

CONTRACTOR RESPONSE before submission of Bid

- This document is part of application for Bid Bond.
- Before bidding for any project advise you to visit the proposed site, after reading the press/tender/bid notice or/and going through the free document available with the Employer, to take down necessary notes to satisfy before purchasing the Bid Document.
- CGF is very much concerned about your bidding process & wish to obtain your information of the project and your approach before applying for a Bid Bond. In order to ascertain/ evaluate your plan at bidding stage and thereafter please mark “✓” or “✗”. If the question is not relevant due to type of the project or any other reason, mark zero (“0”)
- Please ensure to answer all.

CONTRACTOR : **DATE** :

CONTRACT NO :

Yes (✓), No (✗), Not relevant (0)

a) After reading the press notice

1. Is the project a mainly for maintenance or supply-----
2. Is the Employer Private Sector Enterprise-----
3. Do you have the required valid CIDA registration & grade-----
4. Are you fulfilling prequalification requirements -----
5. Do you intend to go for a Joint Venture (JV) -----
6. If yes to above No.5, please attach the JV agreement (BB could be issued in the name of the JV only)-----

b) After purchasing of the Tender Documents

1. Has the Employer issued a complete set of documents -----
2. Have you carefully gone through the tender document -----
3. Is the Employer Beneficiary-----
4. Has the Employer arranged a joint site visit/ meeting-----
5. Is a pre-bid meeting scheduled-----

c) Site visit

1. Have you visited the site-----
2. Is site visit jointly with Employer-----
3. Is project in one location -----
4. Is project in different locations-----
5. Is the project and your (head) office in same province -----

Site conditions

NOTE 01: Contractor is responsible for all what could be seen to his naked eye.

6. Can the proposed construction be accommodated at the proposed site -----
7. Do you have easy vehicular access to the site -----
8. If No,
 - i Any improvements to be made to the access road-----
 - ii construction of bypass/ alternate road necessary-----
9. Is head carry involved-----
10. Are there any obstructions, prior to/ while commencement of work/while project is in progress
 - i Felling & removing trees-----
 - ii Existing buildings to demolish-----
 - iii Rock outcrops -----
 - iv Places identified for disposal of waste/debris/excavated /surplus earth -----
 - v Removal of Utility services (Cables, pipes, etc.)-----

- 11. Is permit required from authorities to this project -----
- 12. Is the site: Steeply___ Sloping___ Flat___ Low line area___ Filled___ Marshy___ Unsuitable soil___
- 13. Is sufficient space available for office/ stores/ sanitary/ stacking of material -----
- 14. Is easy access to services available (electricity, water, etc.) -----
- 15. Is there any variation/ extra work prior to commencement-----
- 16. Adverse reactions of neighbors towards the project -----
- 17. Need extra precautions necessary to protect the site & material from others -----

Environmental conditions

- 18. Expected adverse climate during Construction -----
- 19. Is waste disposal & surface drainage available -----
- 20. Is Central Environmental Authority(CEA) report required to this project -----
- 21. Is Urban Development Authority(UDA) clearance required to this project -----

d) Prior to pre-bid meeting Notice to Employer

- 1. Have you identified any discrepancies/unclear/lack of info in Contract Documents-----
- 2. If yes, have you noticed the Employer-----

e) Pre-bid meeting

- 1. Have you attended the Pre-bid meeting -----
- 2. Did you clarify any issues identified in Contract documents
(short of documents, discrepancies, adverse conditions, drawings, your terms)-----
- 3. Is there any complex situation to prepare a realistic bid -----
- 4. Did you request to postpone the opening date for any reason-----

f) Before Bidding

1. Check in Bidding/Contract data

- i. Acceptance of CGF guarantees by the Employer -----
- ii. Performance Bond to cover Defect Liability Period (DLP) -----
- iii. the adjudicator impartial (Dispute Resolution) -----
- iv. Performance Bond exceed 5% of contract sum-----
- v. Contract subjected to the price adjustments/ fluctuations -----
- vi. Any restrictions on working hours -----

2. BOQ pricing

- i. Did you check whether there are any discrepancies in BOQ data -----
- ii. Have you checked whether the BOQ items conform to SLS 573 -----
- iii. Any items/ materials to import -----
- iv. Are there any provisions for preliminary items in the BOQ-----
- v. If no, did you build rate to cover the preliminaries -----
- vi. Did you care about the head office overhead -----
- vii. If you are not registered for VAT, did you add VAT in rate-----
- viii. Did you consider the price escalation when rating (If not subjected to) -----
- ix. Did you consider market, environment, health and safety conditions when rating -----
- x. Did you include an appropriate profit margin when pricing the BOQ -----

3. Are you planning to include your own terms when bidding

(Consider price fluctuation, dispute resolution, realistic contract period, mobilization advance, etc.)

If yes, explain

- a.
- b.

4. Any other, please write

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