract and approval by the Engineer shall in no way relieve the Contractor of his liability. Examination by the Engineer of the Contractor's and/or subcontractors' Temporary Works or of the drawings connected therewith shall not absolve the Contractor from any liability upon him by the provisions of the Contract.

1.11 Construction Generally

The following general requirements shall apply: -

When night work is authorized by the Engineer or his Representative, the Contractor shall provide adequate lighting where work is being executed at night and shall provide and install any additional lighting, which the Engineer may require in order to gain access to watch and supervise the works and carry out any testing and examination of materials.

Materials available on the site or materials made available or supplied by the Engineer shall be used solely for the execution of the works.

The Contractor shall minimize the pollution of and disturbance to lands, roads and other places on and around the site. No trees or other vegetation shall be removed except if necessary, for the works.

The Contractor shall ensure that access is provided to all properties adjacent to the site for the duration of the Contract.

The Contractor shall take all reasonable precautions: -

- (a) In connection with any rivers, streams, waterways, drains, watercourses, lakes and the like to prevent sitting, flooding, erosion of beds and banks, and pollution of the water so as to affect adversely the quality or appearance thereof or cause injury or death to human, animal or plant life
- (b) In connection with underground water resources (including percolating water) prevent any interference with the supply to or abstraction from such sources and to prevent pollution of as to affect adversely the quality thereof.

The Contractor shall be responsible for acquainting himself with observing all current State Ordinances, by – Laws or Regulations including those relating to training levies and similar taxes.

1.12 Health, Safety and Accident

The Contractor shall ensure, so far as is reasonably practicable and to the satisfaction of the Engineer, the health, safety and welfare at work of his employees including those of his subcontractors and of all other persons on site. His responsibilities shall include: -

- (a) The provision and maintenance of constructional plant and systems of work that are lighted, safe and without risks to health.
- (b) The execution of suitable arrangements for ensuring safety and absence of risks to health in connection with the use, handling, storage, transport and disposal of articles and substances.
- (c) The provision of protective clothing and equipment first aid stations with such personnel and equipment is necessary and such information, instruction, training and supervision are necessary to ensure the health and safety at work of all persons employed on the works all in accordance with applicable laws.
- (d) Designation as Safety Officer of one of his senior staff who shall have specific knowledge of safety regulations and experience of safety precaution on similar works and who shall advise on all matters affecting the safety of workmen and on measures to be taken to promote safety.
- (e) The provision and maintenance of access to all places on the site in a condition that is safe and without risk of injury.

- (f) The provision of adequate waterborne sanitation, refuse collection and disposal, complying with all Application Laws and By Laws and to the satisfaction of the Engineer, for all houses, offices, workshops and laboratories erected on site.
- (g) The provision of an adequate number of suitable sanitary facilities at the sites where work is in progress and the execution of appropriate measures in consultation with the appropriate Public Health Authority to control within the site, mosquitoes, flies and pests including the application of suitable chemicals to breeding areas.

Reporting details of any accident to the Engineer and the police and any other applicable regulatory bodies without delay

1.12 Protection of Existing Works and Services

- (a) The Contractor shall acquaint himself with the position of all existing services such as sewers, surface water drains, and cables for electricity and telephone, telephone and lighting poles, water main and the like before commencing any work likely to affect the existing services.
- (b) The Contractor shall be held responsible for injury to existing works or services and shall indemnify the Employer against any claims in this respect (including consequential damages). The Contractor shall be responsible for the reinstatement of the services so affected.
- (c) In all cases where such works or services are exposed, they shall be properly shored, hung up or otherwise protected. Special care must be exercised in filling and compacting the ground under mains, cables, etc., so to leave uncovered exposed water meters, stopcock boxes and similar items.
- (d) The Contractor's attention is drawn to BS 162, which gives safe clearance for the various voltages where work is to be carried out in the vicinity of overhead power lines.
- (e) Notwithstanding the foregoing requirements, and without reducing the Contractor's responsibility, the Contractor shall inform the Engineer immediately if any existing works or services are exposed, located or damaged.
- (f) All costs which may be incurred by the Contractor as a result of programming and coordinating work to enable any alterations to the services to be carried out and the cost of any safety precautions which shall be deemed necessary due to the proximity of the works to the power lines shall be at the Contractor's expense.

SECTION 2 - Concrete

2.1 Cement

The cement used in the Works shall be ordinary Portland cement (OPC) or equivalent complying with BS 12.

The Contractor shall supply samples of cement, when requested by the Engineer, both from the Contractor's store on Site and from the place of supply. All cement shall be fresh, free from lumps, and stored in a dry, weatherproof location.

2.2 Aggregate

Aggregates for concrete shall comply with BS 882 at the time of use. Fine aggregate shall consist of natural sand. The Engineer will permit the addition of suitable crushed rock where in his opinion it is impracticable

to obtain the required grading of the combined aggregates otherwise than by such addition. The maximum quantities of clay, silt and fine dust shall, in any event, not exceed 3% by weight as determined by the test given in Clause 7.2.4 of BS 812: Part 1.

Coarse aggregate shall comply with the requirements in Table 1 of BS 882 for graded aggregate to the nominal maximum size specified for the appropriate class of concrete.

The aggregates shall be such that concrete, when made and tested in accordance with Building Research Station Digest 35 (2nd series), shall not show a drying shrinkage greater than 0.065%.

Immediately after commencement of the Works the Contractor shall make tests to the satisfaction of the Engineer before the Engineer will give approval to the source of aggregate proposed by the Contractor. Alternatively, and subject to the approval of the circumstance by the Engineer, the Contractor may submit a certificate from an independent laboratory.

Unless otherwise specified, separate fine aggregate and $\frac{3}{4}$ in. nominal maximum size coarse aggregate shall be used.

During the performance of the Contract, the Contractor shall supply samples of aggregates when required by the Engineer (the samples shall be taken in accordance with BS 812) at a frequency at least once weekly at each source of each grading approved by the Engineer.

2.3 Water

The water used for making and curing concrete shall be from a source approved by the Engineer and at the time of use shall be clean, free from salinity and polluting matter in any quantity.

2.4 Additives

Concrete shall be made from cement, aggregate and water as specified. No other ingredient shall be mixed with the concrete or mortar without the Engineer's approval.

2.5 Chemicals in Materials

The total sulphate content, whether as gypsum or more soluble salts, of concrete ingredients, shall together not exceed 4% of the weight of cement in the concrete.

The chloride content of concrete ingredients when measured as CI (Chloride Ion) shall together not exceed 0.2% of the weight of cement in the concrete mix.

2.6 Storage of Materials

The Contractor's arrangements for storing and handling the materials for concrete shall be subject to the approval of the Engineer. Materials shall be stored in a manner that prevents contamination, deterioration, or segregation and ensures their quality is maintained up to the point of use. The Contractor shall provide adequate protection against weather and other adverse environmental conditions, and shall implement appropriate handling procedures to avoid damage or loss

2.7 Formwork

Formwork shall be constructed to obtain the required profiles and surface textures of the structures and be such that it remains rigid during the placing and setting of the concrete.

It shall be fixed in accurate alignment and to the true shape and dimensions of the Permanent Works shown on the Drawings or ordered by the Engineer.

A method of support which would result in holes extending the whole width from face to face of concrete which forms part of the Permanent Works may be permitted at the Engineer's sole discretion. Any such holes shall be made good to the satisfaction of the Engineer and shall be located a minimum of 2 ins. clear of any reinforcement.

No plugs, bolts, wire ties, hold fasts or any other appliance whatsoever, for the purpose of supporting the formwork or reinforcement, shall be fixed permanently into the structure so that they have less cover than the reinforcement or in any way impair the strength or appearance of the work, nor shall they be placed in such a manner that damage to the work would result in the removal of the same at the time of striking the formwork.

Unless otherwise approved, top formwork shall be provided for concrete upper surfaces where the slope exceeds one vertical in three horizontals.

Except where otherwise specified, formwork for concrete faces which will remain exposed in the Permanent Works, shall be "fair finish" formwork, which is to say that it shall be such as will prevent the loss of any ingredients from the concrete and will produce a dense smooth concrete surface without discontinuities of line, texture or appearance.

Except where otherwise specified, formwork for concrete faces which will remain hidden in the Permanent Works, shall be "rough finish" formwork, which is to say that it shall be such as will prevent the loss of any ingredients from the concrete and will produce a dense concrete surface.

Unless otherwise shown on the Drawings, exposed concrete edges shall be formed with a chamfer measuring $\frac{3}{4}$ in. x $\frac{3}{4}$ in.

Before each concreting operation is commenced, formwork shall be carefully examined and cleaned.

All formwork in contact with concrete shall be treated with an approved composition before each usage to prevent adhesion of the concrete. Such composition shall be carefully applied in such a manner that there is no contamination of the reinforcement or previously placed concrete by the composition.

Formwork shall only be removed with the permission of the Engineer, and the work of removing it after the receipt of such permission shall be carried out under the personal supervision of a competent foreman. Great care shall be exercised during the removal to avoid shocks to, or reversal of stress in the concrete.

2.8 Reinforcement

Reinforcement shall be deformed mild steel bars and shall comply with BS 4449.

Steel fabric reinforcement shall comply with BS 4483. The reinforcement at the time of incorporation in the Permanent Works shall be clean and free from damage, loose mill scale and loose rust. Bars which have become bent shall not be straightened or re-bent for incorporation in the Works without the Engineer's approval.

2.9 Bending Schedules

Bar bending and fixing shall be according to the Bar Bending Schedule. Alteration to the bending and fixing of bars shall only be made with the approval of the Engineer.

2.10 Fixing Reinforcement

Steel reinforcement shall be cut from straight bars free from links and bends or other damage, and bent by experienced competent workmen. Bars of diameter $\frac{3}{4}$ in. or greater shall be bent in a bending machine designed for that purpose and approved by the Engineer.

The Contractor shall place and fix steel reinforcement accurately in the position shown on the Drawings and shall ensure that it remains rigidly in that position during the placing of concrete. Tack welding, with the prior approval of the Engineer, may be permitted for fixing bars crossing at right angles but no other welding will be allowed. Supports, spacers including PVC spacers and ties shall be subject to the approval of the Engineer. Concrete spacers shall be made of the same quality concrete as that for the work in which they will be embedded. Metallic spacers, fixing clips and tying wire shall be compatible with the material of the reinforcement, and the specified cover shall be maintained. Reinforcement projecting from previously cast concrete and not wholly embedded in concrete shall not be bent and re-bent or reshaped without the prior approval of the Engineer.

