

THE DEMOCRATIC SOCIALIST REPUBLIC OF SRI LANKA

Ocean University of Sri Lanka

Renovation Works of Vipula Mandiraya Building at Regional Centre Tangalle

Bid No: OCU/Ren/Vipula/2026/12

BIDDING DOCUMENT

(VOLUME I & II)

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Employer:

Vice Chancellor,
Ocean University of Sri Lanka,
Crow Island, Mattakkuliya, Colombo 15

(VOLUME – I)

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(VOLUME – I)

Please refer ICTAD Publication No. ICTAD/SBD/03 Standard Bidding Document for Procurement of Works, Minor Works, Second edition - January 2007, published by the Institute for Construction Training and Development (ICTAD) for Volume 1 for above documents.

This publication will not be issued with the Bidding Document.

Instructions to Bidders shall be read in conjunction with the Schedule provided under Section 5 of the Bidding Document (VOL -II)

Conditions of contract shall be read in conjunction with the Schedule provided under Section 5 of the Bidding Document (VOL -II)

VOLUME -II

INVITATION FOR BIDS

SECTION 4	- FORM OF BID AND QUALIFICATION INFORMATION
SECTION 5	- SCHEDULES
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SECTION 9	- STANDARD FORMS (BID)

INVITATION FOR BIDS

INVITATION FOR BIDS

Ocean University of Sri Lanka Renovation Works of Vipula Mandiraya Building at Regional Centre – Tangalle

01. **The Chairman, Regional Procurement Committee** on behalf of the **Vice Chancellor, Ocean University of Sri Lanka** now invites sealed bids from eligible and qualified bidders for Renovation works of Vipula Mandiraya Building at Regional Centre Tangalle.(OCU/Ren/Vipula/Tangalle/2026/12) with the approximate estimated cost of Rs. 7.6 million (excluding VAT).
 - a. The works consists of Painting Works, Roof Plumbing Works, plastering works, Carpentry works and as per the BOQ descriptions
 - b. The Construction Period is 45 days.
02. Bidding will be conducted through National Shopping Procedure.
03. To be eligible for contract award, the successful Bidder **shall not have been blacklisted and shall have the ICTAD registration as a main Contractor for Building works under the category of C8 or above.**
04. Qualification requirements to qualify for contract award include the followings;
 - {i} The minimum required average annual volume of construction work performed in **the last five years** shall be at least Sri Lankan **Rs.10 Million**
 - {ii} Completion of at least one project of as the main contractor of a similar nature and complexity to a value of **Rs7 Million** over last 5 years.
 - {iii} Minimum amount of liquid assets and/or credit facilities net of other contractual commitments shall be Sri Lankan **Rs.3 Million** which should be made available exclusively for this project.
05. Interested bidders may obtain further information from **Engineer (Works), Ocean University of Sri Lanka, Mattakkuliya, Colombo 15** and inspect the bidding documents at the address given below from **0900 hrs to 1500hrs.**
06. A complete set of Bidding Documents in English Language may be purchased by interested bidders on the submission of a written application to the **Ocean University of Sri Lanka, Crow Island, Mattakkuliya, Colombo 15. From 9.00 hrs. to 15.00 hrs** upon payment of non-refundable fee of **Rs. 1,000.00.** The method of payment will be in cash.
07. Bids shall be delivered in duplicate to the office of the **Procurement Committee, Ocean University of Sri Lanka, Crow Island, Mattakkuliya, Colombo 15**, on or before **11.00 hrs** on **08.10.2026** Late Bids will be rejected. Bids will be opened soon after closing, in the presence of the bidders' representatives who choose to attend.
08. All Bids shall be accompanied by a Bid Security of **Rs. 114,900.00** valid up to **11.01.2027**
09. Sealed bids shall be submitted on the forms available with the Procurement Documents. Duly completed bids together with the duplicate and the bid security should be inserted in a sealed envelope or packet and the top left-hand corner of each envelope or packet should be marked with the name of the tender. (Bid security should be submitted along with the original procurement document)
10. **A pre bid meeting** will be held on **1.30 hrs. On 28.09.2026 at Tangalle site.**
11. The Chairman of the Procurement Committee reserves the right to accept any one bid or reject any or all bids without giving any reason and its decision will be final and conclusive.

**Chairman,
Procurement Committee,
Ocean University of Sri Lanka,
Crow Island, Mattakkuliya, Colombo 15**

(VOLUME – II)

SECTION 4

FORM OF BID AND QUALIFICATION INFORMATION

FORM OF BID

FORM OF BID

**NAME OF CONTRACT: Renovation works of Vipula Mandiraya Building at
Regional Centre Tangalle**

**Chairman,
Procurement Committee,
Ocean University of Sri Lanka,
Crow Island, Mattakkuliya, Colombo 15**

1. Having examined the Standard Bidding Document – Procurement of Works – Minor Contracts (ICTAD/SBD/03 – Second Edition, January 2007) Conditions of Contract, Specifications, Drawings and Bills of Quantities and Addenda for the execution of the above named Works, we the undersigned, offer to execute and complete such Works and remedy any defect therein in conformity with the Conditions of Contract, Specifications, Drawings, and Bills of Quantities and Addenda for the sum of Sri Lankan Rupees
.....
.....plus VAT (SLR.
.....+ VAT), or such other sums as may be ascertained
in accordance with the said Conditions. (VAT payment is SLR.....)
2. We acknowledge that the contract data forms part of our Bid.
3. We undertake, if our Bid is accepted, to commence the Works as stipulated in the schedules, and to complete the whole of the Works comprised in the Contract within the time stated in the Schedule.
4. We agree to abide by this Bid for the period of **63calendar days** from the date fixed for receiving or any extended period and it shall remain binding upon us and may be accepted at any time before the expiration of that period.
5. Unless and until a formal agreement is prepared and executed, this Bid together with your written acceptance thereof shall constitute a binding contract between us.
6. We understand that you are not bound to accept the lowest or any Bid you may receive.

