

**DEMOCRATIC SOCIALIST REPUBLIC OF SRI LANKA**

**MINISTRY OF ENERGY**

**CEYLON PETROLEUM CORPORATION**

**DESIGN & BUILD A CONCRETE-STEEL COMPOSITE  
STRUCTURE FOR NEW PROJECT OFFICE AT CEYLON  
PETROLEUM CORPORATION – REFINERY**

**CONTRACT No.: REF-PD/WORKS/04/2021**

**BIDDING DOCUMENT**  
**(Volume 1A – 1B)**

**CEYLON PETROLEUM CORPORATION  
REFINERY DIVISION  
P.O.BOX.11  
KELANIYA  
SRI LANKA**

**TELEPHONE: +94112400427/2400684  
FAX: +94112400431/2400436**



**CEYLON PETROLEUM CORPORATION**

**REFINERY DIVISION**

**TENDER NOTICE**

**TENDER FOR DESIGN & BUILD A CONCRETE-STEEL COMPOSITE STRUCTURE  
FOR NEW PROJECT OFFICE AT CEYLON PETROLEUM CORPORATION –**

**REFINERY –**

**REF -PD / WORKS /04/ 2021**

Department Procurement Committee (DPC), Ceylon Petroleum Corporation (CPC) invites bids for **Design & Build a Concrete-Steel Composite Structure for New Project Office at Ceylon Petroleum Corporation – Refinery**, Sapugaskanda, Kelaniya.

To be eligible for awarding the Contract, the successful bidder shall not have been blacklisted and shall have complied with the eligibility and qualification criteria stated in the Bidding Document.

Due to the Covid-19 pandemic, the bidders can download the bidding document from CPC website, i.e - <http://ceypetco.gov.lk/public-tenders/>. The bidder should pay a non-refundable fee of Rs.15,000.00 (Rs.13,888.89 + 8% VAT) to the Account No. 004100110208633 of Ceylon Petroleum Corporation of People's Bank (Head Office) and the payment receipt should be submitted along with the Bid.

The Bid will be closed at 1430 hrs. on 10.02.2022 and opened at the Office of Manager (Procurement & Stores), Ceylon Petroleum Corporation, No. 609, Dr. Danister De Silva Mawatha, Colombo 09 immediately after closing time of the Bid.

Clarifications (if any) shall be sought from the under mentioned Telephone/Fax numbers.

**Chairman**

Department Procurement Committee,  
C/o. Deputy Refinery Manager (Maintenance & Projects)  
Ceylon Petroleum Corporation,  
Refinery Division,  
Sapugaskanda,  
Kelaniya,  
Telephone : + 94 11 2400684 / 2400427 / 2400431  
Fax : + 94 11 2400684 / 2400431/ 2400436

**CONTENTS**

	<b>Page No</b>
<b>VOLUME 1(A)</b>	
Section I-Instruction to Bidders	5 - 6
Section III-Condition of Contract	7 - 8
Section V-Standard Forms	9 - 16
<b>VOLUME 01 (B)</b>	
Invitation for Bids	19 - 20
Section II-Bidding Data	21 - 27
Section IV-Contract Data	28 - 31
Section VI- Employer's Requirement	32 - 47
Section VII (a)- Form of Bid	48 - 49
Section VIII(a)-Schedules –related to General Information (Schedules A1-A6)	50 - 58
Check List	59

# **Volume 1 A**

## **Volume 1 A**

<b>Content</b>	<b>Page</b>
Section I-Instruction to Bidders	5 - 6
Section III-Condition of Contract	7 - 8
Section V-Standard Forms	9 - 16

**SECTION - I**

**INSTRUCTIONS TO BIDDERS**

## **SECTION - I**

### **INSTRUCTIONS TO BIDDERS**

Instructions to Bidders applicable to this contract shall be those given in Section-1 of the Standard Bidding Document, Procurement of Works, Design and Build Contract, ICTAD Publication No. ICTAD/SBD/04, First Edition (Reprinted with amendments), May 2003, published by the Construction Industry Development Authority (CIDA), “Savsiripaya”, 123, Wijerama Mawatha, Colombo 07.

This publication will not be issued with the Bidding Document and the Bidder is advised to purchase it from CIDA.

Instructions to Bidders shall be read in conjunction with the Bidding Data provided under Section-V (Volume 1 B) of the Bidding Document.

**SECTION - III**

**CONDITIONS OF CONTRACT**



## **SECTION - III**

### **CONDITIONS OF CONTRACT**

Conditions of Contract applicable to this Contract shall be those given in Section-III of the Standard Bidding Document, Procurement of Works, Design and Build Contracts, ICTAD Publication No. ICTAD/SBD/04, First Edition (Reprinted with amendments), May 2003, published by the Construction Industry Development Authority (CIDA), “Savsiripaya”, 123, Wijerama Mawatha, Colombo 07.

This publication will not be issued with the Bidding Document and Bidder is advised to purchase it from CIDA.

Conditions of Contract shall be read in conjunction with Contract Data provided under Section-IV (Volume 1 B) of the Bidding Document, which shall take precedence over the conditions of contract.

**Section –V**  
**Standard Forms**

***Notes on Standard Forms:***

- *Bidders shall submit the completed form of Bid security in compliance with the requirement of the bidding documents.*
- *Bidders should not complete the Form of Agreement at the time of preparation of bids. The successful bidder will be required to sign the Form of Agreement, after the award of contract. Any corrections or modifications to the accepted bid resulting from arithmetic corrections, acceptable deviations, or quantity variations in accordance with the requirements of the bidding documents should be incorporated into the Agreement.*
- *The Form of Performance Security, Form of Advance Payment Security and form of Retention Money Guarantee should not be completed by the bidders at the time of preparation of bids. The successful bidder will be required to provide these securities in compliance with the requirements herein or as acceptable to the Employer.*

**FORM OF BID SECURITY**

Where as, .....[*name of the bidder*] (hereinafter called and referred to as “the Bidder”) has submitted its Bid dated ..... [date] for the **Design & Build a Concrete-Steel Composite Structure for New Project Office at Ceylon Petroleum Corporation – Refinery** (hereinafter called and referred to as "the Bid").