The main wires of adjacent sheets of steel fabric reinforcement shall be lapped at least 12 ins. and the transverse wires at least 6 ins.

The Contractor shall not place concrete around reinforcement until the Engineer has inspected and approved it.

2.11 Cover to Reinforcement

Except where otherwise shown on the Drawings or ordered by the Engineer, the concrete cover in the finished Permanent Works to the nearest reinforcement (exclusive of concrete blinding, plasters or decorative finishes) shall be 2 ins. This requirement does not apply to concrete faces in box-outs left for the installation of gates etc.

The distance between any two parallel bars shall not be less than $\frac{1}{4}$ in. more than the normal maximum size of aggregate in the concrete, except at approved laps.

2.12 Classes of Concrete

The concrete used in the Permanent Works shall be of the class shown on the Drawings or indicated in the Bill of Quantities or ordered by the Engineer. Characteristics of the Classes of concrete which may be used are given in Tables 4.1 and 4.2 herein.

Except where otherwise specified herein, the concrete ingredients, manufacturer, testing and workmanship shall conform to the requirements of BS 8110 and BS 5328.

The water cement ratios referred to in the Specification are the ratios by weight of free water to cement in the mix and are based on the aggregates being in a saturated surface-dry condition.

The Contractor shall not commence concreting in the Permanent Works until a trial mix design for the class of concrete required has been approved by the Engineer pursuant to Clause 3.13 hereof.

Adjustments to the concrete mix proportions will only be made if, in the opinion of the Engineer such adjustments are necessary.

The Contractor shall not alter the mix proportions or the source of supply of any of the ingredients without having previously obtained the approval of the Engineer.

2.13 Designed Mixed Concrete

Contractor shall determine to the approval of the Engineer the actual proportions of ingredients for each class of concrete. Unless otherwise agreed by the Engineer and except where not consistent with this Specification, such determination shall be in accordance with the recommendations of BS 5328 and BS 8110: Part 1.

The Contractor shall make trial mixes for each class of concrete using the same type of Constructional Plant and the same material as are proposed for the Permanent Works. The Contractor shall give 24 hours' notice of such trials to enable the Engineer's Representative to attend. For each trial mix, three separate batches of concrete shall be made. From each batch of concrete, three 6 ins. concrete cubes shall be made by the Contractor and will be tested by the Engineer at 28 days all in accordance with BS 1881. A trial mix design will be approved by the Engineer.

Note: High workability: slump 65 to 135mm.

Medium workability: slump 50 to 100mm.

Quoted slump values are given as guide only and 2021
be varied to the approval of the Engineer.

2.14 Compliance with Strength Requirements

Of the three cubes made from each sample of fresh concrete in accordance with Clause 14.2 of the Specification, one will be crushed at 7 days and the other two at 28 days. The average of the 28 days strength will be taken as the test result. Compliance with the specified strength requirements shall always be judged on the 28 days tests results. Concrete shall be considered to have failed to comply with the Specification:

- (a) if a test result is less than the testing plan minimum specified for that class of concrete, in which case the concrete which it represents shall be broken out and removed by the Contractor when ordered;
- (b) if the average of four consecutive test results for that class of concrete shall have failed to exceed the testing and strength as specified in which case no further concrete of that class shall be placed in the Permanent Works until the Contractor shall have discovered the cause of such failure and rectified to the satisfaction of the Engineer.

2.15 Control and Mixing Ingredients

The Contractor shall proportion the ingredients of each batch of concrete accurately by weight. The water shall be added to the aggregates and cement in a mechanical batch mixer; it shall not exceed the amount specified in Table 4.2 hereof and shall otherwise be the minimum amount necessary consistent with complete compaction. The device for measuring water shall show accurately the weight required having regard to the moisture content of the aggregate and shall be so designed that the water supply will be stopped

automatically when the correct quantity have been discharged into the mix. The concrete ingredients shall then be mixed thoroughly.

2.16 Truck Mixed Concrete

Truck mixed concrete may be used with the prior approval of the Engineer provided that it complies with the Specification and with BS 5328, and that the water for the mix is added at the sites adjacent to the point of final deposit.

Truck mixers shall comply with BS 4251. The manufacturer's data listed in Appendix B of BS 4251 shall be submitted to the Engineer for approval if requested.

2.17 Transporting, Placing and Compacting Concrete

The concrete shall be handled so that, at the point of deposition, it is of the specified quality and consistency, nothing having been added to it or lost from it since leaving the mixer, and segregation of the concrete ingredients is avoided.

The Contractor shall obtain the approval of the Engineer to these proposed arrangements before commencing concreting. The Contractor shall regard the compaction of the concrete as a work of fundamental important and shall produce a watertight concrete of maximum density compatible with the approved mix. Compaction shall be assisted by the use of mechanical vibrators of the immersion type but shall not involve the vibration of reinforcement or shutters. The number and type of vibrators available for use during each period of concreting shall be to the approval of the Engineer, which will not be given if sufficient stand-by vibrators are not readily available in good working order.

2.18 Surface Finishes Produced Without Formwork

Screeded Finish

The concrete shall be levelled and screeded to produce a uniform plain or ridged surface as required. No further work shall be applied to the surface unless it is a first stage for a Wood Float or Steel Trowel Finish.

Wood Float Finish

The Screeded Finish shall be wood floated under light pressure to eliminate surface irregularities.

Steel Trowel Finish

When the moisture film has disappeared and the concrete has hardened sufficiently to prevent laitance from being worked to the surface, the surface to the Wood Float shall be steel-trowelled under firm pressure to produce a dense, smooth, uniform surface free from trowel marks.

Where the type of finish is not given, it shall be Wood Float Finish.

2.19 Surface Finishes Produced with Formwork

Smooth Finish

This finish shall be obtained by use of formwork lined with material approved by the Engineer to provide a smooth finish of uniform texture and appearance. The contractor shall make good any imperfections in the finish as required by the Engineer.

Rough Finish

This finish shall be obtained by the use of molds or properly designed forms of closely-jointed sawn boards. The surface shall be free from substantial voids, honeycombing or other large blemishes.

2.20 Concrete Surfaces to Be Repaired

Except at movement joints, concrete surfaces which are to be covered by further concrete or cement mortar shall be thoroughly cleaned to expose the surface of the aggregate and to remove all laitance by hacking, wire brushing, washing with water or air under pressure or other approve means.

2.21 Concreting in Unfavorable Weather

The Contractor shall not place concrete:

- (a) during heavy rain
- (b) when the air temperature is more than 43°C.

When the air temperature exceeds 30°C, the Contractor shall not place concrete without the approval of the Engineer and without taking such precautions as may be required to keep the temperature of the concrete during mixing and setting below 30°C, for example, keeping the concrete materials and shutters shaded from the sun and the aggregate and shutters sprayed with water.

Concrete shall not be poured against shutters which are hotter than 86°F (30°C) without approval of the Engineer.

2.22 Curing Concrete

Until it has thoroughly hardened, concrete shall be protected from the harmful effects of wind, sun, temperature and variations of temperature, premature loading or deflection or impact, and aggressive groundwater.

Unless otherwise approved by the Engineer, exposed concrete surface shall be kept continuously moist after casting for not less than 7 days. Such surfaces, immediately upon exposure, shall be covered with thick Hessian or sand or other material as may be approved by the Engineer, which shall be in continuous contact with the concrete and which shall be kept wet to the satisfaction of the Engineer. The use of curing membranes will not be permitted.

2.23 Payment

Item - Blinding Concrete - Sq. yd.

Blinding concrete shall be measured by the plan area below the structure to the thickness shown in the drawings.

Item – Structural Concrete – Cu. yd.

Structural concrete shall be measured to the lines shown on the drawings or to such other lines as ordered by the Engineer.

No deduction in volume shall be made for chamfers, rebates, nosings, bolt holes, joining materials reinforcement.

Concrete used to fill cavities resulting from over excavation shall not be measured for payment.

The rate shall include for the preparation and testing of trial mixes and sampling and testing of approved mixes.

Item – Reinforcement bars - lbs

Steel bar reinforcement shall be measured by mass calculated from the dimensions shown on the drawings. Laps not shown on the drawings or specified on the approved bar bending schedule shall not be paid for.

The rates shall include for cleaning, cutting and bending, binding wire, supports and spaces.

Item - Fabric Reinforcement - Sy. yd.

Fabric reinforcement shall be measured as the area of work covered stating the BS Reference Type. The rate shall include for laps binding wire and supports.

Item – Formwork

– Sy. yd.

Formwork shall be measured by the area of the sides and soffits or the reinforced concrete structural members. The rates shall include for struts, ties and shores that are required

SECTION 3 - Structural Timber

3.1 Description

This work shall consist of timber structures and the timber portions of composite structures constructed in conformity with the line, grades, dimensions and designs shown on the drawings or ordered in writing by the Engineer and in accordance with these Specifications.

This work shall include the furnishing, preparing, erecting, fixing, and painting of structural timber of the type, sizes and dimensions specified and for all hardware, in accordance with the drawings or ordered in writing by the Engineer.

3.2 Materials

All timber for structural timberwork shall be Grade A Greenheart *Ocotea Rodiaei* (Mez), or *Nectandra Rodiaei* (Schomb), free from sap, splits, checks, shakes, large loose knots, or other defects, air seasoned, and with a minimum unit weight of 65 pounds per cubic foot at 25 per cent moisture content. All timber shall be approved by the Engineer's Representative before being used in the permanent work.

Machine bolts, drift bolts and dowels may be either wrought iron or medium steel. Washers shall be cast ogee grey iron castings or malleable castings, unless washers cut from medium steel or wrought-iron plate are indicated on the plans. Bolts shall have square heads and nuts, unless otherwise stipulated. Nails shall be cut or round nails of standard form. Spikes shall be cut or round spikes or boat spikes as specified. All this hardware shall be galvanized in conformity with ASTM A153.