Dated thisday of2026 in the
capacity ofduly authorized to sign tenders for and
on behalf of..... **(IN BLOCK
CAPITALS)**

Name :
Designation :
Address :
Signature :

Witness

Name :
Designation:.....
Address :
Signature :

Name :
Designation:.....
Address.....
Signature.....

Non-collusion Declaration
(Relevant Reference to the Procurement Guidelines - 1.5)

I, the undersigned bidder/ bidder's representative/ bidder's agent, honestly, truthfully and solemnly declare that;

(a) I, nor any other member, agent or representative of the firm/ company/ corporation/ partnership/ sole proprietorship that I represent, have entered into any combination, collusion or similar agreement with any person in connection with the prices to be submitted by any person with respect to the invitation for bid;

(b) I, nor any person who represents me have acted to prevent any person from submitting a bid or to induce any person to refrain from submitting a bid in connection with the intention for bid (Bid No.....);

(c) This bid is not submitted in collusion with any other bid and is not made pursuant to any agreement, understanding or association with any other person in relation to such bid.

I declare that, I have not received and will not accept any discount, fee, reward, commission or anything of value, directly or indirectly, from any person, company or corporation in connection with the submission of this bid.

I further declare that, I have not given and will not give any discount, fee, reward, commission or anything of value, directly or indirectly, to any person, company or corporation in connection with the submission of this bid.

I, taking full responsibility for ensuring the absence of collusion, hereby pledge to abide by fair and ethical competitive practices throughout the entire procurement process and to fully comply with the relevant Procurement Guidelines issued by the National Procurement Commission.

I hereby declare that all the statements made by me above are true and correct.

.....
Signature of the Declarant

QUALIFICATION INFORMATION

Qualification information

(To be completed and submitted by the Bidder, with the Bid)

ICTAD Registration	
Registration number	(attached copies of relevant pages from the registration book)
Grade	C8 or above
Specialty	Building Works
Expiry Date	
Black listed Contractors	
Have you been declared as a defaulted contractor by NPA or any other agency? (Yes/No)	
IF yes provide details	
VAT Registration Number	
Construction Program	(attach as annex)
Legal Status	(attach relevant status copies, as annex)
Qualification and experience of key staff	Technical: 1. Superintendent (Civil) with NDT or equivalent and 3 years construction experience (Resident)
Other information requested under ITB Clause 4	- Average annual value of construction work performed in last five years shall be at least Rs. 10 million - The minimum amount of Liquid Assets and/or credit facilities required is Rs. 3 million. - Experience as a main Contractor in the construction of at least one contract of a similar nature and complexity to a value of Rs 7 Million

Signature of Bidder :

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SECTION 5

SCHEDULE

1.	1.1.8	Employer is:	Name: The Vice Chancellor, Ocean University of Sri Lanka, Crow Island, Mattakkuliya, Colombo 15.
		Benefiter is:	Name: Head of Department, Fisheries Faculty, Mahawela Road Tangalle, Ocean University of Sri Lanka,
	1.1.10	Engineer is:	Name: Engineer (Works) Ocean University of Sri Lanka, Crow Island, Mattakkuliya, Colombo 15.
1 & 13	1.1.21	Summary of Works	The works include Painting works, Roof Plumbing works, Carpentry works ,as specified in the Bills of Quantities and Drawings. Contract Name: Renovate Works of Vipula Mandiraya Building at Ocean University of Sri Lanka, Regional Centre – Tangalle Contract No : OCU/Ren/Vipula/2026/12
1	1.1.14	Intended Completion Date	Intended Completion Date is 45 Days from the Start Date
2.		Source of Funds	The source of funds is Government of Sri Lanka (GOSL)
3.		Eligibility	ICTAD registration required. Specialty: Civil (Building Construction) Grade: C08 or above as a main Contractor
12.		Documents of the Bid	The bid submitted by the bidder shall comprise the following: Enclosed in the envelope marked as "Original" (a). Duly filled and signed Form of Bid, Non- Collusion Declaration, and Qualification Information (b) Bid Security (c) Section 5 - Schedule; (d) Section 6 - Specifications; (e) Section 7 - Priced Bills of Quantities; (f) Any other information required to be completed and submitted by bidders as specified in the Schedule.