KNOW ALL PEOPLE by these presents that WE ..... [*name of organization*] having our registered office at .....(hereafter called and referred to as “the Guarantor”), are bound unto .....[*name of the Employer*] (hereinafter called and referred to as “the Employer”) in the sum of Sri Lankan Rupees .....for which payment well and truly to be made to the said Employer. The Guarantor binds itself, its successor, and assignees by these presents.

SEALED with the Common Seal of the said Guarantor this ..... Day of ..... 20.....

THE CONDITIONS of this obligation are:

- 1. If the Bidder withdraws its Bid during the period of bid validity specified in the bidding documents; or
- 2. If the Bidder refuses to accept the correction of errors in its Bid; or
- 3. If the Bidder, having been notified of the acceptance of its Bid by the Employer, during the period of bid validity, fails or refuses to:
  - (a) execute the Form of Contract Agreement; or
  - (b) furnish the Performance Security, in accordance with the Instruction to Bidders

We undertake to pay the Employer up to the above amount upon receipt of its first written demand, without the Employer having to substantiate its demand, provide that in its demand the Employer will note that the amount claimed by it is due to it, owing to the occurrence of one or more of the above conditions, specifying the occurred condition or conditions.

This Guarantee will remain in force up to and including twenty-eight (28) days after the period of bid validity, and any demand in respect thereof should be received by us no later than the above date.

DATE..... SIGNATURE OF THE GUARANTOR.....

WITNESS..... SEAL

.....  
(Signature, Name, and Address)

**Notes on Form of Letter of Acceptance**

*The Letter of Acceptance will be the basis for formation of the Contract as described in Clause 31 of the Instructions to Bidders. This Form of Letter of Acceptance should be filled in and sent to the successful bidder only after evaluation of Bids and after obtaining approval from the relevant authority.*

**FORM OF LETTER OF ACCEPTANCE**

*[Letter head paper of the Employer]*

.....[date]

To : .....

*[name of the Contractor]*

.....

*[address of the Contractor]*

This is to notify you that your bid dated ..... for design, construction and remedying defects of the **Design & Build a Concrete-Steel Composite Structure for New Project Office at Ceylon Petroleum Corporation – Refinery** (Contract No:.....) for the Contract price of Rupees ..... *[amount in numbers and words]* as corrected in accordance with Instructions to Bidders and/or modified by a Memorandum of Understanding, is hereby accepted.

The adjudicator shall be .....

You are hereby instructed to proceed with the execution of the said Works in accordance with the Contract documents.

The Start Date shall be.....*(fill the date as per Clause 8.1 of Conditions of Contract).*

The amount of Performance Security is .....*(fill the date as per Clause 4.2 of Conditions of Contract).*

The deadline for submission of Performance Security is ..... *(fill the date as per Clause 4.2 of Conditions of Contract).*

Authorized Signature : .....

Name and title of Signatory : .....

Name of Agency : .....

**FORM OF CONTRACT AGREEMENT**

**This Agreement** made the ..... [day] of ..... [month] 20..... [year], between Ceylon Petroleum Corporation -Refinery Division, P.O.Box.11, Kelaniya. (hereinafter called and referred to as "the Employer") of the one part, and .....[name and address of Contractor] (hereinafter called and referred to as "the Contractor"), of the other part :

**Whereas** the Employer desires that the Contractor design and execute **Design & Build a Concrete-Steel Composite Structure for New Project Office at Ceylon Petroleum Corporation – Refinery** (Contract No: ) (hereinafter called and referred to as "the Works") and the Employer has accepted the Bid by the Contractor for the design, execution and completion of such Works and remedying of any defects therein.

**The Employer and the Contractor agree as follows:**

- 1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Contract hereinafter referred to.
- 2. In consideration of the payments to be made by the Employer to the Contractor as indicated in this Agreement, the Contractor hereby covenants with the Employer to design, execute and complete the Works and remedy any defects therein in conformity in all respects with the provisions of the Contract.
- 3. The Employer hereby covenants to pay the Contractor in consideration of the design, execution and completion of the Works and remedying any defects therein, 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.

**In Witness** whereof the parties hereto have caused this Agreement to be executed the day and year aforementioned in accordance with laws of Sri Lanka.

.....  
**Authorized signature of Contractor**

.....  
**Authorized signature of Employer**

SEAL

SEAL

In the presence of :  
Witnesses :

- 1. Name and NIC/Passport No. ....  
Signature.....  
Address .....
- 2. Name and NIC/Passport No. ....  
Signature.....  
Address .....

**FORM OF PERFORMANCE GUARANTEE  
(Unconditional)**

NUMBER : ..... DATE : .....  
SUM GUARANTEED : .....

To: ..... [name of Employer] (hereinafter called and referred to as “the Employer”)  
..... [address of Employer]

Whereas ..... [name and address of Contractor] (hereinafter called and referred to as “the Contractor”) has undertaken, in pursuance of contract No. ....dated ..... to execute **Design & Build a Concrete-Steel Composite Structure for New Project Office at Ceylon Petroleum Corporation – Refinery** (hereinafter called and referred to as "the Contract");

**And Whereas** it has been stipulated by the Employer in the said Contract that the Contractor shall furnish the Employer with a Guarantee issued by a recognized organization for the sum specified therein as security for compliance with its obligations in accordance with the Contract.

**And Whereas** we have agreed to give the Contractor such a Guarantee;

**Now Therefore** we hereby affirm that we are the Guarantor and responsible to you, on behalf of the Contractor, up to a total of Sri Lankan Rupees .....[amount of guarantee] ..... [amount in words], such sum being payable in the type and proportions of currencies in which the Contract Price is payable, and we undertake to pay the Employer, upon the Employer’s first written demand and without cavil or objection, any sum or sums within the said amount as aforesaid without the Employer’s needing to prove or to show grounds or reasons for the Employer’s demand for the sum specified therein.

We hereby waive the necessity of the Employer’s demanding the said debt from the contractor before presenting us with the demand.

We further agree that no change or addition to or modification of the terms of the Contract or of the Works to be performed thereunder or of the Contract documents which may be made between the Employer and the Contractor shall in any way release us from any liability under this guarantee, and we hereby waive notice or any such change, addition or modification.

This guarantee shall be valid until the date of issue of the Performance Certificate.

Signature and the Seal of the Guarantor : .....

Name of the Organization : .....

Address : .....

Date : .....

Witness : .....

# FORM OF GUARANTEE FOR MOBILISATION ADVANCE PAYMENT

NUMBER : ..... DATE : .....  
SUM GUARANTEED : .....