3.3 Handling and Storage of Timber

All timber to be used for the permanent structure shall be handled with care and shall not be used for purposes other than those indicated on the drawings except by written permission of the Engineer.

Such timber when stored on the site shall be kept in orderly stacks. Untreated timber shall be open-stacked on supports at least 12 inches above the ground surface to avoid adsorption of ground moisture and permit free circulation of air between the tiers. The stacked timber shall be protected from the weather by a suitable covering to the approval of the Engineer's Representative.

3.4 Workmanship

Workmanship shall be first class throughout. None but competent carpenters shall be employed and all framing shall be true and exact. Unless otherwise specified, nails and spikes shall be driven with just sufficient force to set the head flush with the surface of the wood. Deep hammer marks in wood surfaces shall be considered evidence of poor workmanship and sufficient cause of removal of the workman responsible for them.

3.5 Holes for Nails and Spikes

Nails and spikes shall not be driven into permanent structural timberwork without first drilling holes unless otherwise directed by the Engineer's representative. Holes for nails shall be drilled with a bit one thirty second inch smaller in diameter than the nails to be used. Such holes shall be drilled to a depth three quarters the length of the nail or three-quarters the combined thickness of the members to be fastened together whichever is smaller.

Holes for spikes shall be driven with a bit one-sixteenth inch smaller in diameter than the circle inscribed in the cross-section of spike. Such holes shall be drilled to a depth three quarters the length of the spike.

3.6 Holes for Bolts, Drift Bolts, Dowels, Tie-Rods and Lag Screws

Holes for bolts, round drift bolts and dowels shall be drilled with a bit one-sixteenth inch smaller in diameter than the bolt, drift bolt or dowel to be used.

Holes for lag screws shall be drilled with a bit not larger in diameter than that of the body of the screw at the base of the thread. If required to prevent splitting, the hole for the shank shall be drilled to the same diameter as that of the shank. The depth of the holes for lag screws shall be approximately one inch less than the length under the head.

3.7 Hardware

Bolts shall be of the sizes shown on the drawing unless the written permission of the Engineer is obtained for using other sizes. The length specified shall be measured under the head. Bolts shall be galvanized unless otherwise stated or directed by the Engineer.

3.8 Payment

Item –

BM, Sq.yd, Ln. ft.

The rate shall include for supply, preparation, tarring and fixing in place. Where indicated on drawings or in the Bill of Quantities, rate shall factor-in other fixtures required for securing timber members (e.g., nails, bolts, screws). The unit of measurement shall be the board measurement (BM) based on the member sizes shown on the drawing or as ordered by the Engineer.

Where claddings or timber member are required to cover a specific area, measurement for payment shall be in square yards (sq. yd).

Where timber members are required to cover longitudinal sections of any given area, measurement for payment shall be in linear feet. (Ln. ft)

SECTION 4 – Timber Carpentry and Joinery

4.1 Quality

All timber shall be the best quality available of the respective types, free from rot, excessively large or loose knots, splits, fungus or other defects.

4.2 Species

Sawn timber for structural members, joints, trusses etc. shall be greenheart or other hardwood approved by the Engineer with the standard minimum strength characteristics as set out in the British Standard Code of Practice 112: 1967. Sawn timber for non-structural members shall be Greenheart, Purpleheart, Kabukalli, Tatabu, Shibadan, Manni, Touranira, Hubaballi or other species approved by the Engineer.

All joinery timber is to be Crabwood, brown Silverballi, and yellow Silverballi, Dukali, Simarupa, Hububalli or other species approved by the Engineer, dried to achieve an equilibrium moisture content of around 14%.

4.3 Carpentry Work

The workmanship shall be of the best quality. Scantlings and boarding shall be accurately sawn and be of uniform width and thickness throughout.

Carpentry shall be accurately set out in strict accordance with the drawings and shall be pruned together and securely fixed with properly made joints. All brads, nails, screws, plugs and pins are to be provided as necessary. All timber of large scantlings is to be sawn immediately the building is commenced to allow for any shrinkage that may take place. Boarding to treads and landings of steps and staircase shall be greenheart.

4.4 Nails, Screws and Bolts

Nails, screws and bolts where applicable shall be in accordance with BS 1202, 1210 and 916 respectively.

4.5 Chipboard

The chipboard shall be made from particles of wood bonded with synthetic resin all in accordance with BS 2604 with the inclusion of a termite inhibiting chemical.

4.6 Hardboard

Hardboard shall be 1/8" thick standard minimum having a density of 50 lb per cu.ft.

4.7 Exposed Faces

Timber which is to be exposed in the finished work shall be 'dressed' unless otherwise described or instructed.

4.8 Tolerances

An allowance of one-eighth of an inch shall be permitted from the nominal size for each dressed face of the timber, sawn timbers shall be the full nominal thickness.

4.9 Plywood

Plywood shall be external and internal quality in accordance with BS 1455 but with termite resistant glue.

4.10 Doors

Doors shall comply in all respects with BS 495 part 2 and shall be constructed in a joinery shop or by a specialist joinery manufacturer. Timber for use in doors shall be specially selected for straightness and be free from faults, tenoned, glued and pinned together. The rates for doors shall include for ironmongery and the thickness. Plywood covering for doors shall be glued to the framework and lipped at all edges.

4.11 Stone Plastic Composite

High resilient, slip resistant, sound absorption, wear resistant, bacterial retardant, corrosion retardant. It is made out of extruded base plank pressed together with PVC wear layer, PVC color film by heating, using three or four rolls calendar at one time, free from any adhesive. SPC floor is mixture of mainly CaCO_3 and PVC resin. SHIDE SPC flooring must maintain the standards of the international certificate of ISO9001, Floor Score and Green Guard.

4.12 PVC

PVC panel are often referred to as pvc wall panels, pvc ceiling panels, pvc sidings and the auxiliaries, such as pvc corner lines, jointers etc. PVC panel which will be both used for the walls and for finishing the ceiling. PVC panels used must maintain European standards, 8mm thickness and contain 60% PVC. PVC panel materials properties such as physical and mechanical must maintain ISO 1183, ISO 527, ISO 179 and ISO 868 certifications.

4.13 Prices

Prices for carpenters' and joiners' work shall include for all labours, cuttings, splays, notchings, halving to other timbers, holes, countersinking, morticing, tenoning and wedging, pre-drilling, hardwood pins, gluing and making joints with lead, plugging with lead, plugging to concrete or blockwork where so described. All timber work shall be left clear and clean and the Contractor is to allow for this in his prices.

SECTION 5 - Roofing and Gutters, Galvanized Steel Sheeting

5.1 Roof covering shall be Industrial Profile Trapezoidal sheeting of approved manufacture to the gauge specified conforming in all respects to BS 3083 (for standard Industrial profile sheeting). The contractor will verify with the Engineer the exact length of sheet used for roofing.

5.2 Shingles

Shingles shall be hand split wallaba 16-inch-long in random widths laid to 5-inch (125mm) gauge on 2-inch x 1 1/4-inch timber battens each shingle fixed with two 1 1/2-inch-long galvanized nails. Eaves shall have a double course of shingle. Ridges shall comprise two courses of shingles 5-inch-wide each wing with staggered joints and fixed with galvanized nails through the shingles.

5.3 Aluminum Sheeting

Aluminum sheet roofing shall comply with B.S. 2855 (for Trapezoidal sheeting) and B.S. 3428 (for troughed sheeting). Fixing aluminum sheets to timber shall be with aluminum alloy drive screws with saddles, plastic washers and covers.

5.4 Fixing Roof Sheeting

Lay sheets as described with at least one full Trapezoidal side lap or 6 inches overlap. Sheets shall be securely nailed to the roof with galvanized broad-headed roof nails of suitable length at intervals not exceeding ten inches to give continuous lines. The laying of sheets shall commence at the western-most end of the roof slopes so that exposed edges are downwind.

5.5 Ridgings and Flashings

Ridgings and flashings shall be 22-gauge aluminum or 24-gauge galvanized sheeting cut to the size, and bent to the profile shown and accurately fixed with galvanized drive screws and reopened washers.

5.6 Water Tight

Leave roofs clean and watertight at completion to the satisfaction of the Engineer. All cavities between roof and ceiling are to be adequately ventilated.

5.7 Prices

Prices for roofing and gutters shall include: -

All materials, plant and labour required for completing the works and shall not be limited to sealing all joints and securing each member according to specifications.

Payment shall be made as itemized in the Bill of Quantities i.e. in Sq. yd. (squared yards), Lin. Ft. (linear feet) and No. (number).

SECTION 6 –Painting

6.1 General

All paints are to be delivered to site in the manufacturers' sealed containers and to be used strictly in accordance with the manufacturers' instructions. All materials used unless otherwise stated shall be anti-fungus.

6.2 Preparation and Application

Thoroughly dust and clean down surfaces to be painted, cut out cracks, stop holes and clean steelwork of rust in accordance with approved practice. Apply paint by brush, roller or spray with the minimum of dilution. Allow to dry well and rub down each coat of paint before the next is applied. No paint shall be applied to a damp surface, and no external painting shall be carried out during wet weather.

6.3 Brand Names

The brands of paints which the Engineer will accept in these Works are Berger, TORGINOL (Guyana) Ltd. manufactured by Continental Agencies Ltd., Sissons Paints (West Indies) Limited, or ICI Paints Limited, or other equivalent brands as may be approved by the Engineer.

6.4 Woodwork

All wood surfaces to be painted shall be properly rubbed down, and primed before painting. Woodwork is to be painted with one coat of lead-free wood primer after which all cracks, holes etc. shall be filled with anti-fungus putty which shall be allowed to set before sanding and applying two coats of oil paint.

All timber will be painted as specified above with the exception of the underside of floors, threaders, landing boards and all roof members when not exposed.

6.5 Metal Work

The surfaces of metal work to be painted shall be prepared by removing dirt, grease etc. with an approved solvent and rust and scale by wire brushing and allowing to dry.

Metal surfaces are to be painted with at least one coat of primer and two coats of oil paint allowing at least one hour drying between coats.