			(g) Audited financial reports for last five years Enclosed in the envelope marked as "Copy" (a) Duly filled and signed Form of Bid, Non- Collusion Declaration, and Qualification Information (b) Section 7 - Priced Bills of Quantities
13	10.10	Price Adjustment	The Contract is not subject to price adjustment in accordance with sub clause 10.10 of the condition of contract
16		Bid Security / Bid Securing Declaration	Bid shall include a Bid Security: For an amount of Rs. 114,900.00 valid up to 11.01.2027 an unconditional on demand guarantee issued by any commercial bank approved by the Central Bank of Sri Lanka, Guarantee issued by the Construction Guarantee Fund (CGF) or a cash deposit to the University main collection account, in favor of Vice Chancellor, Ocean University of Sri Lanka. Also attach the original of the cash receipt along the bid.
31.	4.4	Performance Security	The Performance Security may be in the form of an Irrevocable, unconditional, on-demand bank guarantee issued by a reputable commercial bank registered under the Central Bank of Sri Lanka. Alternatively, the Performance Security may be in the form of an irrevocable, unconditional, on-demand guarantee issued by the Construction Guarantee Fund (CGF). The amount of Performance Security is 5% of the Initial Contract Price. The Performance Security Shall be valid until 28 days beyond the Defects Notification period
	6.4	Late Completion	The amount to be paid is 0.05. % of Initial Contract Price per Day, subjected to maximum of 10% of Initial Contract Price.
	8.1	Notification of Defects	The period for Defect Notification is 365 Days from Taking Over.

	10.3	Retention	The amount of retention is 10% of certified work done. The maximum amount of retention is 5% of the Initial Contract Price.
32	10.12	Advance Payment	The amount of Advance Payment is 20% of Initial Contract Price (less provisional sums and contingencies) The Advance Payment Security shall be in the form of an irrevocable unconditional on demand bank guarantee issued by an acceptable reputed commercial bank registered under Central Bank of Sri Lanka. or on-demand guarantee issued by the Construction Guarantee Fund (CGF) The Advance Payment Security shall be valid until 28 days beyond the Intended Completion Date. Upon the payment of the advance payment in full the Employer shall return the original of the Advance Payment Security to the Contractor.
	13.1 (c)	Insurance, third party	The minimum amount for third party insurance and employees of the Employer and other persons engaged by the Employer in the Works is Rupees 300,000.00 per event and aggregated amount Rs. 600,000.00.
	13.1	Insurance for Contractor's Personnel	The minimum amount for Insurance for Contractor's Personnel is Rs. 300,000.00 per event and aggregated amount Rs. 600,000.00.
33.	1.1.11	Adjudicator	The Adjudicator proposed by the Employer is the Person appointed by CIDA from the Panel of Adjudicators.
	14.0	Resolution of Disputes	Fees and types of reimbursable expenses to be paid to the Adjudicator shall be on a case-to-case basis and shall be equally shared by the Contractor and the Employer.

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SECTION – 6

SPECIFICATIONS

SPECIFICATION

1. GENERAL

1.1 Scope of works

The works comprise the renovation of the Tangalle building, consisting of: (A) Preliminaries; (B) Painting work (external and internal walls, ceilings, timber doors, windows and valance boards); (C) Rectification of doors and windows including replacement of ironmongery; (D) Roof plumbing works in aluminum sheet; and (E) Masonry (removal and reinstatement of external pavement floor rendering).

1.2 Interpretation and precedence

This Specification shall be read together with the Conditions of Contract, the Bill of Quantities, the Drawings and the Pricing Preambles. In the event of conflict, the order of precedence shall be: (1) Conditions of Contract, (2) Drawings, (3) this Specification, (4) BOQ descriptions, unless the Engineer directs otherwise in writing. Item numbers in this Specification refer to the BOQ.

1.3 Standards and codes

Materials and workmanship shall comply with the latest editions of the following, or the equivalent approved by the Engineer:

- CIDA (ICTAD) Standard Specification for building works and ICTAD/ID/04 (2nd Edition, June 2009) for Preliminaries.
- Sri Lanka Standards (SLS) for cement, sand, paints, timber, aluminium sheet, brass and stainless steel components, where available; otherwise British Standards (BS) or equivalent ISO/EN standards.
- CIDA/ICTAD Standard Method of Measurement and the Pricing Preambles included in the bid document.
- Occupational Safety and Health requirements of Sri Lanka and the CIDA Contractor Safety guidelines.

1.4 Site conditions and site visit

The site is in a coastal (marine) environment. Bidders shall visit the site, inspect the existing building, and satisfy themselves regarding condition of surfaces, access, scaffolding needs, and the doors and windows to be repaired or replaced. No claim arising from failure to inspect will be entertained.

1.5 Approvals and submittals

The Contractor shall submit the following for the Engineer's written approval before ordering or commencing the relevant work:

No.	Submittal	Relevant BOQ	Timing
1	Paint specification, manufacturer's data sheets and method statement	B.01 – B.07	Before commencement of painting
2	Colour cards / sample boards (colours to match existing)	B.01 – B.07	Before painting
3	Method statement for rectification of doors and windows	C.01 – C.10	Before removal of any item
4	Samples of hinges, bolts, locks and casement stays with material certificates (brass / Grade 316 stainless steel)	C.10 – C.16	Before ordering
5	Aluminium sheet sample and shop drawings for gutters, flashings and downpipes	D.01 – D.03	Before fabrication
6	Mortar mix proposal and sample panel of floor finish	E.01	Before commencement
7	Construction programme, safety plan and scaffolding proposal	All	Before commencement

1.6 Quality of materials and workmanship

- All materials shall be new, of the best quality of their respective kinds, and delivered to site in original sealed containers with manufacturer's labels.
- Substitution of a specified brand by an "equivalent" requires prior written approval, with evidence of equivalence in performance and durability.
- Work shall be executed by skilled tradesmen under competent supervision, to the satisfaction of the Engineer. Defective work shall be removed and redone at the Contractor's cost.
- Existing features to remain shall be protected. Damage caused by the Contractor shall be made good at the Contractor's cost.