To: ..... [name of Employer] (hereinafter called and referred to as “the Employer”)  
..... [address of Employer]

## **Design & Build a Concrete-Steel Composite Structure for New Project Office at Ceylon Petroleum Corporation – Refinery**

In accordance with the provisions of the Conditions of Contract, Sub-Clause 14.2 (Advance Payment) of the above mentioned contract ..... [name and address of Contractor] (hereinafter called and referred to as “the Contractor”) shall deposit with the Employer a guarantee acceptable to the Employer to guarantee his proper and faithful performance under the said Contract in and amount of ..... [amount of guarantee] ..... [amount in words]

We, the ..... [name and the address of the organization], as instructed by the contractor, agree unconditionally and irrevocably to guarantee as primary obligator and not as surety merely, the payment to the Employer on his first demand without whatsoever right of cavil and objection on our part and without the Employer’s needing to prove or to show grounds or reasons for the Employer’s demand for the sums specified therein and without his first claim to the Contractor, in the amount not exceeding Rupees ..... [amount of guarantee] ..... [amount in words] such amount to be reduced periodically by the amounts recovered by the Employer from the proceeds of the contract.

We further agree that no change or addition to or modification of the terms of the Contract or of the Works to be performed thereunder or of the Contract document which may be made between the Employer and the Contractor shall in any way release us from any liability under this guarantee, and we hereby waive notice or any such change, addition or modification.

No drawings may be made by the Employer under this guarantee until we have received notice in writing from the Employer that an advance payment of the amount listed above has been paid to the Contractor pursuant to the Contract.

This guarantee shall remain valid and in full effect from the date of the advance payment received by the Contractor under the Contract until the Employer receives full repayment of the same amount from the Contractor.

Signature and the Seal of the Guarantor : .....

Name of the Organization : .....

Address : .....

Date : .....

Witness : .....



**FROM OF RETENTION MONEY GUARANTEE**

NUMBER : ..... DATE : .....  
SUM GUARANTEED : .....

To: ..... [name of Employer] (hereinafter called and referred to as “the Employer”)  
..... [address of Employer]

Whereas, it has been stipulated by the Employer in clause 14.7 of the Contract that he would release to the contractor the full sum mentioned under the contract in pursuance of clause 14.7, on the contractor furnishing an unconditional guarantee acceptable to the Employer to the full value of the retention money, valid up to 28 days beyond the end of the Defect Notification Period.

We ..... [name and address of Guarantor]  
as instructed by the Contractor, unconditionally and irrevocably, guarantee to pay the Employer upon the Employer’s first written demand and without cavil or objection, any sum of sums within the said amount as aforesaid without the Employer’s needing to prove or to show grounds or reasons for the Employer’s demand for the sums specified therein and the said amount of Rupees ..... [amount of guarantee] ..... [amount in words] in the event the contractor fails to carry out his obligations to rectify defects which he is responsible to rectify under the contract.

This guarantee shall be valid up to ..... [date]

Signature and the Seal of the Guarantor : .....

Name of the Organization : .....

Address : .....

Date : .....

Witness : .....

**Volume 1 B**

## **Volume 1 B**

<b>Content</b>	<b>Page</b>
<b>VOLUME 01 (B)</b>	
Invitation for Bids	19 - 21
Section II-Bidding Data	22 - 28
Section IV-Contract Data	29 - 32
Section VI- Employer's Requirement	33 - 84
Section VII (a)- Form of Bid	85 - 86
Section VIII(a)-Schedules –related to General Information (Schedules A1-A6)	87 - 95
Check List	96

**DEMOCRATIC SOCIALIST REPUBLIC OF SRI LANKA**  
**MINISTRY OF ENERGY**  
**CEYLON PETROLEUM CORPORATION**

**Invitation for Bids**

**DESIGN & BUILD A CONCRETE-STEEL COMPOSITE STRUCTURE FOR NEW PROJECT  
OFFICE AT CEYLON PETROLEUM CORPORATION – REFINERY**

**Contract No: REF-PD/WORKS/04/2021)**

1. The Chairman, Departmental Procurement Committee Major (DPC Major) on behalf of the Ceylon Petroleum Corporation of Sri Lanka invites sealed bids from eligible and qualified bidders for the “**Design & Build a Concrete-Steel Composite Structure for New Project Office at Ceylon Petroleum Corporation – Refinery.**”
2. Bidding will be conducted through **National Competitive Bidding Procedure.**
3. To be eligible for contract award, the successful bidder shall not have been blacklisted and shall have Registration with CIDA in the field of **Building Construction C4 or above** and **Heavy Steel Fabrications EM1 or above** at the time of the submission of the Bid.
4. The construction period for this bid is **150 Days**
5. Interested Bidders may obtain further information from Deputy Refinery Manager (Maintenance & Projects), Ceylon Petroleum Corporation, Refinery Division, P.O.Box.11, Kelaniya over the phone number **0112400427 / 0112400684** and Bidding Documents may be inspected free of charge at the office of the Deputy Refinery Manager (Maintenance & Projects), Ceylon Petroleum Corporation, Refinery Division, P.O.Box.11, Kelaniya.
6. A complete set of Bidding documents in English language may be purchased by interested bidders on the submission of a written application on a business Letterhead to the **Deputy Refinery Manager (Maintenance & Projects), Ceylon Petroleum Corporation, Refinery Division, P.O.Box.11, Kelaniya, Sri Lanka**, from **11/01/2022** until **02/02/2022** from 09:00 hours to 15:00 hours on normal working days upon payment of a non-refundable tender fee of Rs.15,000/- plus applicable VAT in cash.
7. Sealed Bids shall be delivered to the office of the Manager (Procurement & Stores), Ceylon Petroleum Corporation, 609, Dr. Danister De Silva Mawatha, Colombo 09, Sri Lanka on or before **1430 hrs. on 10/02/2022**. Late Bids will be rejected. Bids will be opened soon after closing in the presence of the Bidders’ representatives who choose to attend.

8. Pre Bid Meeting will be held at **0930**. hrs. on **03/02/2022**. at the Main Conference Room of CPC Refinery Ceylon Petroleum Corporation, Refinery Division, P.O.Box.11, Kelaniya, Sri Lanka. Site visit shall be arranged after the pre-bid meeting.
9. All Bids shall be accompanied by a bid security of **Rupees 700,000/=**and valid up to 121 days from the date of opening of bids.