6.6 Masonry

Masonry surfaces are to be prepared for painting by allowing them to dry for as long as possible, remaining all mortar splashes by rubbing with a pumice or flat stone and thoroughly brushing to remove dust. The priming coat shall be allowed to dry. All cracks, holes etc. shall then be filled with a patent filler which shall be allowed to set and sanded to a smooth finish before the application of subsequent coats.

Colours are to be specified by the Client from an approved range of colours.

Prices for painting shall include: -

For supply of labour, plant and material required for completing of the works. Rates shall also include for overheads, wastages, profits or any other as the contractor may deem necessary.

Payment shall be made in Sq. yd. or otherwise described in the Bill of Quantities.

SECTION 7 – Materials Testing and Workmanship

7.1 Standard Specification

Except where otherwise specified all materials and workmanship shall conform with the requirements of the relevant British Standards and British Standards Codes of Practice (hereinafter referred to as BS or CP) issued by the British Standards Institution current on 1st January, 1995. Other equivalent international Standard Specifications may be substituted at the sole discretion of the Engineer or as may have been agreed in the Contract.

All materials and workmanship not fully specified herein or covered by an approved Standard shall be of such kind as is used in first class work and suitable to the climate in the Project Area.

7.2 Concrete Sampling and Testing

The Contractor shall be responsible for providing samples of concrete and its constituent materials, either for testing by himself on behalf of the Engineer or for testing at an approved laboratory. For this purpose, concrete test cubes which shall be made in accordance with BS 1881, shall be deemed to be "samples". All sampling of constituent materials shall be carried out in accordance with the provisions of the appropriate British Standard, and all sampling of fresh and of hardened concrete shall be carried out in accordance with the provisions of the relevant British Standard.

Details of all such samples shall be recorded by the Contractor and passed to the Engineer. The frequency with which such samples are to be delivered will be given by the Engineer in the form of the sampling plan. The Engineer will make available to the Contractor the results of each tests carried out on the samples so provided.

The tests which the Contractor is required to undertake himself on behalf of the Engineer are those to be carried out on fresh concrete at the place of final deposit, or elsewhere on the Site as directed by the Engineer. These tests comprise slump tests to BS 1881. The Contractor shall keep records of all such tests results and supply copies of same to the Engineer. The frequency with which these tests are carried out shall be as directed by the Engineer in the form of a testing plan.

7.3 Sampling

The Contractor shall provide for the approval of the Engineer samples of all construction materials and manufactured items required for the Permanent Works, if ordered. All samples rejected by the Engineer shall be removed from Site. All approved samples shall be stored on Site by the Contractor for the duration of the Contract, and any materials or manufactured items subsequently delivered to Site for incorporation in the Permanent Works shall be of a quality at least equal to the approved sample.

Item – Prov. Sum.

Payment for material testing shall be made based on the number of tests ordered by the Consultant.

8 Masonry

8.1 Introduction

This Specification covers the materials and workmanship in connection with concrete blockwork both externally and internally, and the mortars to be used. It includes associated materials and workmanship for wall ties, damp-proof courses, mesh reinforcement, cavity wall insulation and movement joints.

8.2 References

The Works shall be designed and the materials, workmanship and tests conform to the following Standards and to the Standards and Codes of Practice that are referred to within those Standards.

Number	Title
BS 12	Ordinary and Rapid Hardening Portland Cement
BS 743	Materials for damp-proof courses
BS 890	Building limes
BS 1200	Building sands from natural sources
BS 1243	Metal ties for cavity wall construction
BS 3533	Glossary of Thermal Insulation Terms
BS 4027	Sulphate Resisting Cement

BS 4449	Specification for hot rolled steel bars for the reinforcement of concrete
BS 4482	Hard drawn mild steel wire for the reinforcement of concrete
BS 5224	Masonry cement
BS 5628	Use of Masonry
BS 5642	Sills and copings
BS 6073	Pre-cast concrete masonry units

8.3 Submittals

The Contractor shall make the following submittals to the Engineer:

- (1) Material Samples - blocks, mortar, dpc, ties, cavity insulation, reinforcement.
- (2) Manufacturer's Certificates stating that the materials and goods comply with the Specification.

8.4 Materials

8.4.1 General

The Contractor shall provide all necessary accessories, including cavity wall ties, angle cramps, nails, shot fired fixings and screws for building in and tying in blockwork to frames, damp-proof courses and expanded metal or wire mesh reinforcement as specified.

8.4.2 Concrete Blocks

Blocks shall be in accordance with BS 6073 and shall be marked with the following particulars either by delivery note, invoice or suppliers certificate.

- (i) Name of Manufacturer
- (ii) Dimensions and whether solid, cellular or hollow
- (iii) Thermal conductivity value
- (iv) Minimum compressive strength

8.4.3 Cements for Mortars

Cements for mortars shall comply with one of the following British Standards:

BS 12	Ordinary and Rapid Hardening Portland Cement
BS 4027	Sulphate Resisting Cement
BS 5224	Masonry Cement

Masonry cements shall be used strictly in accordance with the manufacturer's recommendations.

High alumina cement shall not be used.

8.4.4 Lime for Mortar

Lime for mortar shall be hydrated grey-stone lime in accordance with BS 890 for hydrated calcium limes. Magnesium lime shall not be used in mortar for brickwork below the damp-proof course.

The Contractor shall forward copies of Manufacturer's Certificates to the Engineer, which, in addition to certifying compliance with BS 890, shall give details of the type of lime. If lime is delivered as lime putty, the certificate shall state whether quicklime or hydrated lime was used in its manufacture.

All lime shall be efficiently protected against deterioration during transport and whilst stored on site. Different types or brands of lime shall be stored separately in dry conditions in a manner that allows it to be used in the order of delivery.

When lime putty is to be used, the Contractor shall obtain the approval of the Engineer of his arrangements for transport, handling and storage. Precautions shall be taken to prevent contamination and drying out of lime putty stored on site. Lime putty made from quicklime should mature for at least fourteen days before being used. Where it is made from hydrated lime (powder), lime putty should stand for at least sixteen hours before use.

8.4.5 Water

Water shall be as specified as for concrete.

8.4.6 Sand for Mortars

Sand for mortar shall be naturally occurring material Complying with BS 1200. It shall be stored on clean surfaces in such a manner as to allow adequate drainage and to prevent contamination by other materials.

The Contractor shall obtain certificates of compliance with BS 1200 for the supplier and submit copies to the Engineer. If additional information called for in BS 1200 clause 8. If certificates or control information is not available, the Contractor shall carry out his own regular tests to the satisfaction of the Engineer.

Marine sand shall not be used.

8.4.7 Plasticisers for Mortars

Plasticisers, when added to mortars, shall be used strictly in accordance with the manufacturer's instructions.

8.4.8 Mortar Mixes

The mortar mix proportions for all work covered in this section shall be appropriate to the strength and permeability of the building block used and to the degree of exposure of the finished work.

8.4.9 Wall Ties

Wall ties for cavity walls shall be galvanised steel complying with BS 1243 and at spacings in accordance with BS 5628.

8.4.10 Metal Fixings for Masonry

Cramps, dowels and other metal fixings for masonry_work shall be of galvanised steel or nonferrous metals.

8.4.11 Reinforcement in Brickwork and Blockwork

Where required for structural stability, vertical reinforcement of high yield deformed steel to BS 4449 shall be provided for hollow concrete blocks, the voids being filled with concrete as the work proceeds.

Lap lengths for vertical reinforcement shall be a minimum of 50 diameters.

8.4.12 Lintels

The blockwork over all openings in walls shall be supported on pre-cast concrete lintels or purpose made stainless or galvanised steel lintels.

8.4.13 Sills and Thresholds

External sills and thresholds are to be formed with tiles or pre-cast concrete complying with BS 5642.

Internal skills shall be of softwood in dry areas, or tiles, slates etc., in wet areas.

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8.5 Workmanship

8.5.1 General

All work shall be carried out in accordance with the recommendations of BS 5628 Pt 3 for block masonry.

Sample panels shall be prepared for not less than 2 square metres of each class of facing masonry to be *employed in the* mortar, gauge and pointing specified. Work shall not proceed until the sample panels are approved. All facing masonry shall conform with the approved Sample.

8.5.2 Laying of Brickwork and Blockwork

Blocks shall be laid on a full bed of mortar with joints filled solid to a consistent thickness of not more than 12 mm.

Walls shall be carried up uniformly with no part more than 1.7 m higher than any other. Work shall be plumbed and levelled at each course.

Blockwork below ground level shall be laid in 1:3 cement mortar.

Faces of walls shall be kept clean and free from mortar droppings and splashes.

8.5.3 Bonding of Blockwork

All drawings shall define the bond pattern for every leaf shown.

No half blocks or bats shall be used except where necessary for bonding.

8.5.4 Hot Weather Laying

In hot dry weather absorbent blocks shall be wetted before laying.

Blockwork shall be protected from the effects of hot sunlight and drying winds until the mortar has sufficiently matured.

8.5.5 Wet Weather Laying

Freshly laid blockwork shall be protected against the effects of wet weather during interruptions in work and at the end of each day.

8.5.6 Finishing Joints in Blockwork

Joints which are not visible on the finished work shall be struck off as the work proceeds.

Exposed blockwork shall be finished with an approved joint profile.

Where blockwork is to be plastered, joints are to be struck off and left rough to provide a key.

8.5.7 Movement Joints

Movement joints shall be provided at 7.5 m. centres maximum. They shall incorporate a joint filling strip and sealant. Gaps in movement joints shall be left free from debris and shall not be pointed with mortar.

8.5.8 Concrete Abutting Blockwork

Where concrete abutts external blockwork it shall be coated with two coats of bitumen paint.

Blockwork shall be tied to concrete surfaces with stainless steel adjustable ties fixed to slots cast into the concrete.

8.5.9 Building in Frames

Openings in masonry for doors, windows, air conditioning units, ventilators and fans etc., shall be properly marked out and built as the work proceeds. Where frames are to be built in as the masonry work proceeds the frames shall be fitted with approved anchors and propped and strutted as required.

The back surface of steel and galvanised fitting shall be coated with a bituminous paint before fixing. .

8.5.10 Stacking and Storage of Blocks

All blocks shall be stacked by hand on approved hard standings. They are to be stored in orderly stacks so arranged that they are used approximately in the order in which they are delivered. The stacks are to be clear of standing water and the blocks are to be protected from splashing by mud or contamination by other materials.