1.7 Scaffolding, safety and site management

Scaffolding shall be safe, stable, and fully included in the rates for B and, where required, C, D and E. The Contractor shall provide protective equipment, warning signs, and safe access. Waste shall be removed from site daily to approved disposal points. Public and building occupants shall be protected from dust, falling debris and paint fumes.

2. PRELIMINARIES (BOQ SECTION A)

2.1 Contractor's facilities (A.5, A.6)

- Temporary site office with staff rest room and toilets of adequate size, weatherproof, lit and ventilated, sited as agreed with the Engineer.
- Workshop and store for perishable materials (paint, cement, ironmongery) which is dry, secure and ventilated, with paint stored away from ignition sources.
- Facilities shall be maintained throughout the contract, then dismantled and removed with the site reinstated to the Engineer's satisfaction.
- Lump sums are supported by a rate analysis submitted by the Contractor.

3. PAINTING WORK (BOQ SECTION B)

3.1 Materials

- Paint system: Dulux or approved equivalent. External walls: anti-carbonation (elastomeric) system comprising crack-bridging primer, sealer and Powerflexx (or equivalent) finish coat, all from the same manufacturer.
- Internal walls and ceilings: emulsion paint over approved filler / wall putty, from the same manufacturer as the primer.
- Timber doors and windows: approved wood primer and enamel finish (gloss or as directed).
- Colours shall match the existing colours; the Engineer shall approve the colour selection from sample boards before painting starts.

3.2 Surface preparation

- Internal walls and columns: clean, remove loose paint, dust and efflorescence, repair defects, and sand smooth before applying the final finish.
- External walls and columns: pressure-wash or scrub to remove algae, salt deposits, loose paint and laitance; treat cracks and make the surface even and neat before priming.
- Timber: burn off or strip existing paint where flaking, sand smooth, stop and fill holes, knot and prime bare timber.
- Surfaces shall be dry (moisture content within the paint manufacturer's limit) before painting. No painting in rain or high humidity.

3.3 Application

System	Coats	Notes
External walls (B.01)	2 coats crack-bridging primer; 1 coat sealer; 2 coats Powerflexx or equivalent (5-coat system)	Apply cracks-filling with elastomeric filler first. Full coverage and DFT per manufacturer's data sheet.
Internal walls (B.02)	1 coat filler; 2 coats emulsion	Sand between coats. Design/colour as directed.
Ceilings (B.03)	As B.02 (filler and 2 coats emulsion)	BOQ description to be confirmed by Engineer (see Section 9).
Timber doors and windows (B.04 – B.06)	1 coat primer; 2 coats enamel	Remove existing paint and prepare smooth surface first.
Valance board (B.07)	As timber: 1 coat primer; 2 coats enamel	Scaffolding included in the rate.

- Apply with brush, roller or airless spray, as recommended by the manufacturer, in even coats free of runs, sags, brush marks and holidays.
- Observe the manufacturer's recoating intervals. Each coat shall be inspected by the Engineer before the next is applied.
- Protect glazing, floors, fixtures and ironmongery; clean off splashes immediately.
- Touch-up of the final coat shall be carried out after completion of all other trades.

3.4 Measurement and payment

Measured in m² (walls and ceilings), nr (doors and windows, both faces, complete with frames) and m (valance board). Rates include preparation, scaffolding, labour, tools and clean-up. Payment for B.04 – B.06 excludes repairs, which are paid under C.09 and C.10.

4. DOORS AND WINDOWS (BOQ SECTION C)

4.1 General

- Existing timber-framed panel doors (Type D1, approx. 1350 × 2800 mm) and windows (Type W1, approx. 1350 × 2000 mm; Type W2, approx. 700 × 2000 mm) shall be rectified to match the existing design and drawings.
- A method statement shall be approved before work starts. Removal and refixing shall not cause damage to frames, masonry or adjoining work.
- Removed items shall be tagged and stored safely on site. Items to be disposed of shall be removed from site as directed by the Engineer.
- All locks, hinges and accessories shall be replaced in accordance with this Specification.

4.2 Removal (C.01 – C.08)

- Doors and windows removed for repair shall be lifted carefully without damaging frames, glazing or panels, and kept for reinstallation.
- Where only sashes are removed (C.04, C.05), the frame shall remain undamaged.
- Decayed ironmongery (C.06 – C.08) shall be removed without damaging frames or sashes: for Type D1, 6 hinges, 2 barrel bolts, 1 lock, 1 door closer and fittings; for Types W1 and W2, 4 hinges, 2 barrel bolts, 2 fasteners, 2 casement stays and fittings.
- Waste shall be disposed of away from site.

4.3 Timber repairs (C.09, C.10)

- Replacement timber shall match the existing species, profile and dimensions; well-seasoned, free of sapwood, decay, splits and major knots, and treated with preservative where directed.
- Cut out decayed portions to sound timber; provide mortise-and-tenon or lapped joints, glued and pinned; plane flush and adjust for a smooth swing with a uniform clearance of about 2–3 mm.

- Doors and windows shall be realigned, squared and made to close properly. All work shall be to the Engineer's satisfaction.
- Paintwork is measured separately (Section B).