**Chairman**

Departmental Procurement Committee Major (DPC Major),  
Ceylon Petroleum Corporation.

## **Section II**

### **Bidding Data**

## **BIDDING DATA**

The Bidding Data is a part of Instructions to Bidders and should be read in conjunction with the Instructions to Bidders in ICTAD Publication No. ICTAD/SBD/04, First Edition (Reprinted with amendments), May 2003, published by the Construction Industry Development Authority (CIDA), “Savsiripaya”, 123, Wijerama Mawatha, Colombo 07.

If there is a discrepancy found in the Instructions to Bidders and the Bidding Data, the Content in the Bidding Data shall supersede the Content in the Instructions to Bidders.

Item	Sub- Clause	Entry						
<b>Employer's Name and Address</b>	1.1 & 9.1	<p>The Employer is Name : <b>Ceylon Petroleum Corporation</b></p> <p>Address: <b>Ceylon Petroleum Corporation-Refinery Division, P.O.Box.11, Kelaniya, Sri Lanka</b></p>						
<b>Scope of Works</b>	1.1	<p>Design, Supply and installation of new project office, as per the section VI – Employer’s requirement</p> <p>Located at Oil Refinery, Sapugaskanda.</p>						
<b>Time for Completion</b>	1.2	<p>The Time for Completion for the whole of Works shall be <b>150 days</b></p>						
<b>Delay damages for the Works</b>	1.2	<p>The delay damages for the whole of the Works shall be 0.5% of the initial Contract Price per Day.</p> <p>The maximum amount of delay damages for the whole of the Works shall be 10 % of the Initial Contract Price.</p>						
<b>Defects Notification Period</b>	1.2	<p>Defects Notification Period is 365 Calendar Days from Employer’s Taking over.</p>						
<b>Source of Funds</b>	2.1	<p>The source of funds is Ceylon Petroleum Corporation.</p>						
<b>CIDA (ICTAD) registration required</b>	3.1	<table border="1" data-bbox="609 1176 1461 1323"> <thead> <tr> <th data-bbox="609 1176 1161 1228"><b>Specialty</b></th> <th data-bbox="1161 1176 1461 1228"><b>Grade</b></th> </tr> </thead> <tbody> <tr> <td data-bbox="609 1228 1161 1270">Building Construction</td> <td data-bbox="1161 1228 1461 1270">C4 or above</td> </tr> <tr> <td data-bbox="609 1270 1161 1323">Heavy Steel Fabrication</td> <td data-bbox="1161 1270 1461 1323">EM1 or above</td> </tr> </tbody> </table>	<b>Specialty</b>	<b>Grade</b>	Building Construction	C4 or above	Heavy Steel Fabrication	EM1 or above
<b>Specialty</b>	<b>Grade</b>							
Building Construction	C4 or above							
Heavy Steel Fabrication	EM1 or above							
<b>Qualification Information</b>	3.1	<p>The following information shall be provided in Section VIII:</p> <ul style="list-style-type: none"> <li>• ICTAD registration (if any) <ul style="list-style-type: none"> <li>Registration number _____</li> <li>Grade _____</li> <li>Specialty _____</li> </ul> </li> <li>• VAT registration number _____</li> <li>• Attach construction program</li> <li>• Attach legal status (Sole proprietor, Partnership, Company etc.)</li> <li>• Attach authentication for signatory</li> <li>• Total monetary value of construction work performed for each of the last five years.</li> <li>• Experience in works of a similar nature and size for each of the last five years,</li> </ul>						



- Construction equipment
- Staffing
- Attach Work plan and methods;

<b>Average annual volume of construction work performed in last five years</b>	4.3(a)	Average annual volume of construction work performed in last five years shall be at least <b>Sri Lanka Rupees Three Hundred and Eighty three Million (LKR 383 Million)</b>
<b>Experience as prime contractor</b>	4.3(b)	Should have experience as a contractor in the design & construction of a nature and complexity similar to the Works. At least two completed project in similar capacity during last five years
<b>Essential equipment</b>	4.3(c)	Proposals for the timely acquisition (own, lease, hire, etc.) of the following minimum required essential equipment shall be entered in Schedule A6 of Section VIII “Schedules”. Excavator/JCB, surveying Equipment, Crane, Welding generators etc.
<b>Experience of Construction Team</b>	4.3(d)	A Construction Manager with five years’ experience in works of an equivalent nature and volume, including not less than three years as Manager.  Site engineers with BSc. Engineering degree in Civil Engineering with at least 3 years post qualified experience.  Engineer assistance with NDT or equivalent qualification with at least 5 years post qualified experience.
<b>Qualification and experience of proposed design team members</b>	4.3(e),  4.3(f)	4.3(e), Design team shall consist at least one in each of following engineering disciplines having participated in similar capacity project in full time for design within last two years  4.3(f) <ul style="list-style-type: none"> <li>• Chartered structural engineer with 5 years post qualified experience.</li> <li>• MEP Engineer with BSc. Engineering degree or equivalent with 5 years post qualified experience.</li> <li>• Chartered Architecture with B ARCH. Degree or equivalent with 5 years post qualified experience.</li> </ul>
<b>Liquid assets and/or credit facilities required Bid price</b>	4.3(g)	The minimum amount of liquid assets and/or credit facilities, net of other contractual commitments and exclusive of any advance payments, which may be made under the Contract, until Project Completion Date, shall be not less than Sri Lanka Rupees Sixty Three Million. (LKR 63 Million).