Blocks shall be stored either on pallets or by other methods to the approval of the Engineer, in order to prevent absorption of moisture from the ground which may contain dissolved sulphates or other soluble salts.

8.5.11 Finished Blockwork

All blockwork shall be true to line and level. On completion, the work shall be cleaned down and mortar droppings and other marks removed.

Stained, chipped or any other defects of materials or workmanship shall be made good at the Contractor's expense.

The Contractor shall take all precautions to prevent efflorescence which could be caused by soluble materials from other sources.

8.5.12 Testing of Concrete Blocks

Concrete blocks shall be tested in accordance with BS 6073 at the rate and for the test given by Table. This information shall form part of the manufacturer's certificate of compliance. Where no such certificate is available, the Contractor shall carry out independent test according to BS 6073 Appendices A, B, C and D.

9 Structural Steelwork

9.1 Introduction

This section covers the supply and erection of the structural steelwork and all associated components which are necessary for the proper completion of the Works.

9.2 References

The Works shall be designed and the materials, workmanship and tests conform to the following standards, and to the standards and Codes of Practice that are referred to within these standards.

Number	Title
BS 499	Welding terms and symbols
BS 709	Methods of testing fusion welded joint and weld metal in steel.
BS 729	Hot dip galvanised coatings on iron and steel articles.
BS 2600	Methods for radiographic examination fusion welded butt joints in steel.
BS 2853	Design and testing of steel overhead runway beams.
BS 2989	Hot-dip zinc coated steel sheet and coil.
BS 3692	ISO metric precision hexagon bolts, screws and nuts.
BS 3900	Methods of tests for paints.
BS 3923	Methods for ultrasonic examination of welds.
BS 4190	ISO metric black hexagon bolts, screws and nuts.

- BS 4232 Surface finish of blast-cleaned steel for painting.
- BS 4360 Weldable structural steels.

American Welding Society (AWS) D "Structural Welding Code - Steel". AISC "Code of Standard Practice for Steel Buildings".

National Structural Steelwork Specification - BSCA Publication

- BS 4395 High strength friction grip bolts.
- BS 4416 Method for penetrant testing of welded or brazed joints in metal.
- BS 4592 Industrial open type metal flooring and stair treads.
- BS 4870 Approval testing of welding procedures.
- BS 4871 Approval testing of welders working to approved welding procedures
- BS 4921 Sheradized coatings on iron and steel articles.
- BS 5135 Metal arc welding of carbon and carbon manganese steels.
- BS 5493 Protective coating of iron and steel structures against corrosion.
- BS 5950 Structural use of Steelwork in Building.

10.3 Submittals

The Contractor shall make the following submittals to the Engineer:

- (1) Production mill sheet and quality control tests sheets for each delivery of structural steel.
- (2) Full details of the results of material tests.
- (3) Full details of steel types and types of nuts and bolts to be used.
- (4) Full details of erection procedures
- (5) Full details of proposals for all main welds, arrangement of welded assemblies and welding procedure.
- (6) Approval of welders including all tests for welders.
- (7) Full details of protection system to be used for steelwork.
- (8) Test results for paint thickness.

9.4 Materials

10.4.1 Steel

Materials and workmanship shall conform to BS 5950.

The quality of the steel to be used shall conform to the requirements of BS 4360.

Each steel section shall be stamped or marked with a private mark for the purpose of identification.

The Contractor shall produce for each delivery of structural steel copies of the manufacturers production mill sheets and quality control test sheets.

9.4.2 Nuts and Bolts

The Contractor shall supply and fix nuts and bolts that comply with one or more of the following standards.

The Contractor shall submit details of nuts and bolts to be used in the construction to the Engineer for approval.

- BS 3692
- BS 4190
- BS 4395

9.4.3 Holding Down Bolts

Holding down bolts shall be mild steel and shall be adequately anchored in the foundation by washer plates or other approved method.

9.4.4 Protection of Bolts

All bolts shall be galvanised to BS729.

9.4.5 Floor Plates

Floor plates shall be non-skid mild steel plates with raised pattern (not diamond), shall be a minimum of 10 mm thick and shall be adequately supported.

9.4.6 Welding Electrodes

Electrodes for metal arc welding shall comply with BS-3639.

9.4.7 Protection for Steelwork

The Contractor shall provide and apply protective coatings to all steelwork. Protective coatings shall comply with the requirements and recommendations of BS 5493.

The protective coating shall comply with the requirements and recommendations of BS 5493 Table For exterior steelwork the finish shall comply with Table 3 part 3 - Exterior Exposed Polluted Coastal Atmosphere. The typical time to first maintenance shall be taken as 10-20 years.

The Contractor shall submit to the Engineer full details of the protective system to be used. All manufacturer's data, instructions and recommendations related to the system shall be submitted.

Where steelwork is to be cased in masonry the surface shall be given two coats of approved bitumen paint in addition to the paint system specified above. Where steelwork is to be cast into concrete, the surface shall be left unfinished, and shall be thoroughly wire brushed prior to placing of concrete. Adjacent finishes shall continue a minimum of 100 mm into the concrete casing.

9.5 Workmanship

9.5.1 Standard of Workmanship

All workmanship shall comply with BS5930: Part 2 plus the following requirements.

9.5.2 Thermal Cutting

Manual thermal cutting of edges to be welded shall not be carried out.

Manual thermal cutting shall not be carried out except for wall end of beams, notching and such other applications as may be approved.

The edges of all plate cut by flame and subsequently welded shall be machined prior to welding.

9.5.3 Heat treatment

Details of all heat treatment shall be submitted for approval prior to the commencement of fabrication.

9.5.4 Burrs

Holes which are drilled through two or more separable parts shall have all burrs removed after separating the parts.

9.5.5 Holes in Welded Members

All bolt holes in members built up by welding shall be drilled after welding has been completed.

9.5.6 Welding

Welding procedures shall comply with British Standards 449, 499 and 5135.

9.5.7 Welding Procedures

The Contractor shall submit to the Engineer for approval his proposals for all main welds, arrangement of welded assemblies and welding procedure, at least 6 weeks prior to fabrication.

9.5.8 Approval and Testing of Welders

The Contractor shall submit to the Engineer documentation showing that the welders are suitable for the work upon which they will be employed. For this purpose the welders shall have satisfied the relevant requirements of BS 4872, Part 1. If the welders will be working to approved welding procedures, they shall have satisfied the relevant requirements of BS 4871, Part 1.

9.5.9 Connections

Bracing connections shall develop forces not less than 50 percent of the effective capacity of the member.

All connections shall have a minimum of 2 bolts per connection and the gusset plates shall have a minimum thickness of 10 mm.

Beam connections shall be designed to resist the reaction of the beam considering it to be uniformly loaded, laterally support, and fully stressed in bending where this is less than the actually applied load.

In general shop connections shall be welded connections and field connections shall be bolted connections.

9.5.10 Bolting

Holes shall not be distorted or enlarged when using drifts. Drifts of larger diameter than the *hole* shall not be used.

For all bolt assemblies the strength grade combination of bolts/nuts/ washers used shall be as recommended in the relevant British Standard.

No threaded portion of any bolt shall be within the thickness of the parts bolted together, nor shall any portion of the shank extend beyond the face of the washer when fully tightened.

The end of each bolt shall protrude by at least one complete thread and by not more than three complete threads beyond the outer face of the nut.

The Contractor shall carry out only bolted connections for steelwork erected on site. All welded connections shall be carried out under workshop conditions.

9.5.11 Paint Treatment and Preparation

The thickness of each coat of paint should in no case be less than 80% of the thickness required by BS 5493 and the average over any area should equal or exceed the specified thickness.

Dirt and grease shall be removed by emulsion cleaners followed by thorough rinsing with water, or by steam cleaning, or by controlled high-pressure water jets. The Contractor shall not use solvents or detergents.

Standards of surface finish or blast-cleaned steelwork shall comply with BS 4232 and shall be better or equal to Second Quality, with an amplitude maximum of 0.01 mm on the cleaned surface.

Blast-cleaning shall be carried out wherever possible after fabrication but when this is not possible, or when some time is allowed to elapse before painting, then the cleaned steel shall be protected by application of a single coat of a suitable prefabrication weldable primer within 4 hours of blast-cleaning (2 hours for outdoor blast-cleaning). All dust, residues and debris shall be removed from the steel surface after blast-cleaning before the protective coating is applied.

Dust and detritus shall be removed positively from the prepared surfaces prior to painting.

9.5.12 Application of Paint

No paint shall be applied until the previous paint coat has dried or cured sufficiently to receive it.

Each coat shall be a different colour or shade to the one beneath it.

Damaged areas of priming coats or undercoats shall be made good before further coats of paint are applied.

9.5.13 Painted Welded Connections

Where welded steelwork is prepared and primed before fabrication then weld-through primers shall be employed.

No welding shall be carried out subsequent to the application of the paint system without the written permission of the Engineer.

9.5.14 Transportation and Storage

All steelwork shall be transported, lifted and handled in a manner that does not affect the shape or surfaces of the section. Lifting slings shall be of nylon rope; chains and hooks shall not be used in contact with the steelwork.

The position of lifting points used on sections shall be such that the stresses induced in the sections do not exceed one half of the yield stress of the material.

Steelwork shall be stored in clean, dry conditions off the ground. Separate pieces of steelwork shall have spacer blocks between them.

9.5.15 Erection Procedure

The Contractor shall prepare and submit details of the following, at least four weeks before starting to erect steelwork:

method and sequence of erection

type of crane age

calculation of erection stresses

temporary guys and bracing proposed for use during erection

lifting points

transportation proposals

During erection the work shall be securely bolted or otherwise fastened and if necessary, temporarily braced, to provide safety for all erection stresses and conditions, including those due to erection equipment and its operation.

9.6 Inspection and Tests

9.6.1 Inspection

The Contractor shall supply to the Engineer details of all steelwork and accessories in order that inspection can be effected. Details shall include dates, times and places of manufacturing, rolling, fabricating, painting, galvanising and all other processes. The details shall be given to the Engineer at least 7 whole days prior to such operations taking place.

All tests shall be carried out by the Contractor.

The Contractor shall prepare test pieces to suit the appropriate testing method.