4.4 Ironmongery (C.10 – C.16)

All ironmongery shall be suitable for a marine environment, of approved quality, and comply with the following:

Item	Specification
Hinges (door and window)	Best-quality polished brass including rods, or Grade 316 stainless steel including centre rods; complete with matching screws, nuts and fixings. Size suitable for the leaf weight (door hinges typically 100 mm; window hinges to suit).
Barrel bolts (250 mm and 100 mm)	Polished brass or Grade 316 stainless steel, heavy pattern, with matching receiving keeps and fixings.
Double door locks	Non-corrosive (brass or stainless steel) mortise locks suitable for double-leaf doors, complete with keys (minimum 2 per lock), escutcheons and striking plates.
Window casement stays	Polished brass or Grade 316 stainless steel, with pins and fixings.
Fixings	Non-ferrous or stainless steel only. Ferrous screws or fixings shall not be used.

- Ironmongery shall be fixed accurately, recessed flush where applicable, with all screws fully driven and aligned. Samples shall be approved before bulk ordering.
- The Contractor shall provide a keying schedule and hand over all keys at completion.

4.5 Measurement and payment

Measured per number (nr) supplied/fixed or removed as described in the BOQ. Rates include labour, materials, fixings, transport, temporary protection and disposal of waste.

5. ROOF PLUMBING WORKS (BOQ SECTION D)

5.1 Materials

- Aluminium sheet: 1 mm thick, of approved quality and alloy suitable for exposure to marine conditions, free from stains, dents and surface defects. Finish (mill or pre-painted) as directed.
- Rainwater downpipes: 160 mm diameter, 1 mm thick aluminium, complete with brackets, clips, bends, joints and outlets.
- Fixings, sealants and rivets: aluminium, stainless steel or other non-corrosive materials only; sealant shall be a neutral-cure type compatible with aluminium. Contact with dissimilar metals shall be avoided or isolated.

5.2 Workmanship

- Flashings (D.02): 1 mm sheet bent to the detail profile, about 600 mm girth; one edge dressed over the roof sheeting, the other let into a raked-out chase in the brickwork and pointed. Laps shall be at least 150 mm and sealed.
- Gutters (D.03): 1 mm sheet formed to the detail profile, about 900 mm girth; fixed to a continuous support with a uniform fall to outlets (minimum 1:200). Joints shall be lapped/riveted and sealed to be watertight.
- Downpipes (D.01): fixed plumb, securely at maximum 1.5 m centres with standard clips, connected to gutter outlets with proper leaf guards and discharged to drains or shoes as directed.
- Rate shall include lifting, handling, weighing, rough and fair cutting, plumbing angles, straight cutting and forming.

5.3 Testing

Gutters and downpipes shall be tested by flooding with water in the presence of the Engineer. Any leaks shall be rectified and re-tested at the Contractor's cost.

5.4 Measurement and payment

Measured per linear metre along the centre line of the installed item, including all joints, brackets, fittings and fixings.

6. MASONRY (BOQ SECTION E)

6.1 Removal of existing floor cement rendering (E.01)

- Carefully break out and remove the existing cement rendering to the pavement floor around the building, avoiding damage to walls, plinths, drains and the sub-base.
- Dispose of all debris from site as directed by the Engineer.
- Prepare the substrate: clean, hack to key, remove loose material, wash and dampen, and make good levels to match existing floor levels.

6.2 New cement rendering

- Mortar: cement–sand 1:3 by volume, using ordinary Portland cement (SLS 107 or equivalent) and clean, sharp, salt-free river sand. Water shall be clean and fresh.
- Thickness: 25 mm (1 in.) laid in bays, finished smooth with neat cement float (cement coping finish). Provide falls to drainage as per existing levels.
- Cure the rendering for a minimum of 7 days by keeping it damp and shaded; protect from traffic until fully hardened.
- Cracks, hollow areas or poor bonding shall be cut out and redone.

Note: The BOQ contains the description for the new 1:3 rendering but has no quantity or rate against it. Refer to Section 9 (Clarifications).

6.3 Measurement and payment

Measured in m² of finished surface. The rate includes removal, disposal, preparation, new rendering, curing and making good.

7. INSPECTION, COMPLETION AND HANDOVER

- The Engineer shall inspect completed work, and any defects shall be listed and rectified before practical completion.
- Contractor shall clean the site and all surfaces, remove temporary works and surplus material, and submit as-built records, manufacturers' guarantees (paint, ironmongery) and keys.
- The Defects Liability Period shall be as stated in the Contract; defects appearing during this period shall be rectified at the Contractor's cost.