<b>Bid price</b>	13.3	VAT components shall not be included in the rates. The amount written in the Form of Bid shall be without VAT. However VAT component shall be shown separately at the end of the price schedule summary.
<b>Contract is subjected to price adjustment for fluctuation of prices</b>	13.4	The Contract is <b>not subject to price adjustment</b> in accordance with Clause 13.7 of the Conditions of Contract.
<b>Bid Validity period</b>	15.1	The Bids shall be valid up to <b>ninety one (91) days from the date of closing of the bid</b>
<b>Amount of Bid security</b>	16.1	The Amount of Bid Security LKR 700,000 (Sri Lanka Rupees Seven Hundred Thousand Only)
<b>Validity of Bid Security</b>	16.2	The Bid Security shall be valid up to <b>Hundred and Twenty One (121) days from the date of closing of the bid.</b>
<b>Pre-Bid meeting</b>	17.1	Pre Bid meeting will be held At the Main Conference Room of CPC Refinery, P.O.Box.11, Kelaniya,, Sri Lanka. Site visit shall be arranged after the pre-bid meeting. Date <b>03/02/2022</b> Time <b>0930 hrs.</b>
<b>Sealing and marking of Bids</b>	19.2	The following information also shall be included in the inner covers of envelope marked as "Envelope 1-Preliminary Information":  (i) Schedule, "Annual turn-over Information"; (ii) Schedule, "Adequacy of Working capital"; (iii) Schedule, "Construction experience in last five years (iv) Schedule, "Major items of construction equipment proposed", (v) Schedule, "Current Contract Commitments"

- 19.3 The following information also shall be included in the inner cover of envelope marked as "Envelope 2-Design/Technical Proposal":
- (i) Schedule, "Team composition and Task assignment",
  - (ii) Curriculum Vitae of Key staff;
  - (iii) Schedule, "Time Schedule for key staff"
  - (iv) Work program (Design related activities);
  - (v) Work program (Construction related activities);
  - (i) Work program (Construction related activities);

- 19.4 The following information also shall be included in the inner cover of envelope marked as "Envelope 3-Financial Proposal"
- (i) Daywork rates schedule
  - (ii) Schedule, "Overhead and profit percentage for Provisional Sum activities";

- 19.5(a) The Employer's address for the purpose of Bid submission is
- The Chairman, Departmental Procurement Committee Major (DPC Major),  
C/O Manager (Procurement & Stores),  
Ceylon Petroleum Corporation,  
609, Dr. Danister De Silva Mawatha,  
Colombo 09,  
Sri Lanka**

- 19.5(b) Contract name : Design & Build a Concrete-Steel Composite Structure for New Project Office at Ceylon Petroleum Corporation – Refinery.

Contract No.       **REF-PD/WORKS/04/2021**

- 20.1 The deadline for submission of Bids shall be

Date **10/02/2022.**       Time : **1430 hrs.**

The Time, Date and Location for bid opening is :

Date : **10/02/2022.**       Time : **1430 hrs.**

**Deadline  
for  
submission  
of Bids**

**Location :**

**Manager (Procurement & Stores),  
Ceylon Petroleum Corporation, 609,  
Dr. Danister De Silva Mawatha,  
Colombo 09,  
Sri Lanka**

<b>Evaluation and comparison of Bids</b>	27.0	For evaluation and comparison of Bids <b>Option A</b> is selected.  The Point System for the 6 criteria stipulated in Sub-Clause 27.4 of ITB will be used for evaluation of Technical Proposals. The Bids score more than Minimum Required Points will only be considered for the evaluation of the Price Proposals.
<b>Correction of errors</b>	(28.1)c	Sub-Clause 28.1(c) not modified.
<b>Correction of errors</b>	(28.1)d	Sub-Clause 28.1(d) is applicable.
<b>Amount of Performance Security</b>	32.1	The standard form of Performance Security acceptable to the Employer shall be a Bank Guarantee from a commercial bank operating in Sri Lanka approved by Central Bank of Sri Lanka. The amount of Performance Security is 5% of the Initial Contract Price.  However, a) if the bid value is 11% to 19% less than the engineer's estimate, the performance bond should be increased by 5%. b) if the bid value is 20% to 29% less than the engineer's estimate, the performance bond should be increased by 10%. c) if the bid value is 30% or higher percentage less than the engineer's estimate, the bid will be rejected.
<b>Percentage of retention</b>	34.1	The retention from each payment shall be 10%.  The limit of retention shall be 5% of the Initial Contract Price.
<b>Minimum amount of Interim Payment Certificates</b>	34.2	LKR 10,500,000.00 (Sri Lanka Rupees Ten Million and five hundred thousand)
<b>Adjudicator proposed by Employer</b>	(35.1)	The Adjudicator proposed by Employer is <b>Institute for Construction Training and Development ICTAD / (CIDA)</b> . Fees and types of reimbursable expenses to be paid to the Adjudicator shall be on a case to case basis and shall be shared equally by the Contractor and the Employer.

**Section IV**  
**Contract Data**

## CONTRACT DATA

### Sub-Clause 1.1.2.2

#### The Employer is

Name : Ceylon Petroleum Corporation.  
Address: Ceylon Petroleum Corporation- Refinery Division,  
P.O. Box. 11,  
Kelaniya,  
Sri Lanka

### Sub-Clause

#### 1.1.2.4

#### Engineer's Name & Address

Name: Engineering Manager (Civil)  
Address: Ceylon Petroleum Corporation- Refinery  
Division,  
P.O. Box. 11,  
Kelaniya, Sri Lanka.

### Sub-Clause 3.1

#### Engineer's Duties and Authority

The Engineer shall obtain the specific approval of the Employer before taking action under the following Sub-Clauses of these Conditions.

- (a) consenting to the subletting of any part of the Works under Sub-Clause 4.4 (b),
- (b) approving an extension of the Time for Completion, and/or any additional payment under Sub-Clause 19.1 (*Contractor's Claim*) issuing variation under Sub-Clause 13.1 (*Right to vary Employer's Requirement*), except in an emergency situation, as reasonably determined by the Engineer.
- (c) approving additional payment under Sub-Clause 13.3

Notwithstanding the obligation, as set out above, to obtain approval, if, in the opinion of the Engineer, an emergency occurs affecting the safety of life or of the Works or of adjoining property, he may, without relieving the Contractor of any of his duties and responsibilities under the Contract, instruct the Contractor to execute all such work or to do all such things as may, in the opinion of the Engineer, be necessary to abate or reduce the risk. The Contractor shall forthwith comply, despite the absence of approval of the Employer, with any such instruction of the Engineer. The Engineer shall determine an addition to the Contract Price, in respect of such instruction, in accordance with Clause 13.3 and shall notify the Contractor accordingly, with a copy to the Employer.

### Sub-Clause 4.1

#### Key Personnel

Schedule of Key Personnel:

Names with qualifications and experience to be written :

- (a) Design  
.....  
.....
- (b) Contract Administration  
.....
- (c) Accounting  
.....  
.....

**Sub-Clause 4.2 Performance Security**

The Performance Security shall be 5 percent of the Initial Contract Price.