All test and inspection results shall be submitted to the Engineer within 24 hours of the test completion.

9.6.2 Inspection and Testing of Welds

Welds which are to be inspected shall not be painted or otherwise obscured until they have been *inspected*.

10% of all fillet welds shall be tested in accordance with BS 4416.

25% of all butt welds shall be tested in accordance with BS 2600 or BS 3923.

9.6.3 Inspection and Testing of Paints

Tests shall be carried out to the appropriate sections of BS 3900.

Tests for final dry film thickness (*DFT*) shall be carried out over 10% of the painted area. Over such test areas, readings shall be taken on a grid 200 mm square and recorded.

9.6.4 Tests for Steel

The Contractor shall carry out the tests required by BS 4360 Table 1 at the rates given in BS 4360 Section 3.

Forms 1

QUALIFICATION INFORMATION

1. For individual bidders or individual members of a partnership

1.1 Constitution and legal status of Bidder (*attach copy*).

License No. and its validity period to execute the Works:
_____ (attach copy)

Place of registration: _____

Principal kind of business: _____

Affidavit of authorization issued for signing of the Bid: (*attach*).

1.2 Total volume of the Works executed for the last (3) three years in GYD:

1.3 Experience as a prime Contractor during the last three years. The value is indicated in GYD.

No.	Project name and location	Name of Employer and their telephone numbers	Commencement and Completion dates	Value of Contract

1.4 The availability of the following key equipment to the Contractor is of substantial importance for the Works. The Bidder must respond to all request listed below:

Item of equipment	Model and year of production	Number of available items	Condition (new, good, poor)	Owned, rented (from whom?) to be purchased (from whom?)
Crane Truck				
Mini Excavator				
Concrete Mixer				
Plate Compactor				
Poker Vibrator				
Scaffolding				

1.5 Qualifications and experience of employees proposed for the key administrative and line positions in order to execute the Contract.

Position	Full Name (CV and Telephone number must be attached)	Years of experience	Years of experience at similar position
Civil Engineer		1 – 3 yrs experience in similar project	
Engineering Technician/Foreman		5 yrs experience in similar project	

Nature of Works	Value of Subcontract	Subcontractor address, number)	(name, telephone	Years of experience in carrying out similar works

1.7 Information on current litigation (and recent – within past 3 years) in which the Bidder involved.

Other party (ies)	Cause of dispute	Disputed amounts

1.7 Evidence of access to financial resources to meet the qualification requirements: cash in hand, lines of credit, etc. List below and attach copies of support documents.

1.8 Provision of audited financial statement for the last three years.

1.9 Equipment availability must be supported by proof of ownership and or letter of commitment to lease.

2 For a partnership (syndicate)

2.1 Information specified in 1.1—1.8 shall be provided for each partner of the partnership (syndicate).

2.2 Information given 1.9 shall be provided by the partnership (syndicate).

2.3 Attach the power of attorney of the signatory (ies) of the Bid authorizing him or them to sign the bid on behalf of the partnership (syndicate).

2.4 Attach the Agreement between the partners of the partnership (syndicate) (to be binding on all partners) which shows that:

- (a) all partners shall be jointly or severally liable for execution of the Contract in accordance with the Contract conditions;
- (b) one of the partners shall be nominated as being in charge authorized to incur liabilities, and receive instructions on behalf of any or all partners of the partnership (syndicate); and
- (c) the execution of the entire Contract, including payment shall be done exclusively by the partner in charge.

I certify the authenticity of all the above information.

(Position)

(Signature and Seal)

_____ (Full Name)

Dated on « » day of 202_.



CONTRACTOR'S BID

Date:
IFB No:

TO: Name
Address of Employer

Having examined the bidding documents including Annexes and Addenda No _____ [specify numbers], the receipt of which is hereby acknowledged, we offer to execute **Lot 1 - Construction of Carport at University of Guyana Turkeyen Campus, Region 4.**
in accordance with the Contract conditions attached herein for the total amount of _____,

_____ GYD [the Total Amount of Bid in Words and Figures].

Alternative bids (at the Employer's request): *None*

Also we offer to execute the works pursuant to alternative bids for the amount of _____ N/A _____ GYD,

(add or reduce to basic bid price)

and we declare that:

- We, including all subcontractors, regarding any part of the Contract, in accordance with these bidding documents, have no conflict of interests pursuant to sub-clause 3 (i) of the Instruction to Bidders;
- We, including all subcontractors, regarding any part of the Contract, in accordance with these bidding documents, have not been declared by the [National Procurement and Tender Administration] to be ineligible, or are not ineligible pursuant to laws of Guyana.

If our Bid is accepted, we shall furnish the Performance Security for the amount of _____ in order to execute the Contract properly and within the dates specified in the bidding documents.

If our bid is accepted, we request advance payment in the amount of [.....] GYD for proper performance of the contract. From our part, we undertake to furnish a bank guarantee / bond from a reputable financial institution for the advance payment in the above amount. We hereby confirm that this bid shall be valid within **90** days of the date established from the bid opening date, and it shall remain binding on/before the expiry of indicated period.

Prior to preparation and execution of a formal Contract, this Bid together with your written confirmation of its acceptance shall be equivalent to conclusion of a Contract to be binding upon both parties.

We understand that you are not required to accept the lowest or any bid you receive.

Dated the _____ day of _____ 20__.

Duly authorized to sign the Bid for and on behalf of _____ (name of Contractor)

(FULL NAME))

(Title)

(Signature and Seal)

Form 2



CONTRACTOR'S BID

Date:

IFB No:

TO: Name
Address of Employer

Having examined the bidding documents including Annexes and Addenda No _____ [specify numbers], the receipt of which is hereby acknowledged, we offer to execute **Lot 2 - Construction of Carport at Mahaicony Technical and Vocational Training Centre, Region 5.** in accordance with the Contract conditions attached herein for the total amount of _____,

_____ GYD [the Total Amount of Bid in Words and Figures].

Alternative bids (at the Employer's request): *None*

Also we offer to execute the works pursuant to alternative bids for the amount of _____ N/A _____ GYD,

(add or reduce to basic bid price)

and we declare that:

- We, including all subcontractors, regarding any part of the Contract, in accordance with these bidding documents, have no conflict of interests pursuant to sub-clause 3 (i) of the Instruction to Bidders;
- We, including all subcontractors, regarding any part of the Contract, in accordance with these bidding documents, have not been declared by the [National Procurement and Tender Administration] to be ineligible, or are not ineligible pursuant to laws of Guyana.

If our Bid is accepted, we shall furnish the Performance Security for the amount of _____ in order to execute the Contract properly and within the dates specified in the bidding documents.

If our bid is accepted, we request advance payment in the amount of [.....] GYD for proper performance of the contract. From our part, we undertake to furnish a bank guarantee / bond from a reputable financial institution for the advance payment in the above amount. We hereby confirm that this bid shall be valid within **90** days of the date established from the bid opening date, and it shall remain binding on/before the expiry of indicated period.

Prior to preparation and execution of a formal Contract, this Bid together with your written confirmation of its acceptance shall be equivalent to conclusion of a Contract to be binding upon both parties.

We understand that you are not required to accept the lowest or any bid you receive.

Dated the _____ day of _____ 20__.

Duly authorized to sign the Bid for and on behalf of _____ (name of Contractor)

(FULL NAME))

(Title)

(Signature and Seal



CONTRACTOR'S BID

Date:	
IFB No:	

TO: Name _____
Address of Employer _____

Having examined the bidding documents including Annexes and Addenda No _____ [specify numbers], the receipt of which is hereby acknowledged, we offer to execute **Lot 3 - Construction of Carport at Linden Electricity Company Inc, Region 10.**
in accordance with the Contract conditions attached herein for the total amount of _____,

_____ GYD [the Total Amount of Bid in Words and Figures].

Alternative bids (at the Employer's request): *None*

Also we offer to execute the works pursuant to alternative bids for the amount of _____ N/A _____ GYD,

(add or reduce to basic bid price)

and we declare that:

- We, including all subcontractors, regarding any part of the Contract, in accordance with these bidding documents, have no conflict of interests pursuant to sub-clause 3 (i) of the Instruction to Bidders;
- We, including all subcontractors, regarding any part of the Contract, in accordance with these bidding documents, have not been declared by the [National Procurement and Tender Administration] to be ineligible, or are not ineligible pursuant to laws of Guyana.

If our Bid is accepted, we shall furnish the Performance Security for the amount of _____ in order to execute the Contract properly and within the dates specified in the bidding documents.

If our bid is accepted, we request advance payment in the amount of [.....] GYD for proper performance of the contract. From our part, we undertake to furnish a bank guarantee / bond from a reputable financial institution for the advance payment in the above amount. We hereby confirm that this bid shall be valid within **90** days of the date established from the bid opening date, and it shall remain binding on/before the expiry of indicated period.

Prior to preparation and execution of a formal Contract, this Bid together with your written confirmation of its acceptance shall be equivalent to conclusion of a Contract to be binding upon both parties.

We understand that you are not required to accept the lowest or any bid you receive.

Dated the _____ day of _____ 20__.

Duly authorized to sign the Bid for and on behalf of _____ (name of Contractor)

(FULL NAME))

(Title)

(Signature and Seal)

Form 3

PUBLIC PROCUREMENT CONTRACT FOR WORKS BETWEEN THE EMPLOYER AND CONTRACTOR

CONTRACT

This Contract made the _____ day of _____ two thousand and _____
(date) (month)

BETWEEN the Employer the Guyana Energy Agency (GEA) of 295 Quamina Street, South Cummingburg, Georgetown, Guyana and the Contractor (name and address of organization)

for execution of the Works **Construction of carport in three lots** (hereinafter called the Works) and the Employer has accepted the Contractor' Bid for the execution and completion of the Works, and for correction of any defects therein.