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SECTION – 7

BILL OF QUANTITIES & SCHEDULES

- **Preamble to the Bill of Quantities**
- **Bill of Quantities**
- **Day work Schedule**

PREAMBLE TO THE BILL OF QUANTITIES

01. Conditions of Contract, the Specifications and the Drawings are to be read in conjunction with the Bill of Quantities
02. The cost of complying with all conditions, obligations and liabilities described in the Conditions of Contract, Specifications and the Bill of Quantities including all overhead charges and profit in carrying out the work as shown on the Drawings shall be deemed to be spread over and included in the prices of sums stated by the Bidder in the Bill of Quantities unless separately measured.
03. If the Bidder fails to price any items in the Bill of Quantities then the cost of the work under such items shall be held to be spread over and included in the prices given against other items of work.
04. The quantities set out in the Bill of Quantities are provisional and cover the approximate scope of the work anticipated to be performed by the Contractor. The actual quantities used for final measurement purposes will be determined by the Engineer by measurement of the work completed by the Contractor.
05. When the trade names, brands and or catalogue numbers are referred to, sole preference to any material or equipment is not intended. Any other material or equipment may be used, provided that the characteristic of type, quality, appearance, finish, methods of construction and / or performance is superior than specified.
06. Whenever the method of measurement is not clear from the documents available, the principles as given in the Sri Lanka Standard 573, 1999 Method of Measurement of Building Works shall be applicable.
07. Selected tenderer shall comply with the arrangement of work in the buildings and be ready to work part by part as required by the Authorities of the Employer.
08. Tenderer should be pay special attention to the work to be carried out, causing minimum disturbance or hindrance to the normal functions and activities of the users of the Employer. The Bills of Quantities should therefore, be priced to reflect all factors that would affect the tender and the progress of the works.
09. Items in the Bill of Quantities marked “PROVISIONAL SUM” shall be executed if they are the subject of a written instruction from the Engineer. The rate/amount to be paid for works under Provisional Sum Items may be based on any one of the following methods or as approved by the Engineer.
 - (i) Rates as in B O Q Items where applicable.
 - (ii) Cost supported by purchase Bills from State Organizations or approved suppliers +20%
 - (iii) Amount Paid to the sub contractors as approved by the Engineer +20%
10. Imperial units are used throughout the Bill of Quantities for measurement purposes unless otherwise indicated. Abbreviations used in the Contact are as follows:

L.ft. - Linear Feet	ft ² - Square Feet	nr - Numbers
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Renovation Vipula Mandiraya Building at Regional Center Tangalle - Ocean University Sri Lanka

MAIN SUMMARY		
BILL NO	DESCRIPTION	AMOUNT
		Rs
BILL NO : A	PRELIMINARIES	
BILL NO : B	PAINTING WORKS	
BILL NO : C	DOORS AND WINDOWS	
BILL NO : D	ROOF PLUMBING WORK	
BILL NO : E	MASONRY	
(a)	Sub Total I	
(b)	Less: Provisional Sums	
(c)	Sub Total II	
(d)	Less Discount if any (.....%)	
(f)	Sub Total III	
(g)	Add: Provisional Sums	
Total estimated amount		-
Physical Contingencies (7.5%)		-
Administration Cost (3%)		-
Add: VAT (18%)		-
Grand Total Estimated Project Amount		-

Bidder's
Details

Signature of the Bidder
Date.....

Name and Address of the Bidder

Witness
Details

Signature of Witness - 1
Date.....
Name and Address of the Witness 1

Signature of Witness - 2
Date.....
Name and Address of the Witness 2

ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
A	PRELIMINARIES Refer ICTAD Publication No. ICTAD/ID/04 2nd Edition - June 2009				
	Note - Following Items to be price as appropriate				
	Insurance and Securities				
A.1	Provisional sum for providing a performance Security (Documents to be submitted)	PS			delete
A.2	Provisional sum for providing an advanced payment Security (Documents to be submitted)	PS			delete
A.3	Provisional sum for insurance of works, machinery and equipment, plant, materials, third party persons and properties and Employer's personnel and property at the site as per the contract. (Documents to be submitted)	PS			delete
A.4	Provisional sum for insurance against accidents and injury to contractor's personnel. (Documents to be submitted)	PS			delete
	Contractor's Facilities				
A.5	Allow lump sum for constructing, maintaining, dismantling and removal on completion of the Works, of a temporary site office of adequate size including staff rest room and toilets and other facilities for the Contractor's site management staff in accordance with the plans prepared by the Contractor and concurred by the Engineer. Contractor shall submit rate analysis comply with the amount of lump sum.	Item	1		
A.6	Allow lump sum for constructing, maintaining, dismantling and removal on completion of the Works of buildings to be used as workshops and stores for perishable materials. Buildings shall be constructed in accordance with the drawings prepared by the Contractor and concurred by the Engineer. The lump sum shall also include altering, modifying, or dismantling and re-erecting, within the site, all temporary buildings/structures if required. Contractor shall submit rate analysis comply with the amount of lump sum.	Item	1		
	SUB TOTAL				

ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	Note:				
	For the full description of materials and workmanship refer to the “Specification of Works”, “Pricing Preambles” and “Drawings”.				
B B.01	PAINTING WORK (a) Specifications for paint and method statement for application shall be submitted for approval. (b) Colours of paint shall be the same as the existing colours. Sample boards or colour cards shall be submitted for selection of colours. (c) Existing internal surfaces of walls and columns shall be cleaned, made smooth, and rendered free from defects before applying the final paint finish. (d) Existing external surfaces of walls and columns shall be cleaned, made even and neat, and rendered free from defects before applying the final paint finish. Prepare and apply anti-carbonation paint as directed (internally/externally) (Dulux or equivalent paint) Rate shall include for the provision, erection, and removal of all necessary scaffolding, including all associated labour, materials, tools, and equipment. Prepare and apply two coats of crack bridging primer and 5 coat paint system to external wall.(crack bridging 2coat, sealer 1coat and powerflexx 2coat)	m2	740.00		
B.02	Prepare and apply one coats of filler and two coats of emulsion paint to a design as directed. (internally).	m2	464.00		
B.03	Celling area	m2	146.25		
B.04	Existing Doors and Windows Re-paint existing timber doors and windows with one coat of primer and two coats of enamel paint as directed. Rate shall include for remove existing paint and prepare smooth surface to receive new paint. Timber framed timber panel double sash door, type D1 size 1350 x 2800mm (approx).	nr	17.00		
B.05	Timber framed timber panel double sash windows, type W1 size 1350 x 2000mm (approx).	nr	6.00		
B.06	Timber framed timber panel single sash windows, type W2 size 700 x 2000mm (approx).	nr	8.00		
B.07	Valance board around the building. Rate shall include for the removal of existing paint, preparation and smoothing of the surface to receive new paint, and the provision, erection, and removal of all necessary scaffolding, including all associated labour, materials, tools, and equipment.	m	100.00		
	SUB TOTAL				
C	DOORS AND WINDOWS				
	Rectification of Doors & Windows				
	(a) Method statement / Method of rectification should be submitted for approval (b) Rate shall include the cost of removal of sashes due to replacement of accessories if necessary (c) Rectification of Doors and Windows should be matched with the existing design and drawings (d) All locks, hinges and accessories should be replaced as per specifications (e) The Bidder are advised to visit the site and identify the doors and windows to be repaired/replaced				
	Remove door / window				
ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT

C.01	Carefully remove existing timber framed timber panel double sash door, type D1, size 1350 x 2800mm (approx.) and replaced from site as directed by the Engineer.	nr	17.00		
C.02	Carefully remove existing timber framed timber panel double sash windows, type w1, size 1350 x 2000mm (approx.) and replaced from site as directed by the Engineer.	nr	6.00		
C.03	Carefully remove existing timber framed timber panel single sash windows, type w2, size 700 x 2000mm (approx.) and replaced from site as directed by the Engineer.	nr	8.00		
	Remove part of door / windows				
C.04	Carefully remove existing sash of timber panel door without damaging door frame, type D1, size 725 x2400mm (approx.) and disposal away from site as directed by the Engineer.	nr	2.00		
C.05	Carefully remove existing sashes of glazed window type W1 without damaging door frame, size 1350 x1500mm (approx.) and disposal away from site as directed by the Engineer.	nr	2.00		
	Removal of Decayed Ironmongery				
C.06	Carefully remove existing decayed ironmongery from the Type D1 door without damaging the door frame or sashes, including 6 No. hinges, 2 No. barrel bolts, 1 No. lock, 1 No. door closer and	nr	17.00		
	associated fittings. Remove and dispose of all waste materials from site as directed by the Engineer.				
C.07	Carefully remove existing decayed ironmongery from the Type W1 window without damaging the window frame or sashes, including 4 No. hinges, 2 No. barrel bolts, 2 No. fasteners, 2 No. casement	nr	6.00		
	stays and associated fittings. Remove and dispose of all waste materials from site as directed by the Engineer.				
C.08	Carefully remove existing decayed ironmongery from the Type W2 window without damaging the window frame or sashes, including 4 No. hinges, 2 No. barrel bolts, 2 No. fasteners, 2 No. casement stays and associated fittings. Remove and dispose of all waste materials from site as directed by the Engineer.	nr	8.00		
	Repair Works – Timber Doors and Windows				
C.09	Repair and rectify the existing timber-framed, timber-panelled, glazed double-sash door, Type D1, approximately 1350 × 2800 mm, including cutting out and inserting replacement timber where required, adjusting and realigning components, and carrying out all other necessary improvements to the existing timberwork .Paintwork shall be measured separately. All works shall be carried out to the Engineer’s satisfaction and as directed by the Engineer.	nr	2.00		
C.10	Repair and rectify the existing timber-framed, glazed double-sash window, Type W1, approximately 1350 × 2000 mm, including cutting out and inserting replacement timber where required, adjusting and realigning components, and carrying out all other necessary improvements to the existing timberwork. Paintwork shall be measured separately. All works shall be carried out to the Engineer’s satisfaction and as directed by the Engineer.	nr	1.00		
ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	Ironmongery – Door and Window Furniture				
	General Requirements All ironmongery, fasteners and associated fittings				