However,

- a) if the bid value is 11% to 19% less than the engineer’s estimate, the performance bond should be increased by 5%.
- b) if the bid value is 20% to 29% less than the engineer’s estimate, the performance bond should be increased by 10%.
- c) if the bid value is 30% or higher percentage less than the engineer’s estimate, the bid will be rejected.

The Standard Form of Performance Security acceptable to the Employer shall be a Bank Guarantee from a commercial bank operating in Sri Lanka approved by Central Bank of Sri Lanka,

**Sub-Clause 8.1 Commencement of Work 8.1**

**Start Date:**

The Start Date shall be 14 days from the issue of the Letter of Acceptance.

**Sub-Clause 8.2**

**Time for Completion**

The Time for Completion for the whole of Works shall be **150** Calendar days.

**Sub- Clause 8.7**

**Delay Damages**

The Delay Damages for the whole of the Works shall be 0.5% of the Initial Contract Price per day.

The maximum amount of Delay Damages for the whole of the Works shall be 10% of the Initial Contract Price.

**Sub-Clause 11.1**

**Defects Notification Period**

Defects Notification Period is **365** Days from Commissioning of the Works.

**Sub-Clause 13.7**

**Adjustments for Changes in Cost**

Contract **is not subjected** to price adjustment for fluctuation of prices.

**Sub-Clause 14.1 Contract Price**

The Sub-Clause 14.1 shall be read incorporation with the following:  
The Works shall be paid according to work done as per the price proposal.

**Sub-Clause 14.2 Advance Payment**

20% of the Initial Contract Price excluding Provisional Sums & Contingencies.

The advance payment securities issued by a commercial bank operating in Sri Lanka approved by Central Bank of Sri Lanka is acceptable;

Number and timing of installment for Advance Payment Two equal instalments.

- **Stage I** - the first ten percent (10%) of advance payment will be paid within 14 days from receipt of both Performance and Advance Payment Guarantee as required under clause 4.2 and 14.2 respectively.
- **Stage II** - balance ten percent (10%) will be paid after successfully mobilization at the site after receipt of mobilization Advance Payment Guarantee.

**Sub-Clause 14.3 (c) Retention Money**

The retention from each payment shall be 10% of the Interim Payment certificate.

The limit of retention shall be 5% of the Initial Contract Price.

**Sub-Clause 14.4 Issue of Interim Payment Certificates**

Minimum amount of Interim Payment Certificates shall be LKR 10,500,000.00

(Sri Lanka Rupees Ten Million and five hundred thousand)

**Sub-Clause 18.2 (b) Employer's Property**

Insurance cover to the amount of LKR 10 Million for the entire period of construction work.

**Sub-Clause 18.4 Professional Indemnity Insurance**

This Amount of professional indemnity insurance cover shall be for LKR 5,000,000.00 (Sri Lanka Rupees Five Million).

**Sub-Clause 19.2 Failure to Agree Dispute Adjudicator & 19.4**

The appointing entity for appointing the Adjudicator is the Construction Industry Development Authority (CIDA).



**Section VI**  
**Employer's Requirement**

## Contents

Section VI.....	33
Employer’s Requirement.....	33
Contents.....	34
1.1    Background.....	35
1.2    System Description.....	35
1.2.1    Current configuration & operation .....	35
1.2.2    Proposed configuration & operation.....	35
1.3    Key Project Personnel.....	36
1.4    Subcontracting Plan .....	37
1.5    Scope of Work .....	37
1.5.1    General.....	37
1.5.2    Construction.....	39
1.5.3    Petroleum product piping system and equipment .....	40
1.6    Documents to be updated.....	47
1.7    Specifications.....	48
1.7.1    Design Basis .....	48
1.7.2    Design Parameter .....	48
1.7.3    Specifications for Construction .....	50
1.7.4    Specifications for petroleum product piping system and equipment .....	51
1.7.5    Specifications for Fire Detection and Protection System .....	73
1.7.6    Specifications for Electrical System .....	74
1.7.7    Specifications for instrumentation .....	78

# **Design & Build a Concrete-Steel Composite Structure for New Project Office at Ceylon Petroleum Corporation – Refinery**

## **1.1 Background**

This Project is initiated to fulfil the need of new project office for the construction of new Refinery at Sapugaskanda.

## **1.2 Key Project Personnel**

Key project personnel shall be included as listed below. The Bidder shall add other key positions as appropriate.

### Construction Team

- A Construction Manager with five years' experience in works of an equivalent nature and volume, including not less than three years as Manager.
- Site engineers with BSc. Engineering degree in Civil Engineering with at least 3 years post qualified experience.
- Engineer assistance with NDT or equivalent qualification with at least 5 years post qualified experience

### Design Team

Design team shall be consisted at least one in each of following engineering disciplines having participated in similar capacity project in full time for design within last two years.

- Chartered structural engineer with 5 years post qualified experience.
- Chartered MEP Engineer with BSc. Engineering degree or equivalent with 5 years post qualified experience
- Chartered Architecture with B ARCH. Degree or equivalent with 5 years post qualified experience.

For each nomination, the Bidder shall provide a resume showing the candidate's experience of relevance to this Project.

**Complete design and complete set of structural drawings should be certified by the Central Engineering Consultancy Bureau (CECB).**

## **1.3 Subcontracting Plan**

The Bidder shall outline a definitive program for subcontracting all key aspects of the work that will not be carried out directly by the Bidder. It shall be submitted to CPC with a clear understanding of the Bidder's intended subcontracting strategy and subcontract management plan along with the Bid.