THIS CONTRACT WITNESSES the following:

1. The words and expressions in this Contract have the same meanings as they do in the General Conditions of Contract.
2. Below listed documents shall form this Contract and shall be deemed the integral part of it, namely:
 1. Contract,
 2. Letter of Acceptance,
 3. Contractor's Bid,
 4. Special Conditions of Contract,
 5. General Conditions of Contract,
 6. Technical Specifications,
 7. Drawings,
 8. Priced Bill of Quantities, and priced Consumable Materials ; and,
 9. Other documents included in the Contract Documents:

(specify additional documents which the Purchaser is intended to included in the Contract Documents according to the General Conditions of Contract)

3. Taking into account the payments to be made by the Employer to the Contractor in accordance with the above-stated, the Contractor shall enter into the Contract with the Purchaser to execute and complete the Works, and to correct any defect therein in full accordance with conditions of the Contract.
4. The Employer shall pay the Contractor in consideration of the execution and completion of 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.

EMPLOYER

CONTRACTOR

(Signature and seal)

(Signature and seal)

(Name, last name, title)

(Name, last name, title)

Contract No:	Dated:
<i>Employer (name of organization):</i>	
<i>Contractor(name of organization):</i>	
Amount of Work order GYD:	
<i>Agreed(signature of the person agreed with Work order):</i>	
Date of agreement:	

WORK ORDER No. _____

(to be made up by the Employer for any change against decrease or increase of items of works)

No	Name of item and consumable materials	Unit	Quantity	Unit price in Bill of Quantities	Unit price offered	Value of change	Contractual value	Amount of increase (+) decrease (-)
I	Use of unit prices							
II	Consumable materials							

Signature of Contractor _____

Signature of Engineer _____

SETTLEMENT

Payable contract No. _____ dated _____ 201_____

(in GYD)

No.	Types of settlement	Amount
1	Initial Contract Price	
2	Total amount of Work orders	
3	Total Contract Price - total	
4	Works done for the previous period	
5	Works done for the last month	
6	Works done for the previous period according to Work orders	
7	Works done for the last month according to Work orders	
8	Works done from the Start Date – total	
9	Advance payment made	
10	Advance payments retained for repayment for the previous period	
11	Advance payments to be retained for repayment for the last month	
12	10% retained from the volumes of works done for the previous period	
13	10% to be retained from the volumes of works for the last month	
14	Other retention	
15	Total to be retained	
16	Total to be paid	
17	The remaining amount by the Completion Date	

The Employer

the Contractor

Seal

(Signature, full name, title)_____
(Signature, full name, title)

Form 4

Letter of Acceptance

(Letterhead paper of Employer)

_____ (date)

To: _____
(Name of Contractor)

(Address of Contractor)

This is to notify you that your bid dated the _____ day of _____ 202__, for the execution of _____ (description of works) to the total sum of

(Amount in Figures and Words)

as amended and modified in accordance with the Instructions to Bidders is hereby accepted by our organization.

At the same time, we are sending you the Form of Contract and requesting you, in accordance with Clause 32.2 of the Instruction to Bidders, during 7 (seven) days to sign and date the Form of Contract, and return it at our address. Along with the signed Contract, we request you to furnish us, pursuant to ITB Clause 33, with the Performance Security.

You hereby instructed to start the Works pursuant to the Contract conditions.

Name of organization _____

Full name and Title _____

Signature of Authorized Representative _____

Annex: the Contract

Form 5

Affidavit of Authorization

TO: *[name of Employer]*

WHEREAS _____ *[name of Contractor]*, who is the Contractor for the execution of Works *[description of works]*,

do hereby authorize _____ *[name and address of Contractor's Representative]* to submit the Bid, and subsequently negotiate with you, and sign the Contract based on the *Invitation for Bids* which we hereby extend our full guarantees for the execution of Works based the *Invitation for Bids*.

[Full name, title, signature for and on behalf of Contractor]

Dated on _____ day of _____ 202____.

(date)

(seal)

Note: The Affidavit of Authorization must be in conformity with statutory provisions and signed and sealed by a Commissioner of Oats to Affidavit. The Bidder shall include the Affidavit of Authorization in its Bid.

Form 6

Bid Security

[insert Bank / Insurance Company name, and address of issuing branch or office]

Beneficiary: _____
[insert name and address of Employer]

Date: _____ *[insert date]*

BID GUARANTEE No.: _____
[insert number]

We have been informed that _____
(hereinafter called "the Bidder") has submitted to you its bid dated _____
(hereinafter called "the Bid") for the execution of : ***Construction of carport in three lots***
Furthermore, we understand that, according to your conditions, Bids must be supported by a Bid
Guarantee.

At the request of the Bidder, we _____ hereby
irrevocably undertake to pay you any sum or sums not exceeding in total an amount of
_____ (_____)

upon receipt by us of your first demand in writing accompanied by a written statement stating that the Bidder is in breach of its obligation(s) under the bid conditions, because the Bidder:

- (a) has withdrawn its Bid during the period of bid validity specified by the Bidder in the Form of Bid; or
- (b) does not accept the correction of errors in accordance with the Instructions to Bidders (hereinafter “the ITB”) of the IFB; or
- (c) having been notified of the acceptance of its Bid by the Employer during the period of bid validity, (i) fails or refuses to execute the Contract Form, if required, or (ii) fails or refuses to furnish the Performance Security, in accordance with the ITB.

This Guarantee shall expire: (a) if the Bidder is the successful bidder, upon our receipt of copies of the Contract signed by the Bidder and of the Performance Security issued to you by the Bidder; or (b) if the Bidder is not the successful bidder, upon the earlier of (i) our receipt of a copy of your notification to the Bidder that the Bidder was unsuccessful, or (ii) ninety days after the expiration of the Bidder's Bid.

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

This Guarantee is subject to the Uniform Rules for Demand Guarantees, ICC Publication No. 458.

[signature(s) of authorized representative(s)]

Form 6

Performance Bank Guarantee / Performance Bond
(Unconditional)

[The bank / Insurance Company providing the Guarantee shall fill in this form in accordance with the instructions indicated in brackets, if the Employer requires this type of security.]

[insert bank / insurance company name, and address of issuing branch or office]

Beneficiary: Guyana Energy Agency
Address: 295 Quamina Street, South Cummingsburg, Georgetown, Guyana

Date: _____
[insert date]

PERFORMANCE GUARANTEE No.: _____

We have been informed that _____ (hereinafter called "the Contractor") has entered into Contract No. _____ dated with you, for the execution of ***Construction of carport in three lots***

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

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

This guarantee shall expire no earlier the end of the defects liability period, calculated based on a copy of such Certificate which shall be provided to us. Consequently, any demand for payment under this guarantee must be received by us at this office on or before that date.

This guarantee is subject to the Uniform Rules for Demand Guarantees, ICC Publication No. 458, except that subparagraph (ii) of Sub-article 20(a) is hereby excluded.

[signature(s) of an authorized representative(s) of the Bank]

Guarantee for Advance Payment

[insert Bank / insurance company name, and address of issuing branch or office]

Address: 295 Quamina Street, South Cummingsburg, Georgetown, Guyana

Date: _____
[insert date]

We have been informed that [insert name of Contractor] (hereinafter called "the Contractor") has entered into Contract with you, for the execution of "**Construction of carport in three lots**"

Furthermore, we understand that, according to the conditions of the Contract, an advance payment is to be made against an advance payment guarantee in the sum or sums indicated below.

It is a condition for any claim and payment under this guarantee to be made that the Advance Payment referred to above must have been received by the Contractor on its account number at

This guarantee is subject to the Uniform Rules for Demand Guarantees, ICC Publication No. 458.

[insert signature (s) of authorized representative(s) of bank / insurance company]

Form 8**HEALTH, SAFETY AND ENVIRONMENT INFORMATION (Where Applicable)****1. For individual bidders****2.1 SECTION B**

HEALTH, SAFETY AND THE ENVIRONMENT		YES	NO
1.	Has your company been cited, charged, or prosecuted for any Occupational Health and Safety (OSH) non-compliance/offence or Environmental Offence in the last three years? If yes give details:		
2.	Has your company ever been prosecuted/issued with a stop order by or from a Government regulatory agency as a result of an Environmental/OSH Offence/issue? If yes give details:		
3.	Does your company have a documented Health, Safety and Environment (HSE) Management Programme/Plan?		
4.	Does the HSE programme/plan allow for the following? • Accountabilities and Responsibilities for Managers, Supervisors, and Employees? • Hazard/risk Recognition and Control? • Periodic Health, Safety and Environment inspections/compliance checks?		
5.	Does your company hold documented site Health, Safety and Environment meetings/training/awareness sessions for all employees involved? If yes; please provide copy(ies) of past meeting/training agendas, attendance registers. Also, how frequent were those meetings/trainings?		
6.	Does your company ensure all resources for meeting HSE requirements is available at site for all workers? E.g. PPEs, Spill Kits, Fire extinguishers, First-aid kits etc. If yes, provide a list of such resources/equipment.		
7.	Does your company have an HSE Policy? If yes; please provide a copy.		
8.	Does your company have a documented monitoring system on inspecting its' sub-contractors' HSE compliance and performance? If yes; please provide some details on this system, along with an HSE compliance inspection form, which may be used to inspect sub-contractors HSE compliance and performance.		
9.	Has any of your projects required an Environmental Authorization from the Environmental Protection Agency? If yes; please provide a copy of said Authorizations.		

Form 9**LABOUR AND WORKING CONDITIONS INFORMATION (Where Applicable)****2. For individual bidders****3.1 SECTION C**

LABOUR AND WORKING CONDITIONS		YES	NO
1.	Does the company have an Occupational Safety and Health Employee Handbook or HSE Programme/Plan where OSH protocols/requirements for your construction projects are documented? If yes; please provide a copy.		
2.	Does your company comply with national labour and employment law with respect to the following? <ul style="list-style-type: none">• Non-discrimination and Provision of Equal opportunities to all workers irrespective of race, creed, gender or religion?• Permission of employees to join a trade union?• Inclusion of local labour among your work-force at site specific projects? If yes; please provide details on past selection and number of local community labour in your past projects.• Provision of basic amenities of workers facilities at site; including sanitation, access to drinking water, toilet facilities etc.		
3.	Does your company utilise an accident register for onsite casualties inflicted to workers? If yes; please provide details on its use, and a copy of that Accident Register.		
4.	In the event of medical emergencies, are their appropriate and documented measures for responding to any casualties affecting workers on site? If yes; please provide a copy of those medical emergency measures.		