	shall be of approved quality, manufactured from polished brass or other approved non-corrosive materials suitable for a marine environment, and shall comply with the specification. Hinges shall be of best-quality brass, including rods, or Grade 316 stainless steel, including center rods.				
C.10	Supply and fix non-corrosive door furniture comprising 250 mm high barrel bolts, complete with all necessary fittings and accessories. All components shall be suitable for a marine environment and comply with the specification, as directed by the Engineer.	nr	34.00		
C.12	Supply and fix non-corrosive door furniture comprising 100 mm high barrel bolts, complete with all necessary fittings and accessories. All components shall be suitable for a marine environment and comply with the specification, as directed by the Engineer.	nr	54.00		
C.13	Supply and fix non-corrosive door hinges, complete with nuts, fixings and all necessary accessories, suitable for a marine environment and in accordance with the specification and as directed by the Engineer.	nr	102.00		
C.14	Supply and fix non-corrosive double door locks, complete with all necessary fittings and accessories, suitable for a marine environment and in accordance with the specification and as directed by the Engineer.	nr	17.00		
C.15	Supply and fix non-corrosive window hinges, complete with nuts, fixings and all necessary accessories, suitable for a marine environment and in accordance with the specification and as directed by the Engineer.	nr	40.00		
C.16	Supply and fix non-corrosive window casement stays, complete with all necessary fittings and accessories, suitable for a marine environment and in accordance with the specification and as directed by the Engineer. Supply and fix non-corrosive window casement stays, complete with all necessary fittings and accessories, suitable for a marine environment and in accordance with the specification and as directed by the Engineer.	nr	20.00		
D	ROOF PLUMBING WORKS Rate shall include for:- Rate shall include for lifting, handling, weighting all rough and fair cutting, plumbing angles, normal straight cutting, forming.				
	Rainwater Downpipe				
D.01	Supply and fix 160 mm diameter 1mm thick aluminium rainwater downpipe, securely fixed to walls/columns with standard clips, including all necessary brackets, joints, fittings and accessories, complete in all respects.	m	20.00		
D.02	Provide and install 1 mm thick aluminium sheet flashings, bent to the required profile and shape, approximately 600 mm long, with one end dressed over the sheet covering and the other end dressed over the brick wall, all in accordance with the detail drawings and as directed by the Engineer.	m	75.00		
D.03	Provide and install 1 mm thick aluminium sheet gutters, bent to the required profile and shape, approximately 900 mm long. all in accordance with the detail drawings and as directed by the Engineer.	m	70.00		
	Rainwater Downpipe				
ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
D.01	Supply and fix 160 mm diameter 1mm thick aluminium rainwater downpipe, securely fixed to walls/columns with standard clips, including all necessary brackets, joints, fittings and accessories, complete in all respects.	m	20.00		

	SUB TOTAL				
E	MASONRY Rate shall include for:- Rate shall include for lifting, handling, weighting all rough and fair cutting, plumbing angles, normal straight cutting, forming rebated reveals and raking out joints for plastering.				
E.01	Removal of Existing Floor Cement Rendering Carefully remove the existing cement rendering to the payment floor around the building and dispose of all debris from site as directed by the Engineer. The rate shall include all necessary preparation and making good of the substrate to receive new cement rendering, including preparation to achieve the required finish and levels to match the existing floor level. 1:3 rendering cement 1"thick cement coping finish smooth with neat cement floating.	m2	80.00		
	SUB TOTAL				

DAY WORKS SCHEDULE

No	Description	Unit	Rate
	<u>Materials</u>		
1	Cement	50kg (bag)	
2	Sand	01 cube	
3	$\frac{3}{4}$ " Metal	01 cube	
4	Reinforcement (10mm dia)	01 kg	
5	Reinforcement (6mm dia)	01 kg	
6	Plywood sheet (8'x4')	01 Nos	
7	Bricks (9"tk)	01 Cube	
8	Brick Works (4 $\frac{1}{2}$ ")	01 Sq.ft	
9	Tile Adhesive	01 kg	
10	Tile Grout	01kg	
11	Aluminium works (Door or Partition)	01 Sq.ft	
	<u>Labour</u>		
12	Special Skilled Labour (Carpenter, Electrician, Pipe fitter, Heavy Equipment Operator, Aluminium Fabricator, Tiling)	1 Day	
13	Skilled Labour (Mason, Barbender, Painter, Welder, Mechanic, Glazier, Tinker, Sewerage Labourer)	1 Day	
14	Semi-Skilled Labour (Pump Attendant / Vibrator Operator / Gen-Set Operator etc.)	1 Day	
15	Semi-Skilled Labour (Asst. Mason / Asst. Carpenter / Asst. Bar Bender etc)	1 Day	
16	Unskilled Labour	1 Day	
	<u>Equipment</u>		
17	Hammer Demolition Machine	1 Day	
18	Concrete Breaker	1 Day	
19	Porker	1 Day	
20	Mixer machine	1 Day	
21	Iron Cutting Machine	1 Day	

Signature and seal of the Bidder:

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SECTION – 8

DRAWINGS

(VOLUME – II)

SECTION – 9

**STANDARD FORMS – BID
BID SECURITY**

STANDARD FORMS (BID)

Standard Forms (Bid) applicable to this contract are those given in Section 9 of the Standard Bidding Document for Procurement of Works, Minor Works, ICTAD Publication No. ICTAD/SBD/03, January 2007, published by the Institute for Construction Training and Development (ICTAD).

This publication will not be issued with the Bidding Document.

Standard Forms (Bid) shall be read in conjunction with the Schedule provided under Section 5 of the Bidding Document (VOL -II)

CHECK LIST

Check List for Bidders				
Bidders are advised to fill the following table				
ITEM	ITB Clause	YES (tick)	REFERENCE	
Form of Bid				
Addres to the Employer ?	18			
Completed	18			
Signed ?	18			
Bid Security Declaration Form (If required)				
Properly Filled and signed	16			
Bid Security (If Required)				
Addres to the Employer ?	16			
Format as required ?	16			
Issuing Agency as specified ?	16			
Amount as requested ?	16			
Validity 28 days beyond the validity of Bid ?	16			
Qualification Information				
All relevant information completed ?	4			
Signed ?	4			
Addendum				
Contents of the addendum (If any) taken in to account?	10			
Bid Package				
All the documents given in ITB clause 12 encloesd in the orginal and copy?	12			
ITB Clause 19 followed before sealing the Bid Package?	19			