## 1.4 Scope of Work

### 1.4.1 General

- 1.4.1.1 The scope of work of this contract is defined in general and shall include the following, but not limited to the same. The Contractor shall also carry out all the related work that are not listed in this document, but required for completion of the entire work as specified in this Bidding Document.
- 1.4.1.2 The Contractor shall procure all materials, equipment, machinery, tools, consumables etc. necessary for completion of above works. Loading, handling and transportation of all materials from supply point / store at work site / Contractor's store as per the requirement of the job.
- 1.4.1.3 The Contractor shall carry out the design for the proposed facilities to match with the existing facilities and submit the detailed design for total scope of work including design calculations to the Engineer for review before commencement of the work.
- 1.4.1.4 The proposed building at the CPC Refinery shall be reviewed in such a way that risk is minimized and the following factors shall be considered.
  - i. HSE risks
  - ii. Ease of construction
  - iii. Ease of maintenance
- 1.4.1.5 Soft copies and hard copies of design reports/calculations, as built drawings, reports, and required documents in English language shall be submitted as directed by the Engineer. Drawings shall be submitted in AutoCAD (dwg) format.
- 1.4.1.6 The Bidder shall provide the following details.
  - i. Programme for detail design and issue of drawings.
  - ii. Work Programme.
  - iii. Quality control and quality assurance system.
  - iv. Construction Procedure (Method statements)
- 1.4.1.7 All construction drawings prepared based on detail analysis/design report here to furnish with supportive calculations and concurrence of the Engineer has to be obtained before commencement of the intended job. However, such concurrence will in no way relieve the Contractor for the total design responsibility for said drawings.
- 1.4.1.8 All items offered shall be brand new with the state of the art technology and proven in field of building construction.
- 1.4.1.9 The Bidder shall specify the reference standards followed for the design.
- 1.4.1.10 The layout shall allow for sufficient access for fire fighting equipment and personnel.
- 1.4.1.11 The structure is a three-storey building and is intended to be used as an office for all project staff. The approximate floor area of each floor is 2000 square feet and the office rooms should be arranged according to the attached layout drawings.
- 1.4.1.12 Bidders are encouraged to design the building in an architecturally aesthetic manner using aluminum facade, glass facade and other suitable components / methods by adding different shapes to the main entrance.

## **1.4.2 Construction**

### **1.4.2.1 Construction of Concrete-Steel Composite Structure**

- i. Constructing a new Concrete-Steel Composite Structure to facilitate working space for the project team of the new refinery at Sapugaskanda. The construction work may consist of preliminary site clearing works, earth work, construction of RCC foundation, steel super structure with outer walls, toilets, Aluminum work (Doors, Windows and partitions etc), staircase, concrete slabs on top of high strength Zinc coated profiled steel decking system, Floor, wall & ceiling finishes, roof of Zn / Al roof with gutters and downpipes, from reputed manufacture with insulation and GI welded wire mesh, Electrical installation with air conditioning the entire building.

## **1.5 Specifications**

### **1.5.1 Design Basis**

The geotechnical design shall be done in accordance with Eurocode 7: Geotechnical design

The structural design shall be done in accordance with Eurocode 3: Design of steel Structures.

### **1.5.2 Specifications for Construction**

#### **1.5.2.1 General specifications for construction of Concrete-Steel Composite Structure for New Project Office at Ceylon Petroleum Corporation – Refinery**

General Specifications, unless otherwise mentioned elsewhere, which are the Specification for Building Works Volume-I (3<sup>rd</sup> Edition revised July 2004) & Volume-II (2<sup>nd</sup> Edition revised October 2001) (ICTAD/CIDA Publication No. SCA/4), Specification for Water Supply, Sewerage and Storm Water Drainage Works 2<sup>nd</sup> Edition Revised April 2002.

#### **1.5.2.2 Specifications for Reinforcement.**

All reinforcement steel used on the works should be High yield strength steel from Ceylon Steel Corporation Ltd. If it is going to be used steel of any other brand or from any other source he should obtain prior approval to do so after submitting a Certificate of Origin & Test Certificates from Industrial Technology Institute, National Building Research Organization Laboratory or other registered and approved Laboratory.

#### **1.5.2.3 Specifications for Structural Steels**

All structural steel used on the works should be complies with European standard EN 10025: 2004. Prior commencing the work bidder shall submit a Certificate of Origin & Test Certificates from manufacturer or from Industrial Technology Institute, National Building Research Organization Laboratory or other registered and approved Laboratory.

#### 1.5.2.4 Specifications for high strength Zinc coated profiled steel decking

A panel shall be manufactured from hot dipped zinc coated high strength steel with minimum 550 MPa yield strength and coating mass of Z275(min 275g/m<sup>2</sup> total of zinc coating on both sides). The steel shall conform to AS1397 and BS EN 10147:2000. Relevant design standards shall be followed when specifying spacings, dimensions and layout of studs in order to achieve the required stud resistance

#### 1.5.2.5 Specifications for Concrete

Ready mix concrete should be used for all concreting work. Concrete should be supplied from a reputed concrete manufacturer and reports of the concrete batching plant shall be supplied to the CPC engineer and obtain the prior approval. Concrete should be placed within four hours from the batching time unless special set retarder admixtures are used in the concrete. Concrete samples from each and every truck mixture should be tested for the slump & temperature at the site and concrete cubes should be casted. Cubes casted from batches shall be properly cured for 28 days and after 28 days cubes should be tested for compressive strength and reports should be submitted to make payments. Testing and acceptance shall be as per BS EN 206 “Concrete - Specification, performance, production and conformity”.

#### 1.5.2.6 Specifications for Anti-Termite Treatment

Termite treatments for the building area should be carried prior to concrete the ground floor. A separate method statement shall be submitted for termite treatment including chemical type and treatment layout plans.

#### 1.5.2.7 Specifications for Metal Roofing

- (i) Proprietary profiled metal roof sheets shall be roll-formed from high tensile steel with minimum 550MP yield strength, metallichot dip coated with an alloy of aluminum zinc and silicon(55% Aluminum, 43.5%Zinc, 1.5% Si), complying with AS1397-G550-AZ150(min 150g/m<sup>2</sup> total on both sides) with quality paint system of approved colour, suitable for exterior application confirming to AS/NZS 2728 type-4 and having a minimum total coated thickness of 0.47mm.

The flashings, capping and trims & valley gutter etc shall be from the same type of the finished material of the roof cladding.

Purlins shall be “C” sections as specified and shall be cold roll formed zinc coated high strength galvanized steel conforming to AS-1397-G550-Z 280(min 280g/m<sup>2</sup> coating mass). Colourbond shall comply with A.S. 2728.

- (ii) Proprietary roof/ceiling insulation shall be highly reflective 5mm thick aluminum foil laminated Polyethylene foam, Rodent proof sheets. Surface reflectivity shall be 0.95 (ASTM D1263) and Water vapor transmission rate shall be 5.75 ng/N.s (ASTM E96).

Double sided lamination to thickness as specified and shall be tear resistant fireretardant quality and of approved manufacture brand approved by the Engineer and shall be fixed to the manufacturers specifications.