Forms 10

RESOURCE EFFICIENCY AND POLLUTION PREVENTION INFORMATION (Where Applicable)

3. For individual bidders

4.1 SECTION D

RESOURCE EFFICIENCY AND POLLUTION PREVENTION		YES	NO
1.	Does the company have a Waste Management Plan/measures concerning the handling, transportation, storage and disposal of hazardous and non-hazardous waste generated by activities at a construction site or an HSE Plan/Programme where waste management is covered? If yes; please provide a copy and details of any reduce, reuse or recycle initiatives undertaken at site.		
2.	Does your company have documented measures to counter the following issues that can be as a result of construction activities? <ul style="list-style-type: none">• Reduced Air quality including dust pollution generated from activities at the site? If yes; please provide a copy of those measures.• Unusually high Noise Levels? If yes; please provide a copy of those measures.• Reduced water quality including increased turbidity (from runoff/erosion) water? If yes; please provide a copy of those measures.• Construction Traffic? If yes; please provide a copy of those measures.		

Form 11

COMMUNITY HEALTH, SAFETY, SECURITY AND SOCIAL INFORMATION (Where applicable)

4. For individual bidders

5.1 SECTION E

COMMUNITY HEALTH, SAFETY, SECURITY AND SOCIAL SAFEGAURDS		YES	NO
1.	Has there been any emergency situations (e.g. spills, displacement, contamination of local water supply etc.) resulting from your Company's construction activities that may have negatively affected nearby communities/residents located in and around project site? If so, provide details of such negative effects and what mitigation measures were undertaken to resolve such issues.		
2.	Does the company have any measures in place to resolve worker-resident conflicts? If yes; please provide a copy of such measures.		
3.	Does the company have an established Code of Conduct for workers and sub-contractors associated with the project? If yes; please provide a copy of that Code of Conduct.		
4.	Please provide any details of instances where your company has fostered good community relationships/engagements (Corporate Social Responsibility).		

Form 12**INFORMATION SUBMITTAL (where applicable)****5. For individual bidders****6.1 SECTION F**

INFORMATION SUBMITTAL			
NOTE: Copies of the following information that are available must be returned in conjunction with this form.			
No.	Records, Statements or Forms	Attached	
		Yes	No
1.	Copy of Health, Safety and Environment (HSE) Management Plan/Programme.		
2.	Copy of HSE Policy		
3.	Copies of Management Plans/documented measures for Health and Safety, Waste Management, construction traffic, noise pollution and air quality generated by activities at construction sites.		
4.	A one-page sample of your HSE training/awareness/meeting records (i.e. past meeting/training agendas, attendance registers etc.)		
5.	A copy of Accident/Incident Register		
6.	A copy of HSE compliance inspection form.		
7.	Copy of Environmental Authorisation		
8.	Copy of Workers' Code of Conduct		
9.	A list of OSH equipment/resources		
10.	A copy of Occupational Safety and Health Employee Handbook		
11.	A copy of Waste Management Plan (only required if measures on waste management are not documented in the HSE Plan).		
12.	A copy of OSH Employee Handbook (only required if OSH Requirements are not documented in the HSE Plan).		
13.	A copy of mitigation measures to reduce air pollution, noise pollution, water pollution and construction traffic (only required if such measures are not documented in the HSE Plan).		
14.	A copy of Medical Emergency Measures (only required if such measures are not documented in the HSE Plan).		

Form 13

Declaration (where applicable)

6. For individual bidders

7.1 SECTION G

By signing this form:

- I certify that the information presented in Section 1 to 6 is correct, and;
- I have read and understood, and pledge to comply with the Environmental and Social Management requirements of Section VII – B. during the implementation of this Project.

Importantly, High Risk Contractors will not be recommended for Award of Contract.

SIGNATURES REQUIRED

Contractor or Contractor Representative:	Title and Telephone Number:	Signature: Date:
Contractor Environmental and Social Safeguards Representative:	Title and Telephone Number:	Signature: Date:

Evaluation Criteria

**NATIONAL PROCUREMENT
& TENDER ADMINISTRATION**

NATIONAL PROCUREMENT AND TENDER ADMINISTRATION BOARD			
STANDARD EVALUATION CRITERIA			
(Works)			
NO.	DESCRIPTION	RESPONSIVENESS	
		YES	NO
1	Submission of a valid business registration OR certificate of incorporation that is clearly legible.		
2	Submission of a valid NIS compliance certificate in the name of the business as per business registration. Document must be clearly legible.		
3	Submission of a valid GRA compliance certificate in the name of the business as per business registration. Document must be clearly legible.		
4	Completed and signed bid submission form / form of tender (page 101-103).		
5	Completed priced bill of quantities. BOQ must be stamped and signed on the summary page and initial all other (page 62-71)		
6	Submission of bid security are as follows; - 2% of the bid price Bid security should be expressed in Guyanese currency and shall be a bank guarantee or a bid bond issued by a licensed financial institution. (Page 109)		
7	Demonstrate general construction experience within the past five (5) years by providing a list of verifiable completed projects. The value of the project, year completed, and clients' names and contact numbers must be provided.		
8	Demonstrate specific construction experience by providing copies of contracts with previous clients that show the bidder has completed two (2) contracts of similar nature, size and complexity of a minimum value of 30% of Bid Price within the past five (5) years.		
9	Evidence of financial capacity representing (insert percentage) of the bid price. Bidder must provide a bank statement or LINE of credit from a bank or a recognized financial institution. The document must be dated within one month of the bid opening date and be clearly legible. When a photocopy is presented, it must be certified a 'true copy of original' by the issuing company. Financial capacity should cover the current job and also the list of ongoing projects. If financial ratios will be assessed these must be clearly stated and formulae provided, for; (1) Current Ratio must not be less than 1, calculated by current assets divided by current liabilities; (2) Quick ratio must not be less than 1, calculated by adding cash and accounts receivable, and then divided by current liabilities.		
10	Bidder must provide a letter of Authorization for the Procuring Entity to seek reference from the bidder's Bank and/or Surety relating to the financial capacity evidence supplied. The document must be dated within one month of the bid opening date and be clearly legible.		

11	Written confirmation of authorizing signatory must be provided. For the incorporated company this must be in the form of a affidavit of authorization endorsed by a Commissioner of Oaths or Justice of Peace. For a registered business that has appointed an employee to sign the bid, a letter of authorizing signatory must be provided.		
12	Bidder must provide audited financial statements for the past three years for incorporated companies. Financial statements must be audited by a Chartered accountant/accountancy firm and include an auditor's note. OR Registered businesses must provide Balance Sheets, Profit and Loss Accounts, and Income and Expenditure Accounts for the past three years. These financial statements must be approved by a Chartered accountant/accountancy firm.		
13	The Bidder shall provide accurate information on the related bidding form as provided about any litigation or arbitration resulting from contracts completed or on-going under its execution over the last five (5) years. Any ongoing legal matters shall render the contractor unqualified for consideration for award of contract.		
14	Bidder must complete the Statement of On-going projects (listed in Forms) which would include the following; name of contract, date of commencement and completion of contract, name of client and contact information (telephone number and email address), value of project, and completion percentage. The bidder may be required to provide statement of resources dedicated against each project. Bidder must complete and sign the Statement of On-going projects Form For consideration of awards of additional projects, the bidder MUST provide evidence of adequate financial, human and equipment resources to demonstrate that the award of this contract would not impede or detract from the effectively and efficiently implementation and completion of existing contracts. Bidders who have Three (3) outstanding contracts, from any public sector agency, will not be considered for award. An outstanding contract in one where more than 20% of the value of the contract is not completed as per original contract deadline.		
15	Bidder must provide a letter stating any or no terminated or abandonment of projects. The letter must be dated within one month of the bid opening date. Contractors who were terminated due to defaulting on a contract will be considered ineligible for an award of contract for 12 months after the date of termination.		
16	Ownership and or possession of key equipment - the bidder must provide evidence to show that the key equipment are available in the specified number for the project; Ownership and or possession can be demonstrated by providing the licenses, purchase documents, registrations, agreement to lease <u>or</u> rent from a recognize leasing Agency, and/or affidavit of ownership; An agreement to lease or rent must be dated within one month of the bid opening. Affidavit of ownership must be duly signed by a commissioner of oaths or justice of peace and the list of equipment must be endorsed by same if it is supplied as an attachment to the affidavit		

NATIONAL PROCUREMENT
& TENDER ADMINISTRATION

05 AUG 2025

APPROVED

	List of minimum equipment	Quantity			
	Crane Truck	1			
	Mini Excavator	1			
	Concrete Mixer	1			
	Plate Compactor	1			
	Poker Vibrator	1			
	Scaffolding	10			

17	<p>Provision of qualification and experience of key personnel - the bidder must appoint an individual to fill the positions and provide detailed curriculum vitae for the key personnel.</p> <table><tr><th>Position of Key Personnel</th><th>Required qualification and experience</th></tr><tr><td>Civil Engineer</td><td>1 – 3 yrs experience in similar project</td></tr><tr><td>Engineering Technician/ Foreman</td><td>5 yrs experience in similar project</td></tr></table> <p>All appointed individuals must sign a letter consenting to the use of his/her CV by the bidder. Letters must be dated within one month of bid opening.</p>	Position of Key Personnel	Required qualification and experience	Civil Engineer	1 – 3 yrs experience in similar project	Engineering Technician/ Foreman	5 yrs experience in similar project	
Position of Key Personnel	Required qualification and experience							
Civil Engineer	1 – 3 yrs experience in similar project							
Engineering Technician/ Foreman	5 yrs experience in similar project							
18	<p>Bidder must submit a detailed work programme that is in keeping with the scope of works detailed in the bill of quantities. Evaluation of work programmes will take into consideration whether, inter alia, the following are included:</p> <p>1. Sequence of work- step by step, safe work sequence of the work and duration.</p> <p>Bidder must submit a method statement that is in keeping with the scope of works detailed in the bill of quantities. Evaluation of method statements will take into consideration whether, inter alia, the following are included:</p> <p>1. Brief description of works, tasks, processes.</p> <p>2. References to Occupational Health and Safety Standards.</p> <p>3. List of equipment to be utilised.</p>							



100

Page
ted

Name of Contracting Firm / Company, etc.

..... (Signed and Stamped)

Date