- (iii) 50mm x 50 mm welded GI mesh shall be fixed to support insulation. Wire gauge of GI mesh shall be 3mm and minimum value of zinc coating shall be 50 g/m<sup>2</sup>.

1.5.2.8 Specification for Field Welding

Welding shall meet the requirements of BS EN 1011 Series, BS EN ISO 5817, BS EN ISO 3834 Series. Welding machines, ammeters, voltmeters, cable, electrode holders, wire brushes, and other accessories shall be of a type, quality, and condition satisfactory to CPC. Welders and welder's helpers shall wear adequate safety equipment during performance of welding. No welding shall be performed when surfaces are wet, when rain is falling on surfaces to be welded or during high winds, unless the welders and the Work are properly protected. All completed production welds shall be thoroughly cleaned by mechanical brushes, buffers or other suitable equipment, prior to visual weld examination by CPC as required.

1.5.2.9 Specification for Floor finishes

All floors shall be tiled. Locally manufactured and not less than 6mm thick, non-slippery, coloured homogeneous mat floor tiles (Rocell, Lanka Tiles or equivalent quality) shall be used for floor finishes. All tiles shall conform to ISO 13006.

1.5.2.10 Specification for Ceiling finishes

Upvc strip ceiling from reputed manufacturer with suspended framework. Prior approval shall be obtained from CPC engineer for colour and design.

1.5.2.11 Specification for Waterproofing

All bathroom areas shall be water proofed. A prior approval shall be obtained for type and method of the water proofing from the CPC engineer.

1.5.2.12 Specification for Water Supply and Drainage Works

All uPVC pipes, fittings and specials using for water supply should be Type 1000 with joints of approved quality and conforming to Sri Lankan Standards used in the plumbing installation. All valves should be made of brass.

The number of project staff working in the building and the sufficient hydraulic retention time shall be taken into account when designing the sewage and waste water disposal system.

1.5.2.13 Specification for Electrical Installation

GENERAL NOTES

- i. All items of work under this Contract shall be executed strictly to fulfill the requirements to meet specifications given under each category. Type of equipment, material specification, methods of installation, testing and type of control shall be in accordance with the relevant latest IEC/BS standards & IET wiring regulations, however capacity of each component and their quantities shall be such as to fulfill the requirement in the given specifications.
- ii. All equipment and material shall be complied with the relevant IEC/BS standards.

- iii. All shop drawings shall be approved by the relevant Engineer before fabrication work starts and drawings will be made on AutoCAD and coloured readable prints has to be produced for site installation works.
- iv. Method Statement shall be provided for all the installations and to be approved.
- v. Operational and Maintenance Plans shall be prepared and submitted.
- vi. Testing and commissioning of the electrical installation is to be carried out by the successful bidder and inspection report shall submit according to the requirements of the power supply Authority. Cost of such testing and reports to be included in the rates. As built electrical drawing shall be certified by a Chartered Electrical Engineer and submitted.
- vii. All warranty offered shall be submitted in originals and all the relevant catalogues in English shall be submitted along with the offer.
- viii. All equipment or materials shall include cost in SRILANKAN RUPEES (LKR) including all clearance taxes and duties and also including forwarding, freight, insurance and transport into Contractor's store at site, storage, installation, testing, balancing, commissioning and other works required.

#### **1. Main Power Panel and Distribution boards**

- i. All the bidders shall carry out a proper load calculation for the building power requirement as per the design and the calculation report shall be submitted along with the bid.
- ii. All the panel sizes, main breakers, cables should be sized as per the latest IEC/BS standard based on the calculations. And contractor should design the power distribution with Main DB, 3 nos of single phase sub DBs for lighting, power distribution and AC power requirement.
- iii. All the distribution boards shall consider 10% spare loads from total installed loads when load calculating and spare breakers shall install in each panel board for the use of future requirements.
- iv. Distribution boards shall comply with BS EN 60439-1 and BS 5486: Part 11 and 12 and shall be type tested to the standard and shall have the rated operating voltage of 400V/230V at rated frequency of 50Hz and rated insulated voltage of 690V.
- v. Main DB shall complete with MCCB for incoming supply, SPDs, Ammeter, Voltmeter, EFR, Power analyser, indicator bulbs etc. but not limited to meet relevant Local Electrical Statutory Norms & Standards.
- vi. Moulded case circuit breakers shall confirm to the BS EN 60947 -2. Rated Short Circuit Breaking Capacity of the MCCBs in MDB should not be less than 25kA. MCCB shall be of heavy duty, quick make/break type. Each Breaker shall have a Thermal over current release on each phase and also an instantaneous magnetic trip, both are of adjustable type.
- vii. Main distribution panels shall be Powder coated 2mm thick steel sheet with lockable doors and 1.2mm thick steel sheet for other panels with Siemens/RAL paint shade or Stainless steel in accordance with the standard requirement of IEC 60529 & Local Electrical Statutory Norms & Standards.
- viii. All breakers including MCCB, MCB, RCD etc. and other accessories shall be as manufactured by Schneider, F&G, ABB, Siemens or equivalent make with latest BS/IEC standard, approved by the Electrical Engineer. And shall have minimum 2 years of warranty period.



- ix. All measuring instruments (Meters) shall be of digital electronic with LED of approved make by the Electrical Engineer and shall have minimum 2 years of warranty period.
- x. Degree of protection for distribution panel enclosure shall be as per IEC-60947 or Local Electrical Statutory Norms & Standards.
  - IP 42 for indoor panels.
  - IP 65 for outdoor panels.

## **2. Main power cables, point wiring and cable trays**

### **2..1. Main incoming power cables for the electrical panels.**

- i. All the cables shall be copper armoured cable with insulation level 600/1000V and cables shall be manufactured to comply with BS 5467 for XLPE insulated cables and BS 6346 for PVC insulated cables.
- ii. All the cables shall be manufactured by ACL, Kelani, Sierra, Orange or equivalent make with latest BS/IEC standard, approved by the Electrical Engineer.
- iii. All the main power cable rates shall include lugs, colour sleeves, double compression brass glands etc. for a complete proper installation laid inside a cable tray or underground trench as per the site conditions.
- iv. All the underground cable laying works shall include excavation and back filling with a layer of sand complete as follows.
  - a) A trench shall be excavated at least 750 mm deep with required width for laying underground cables. Trench should be filled with 150mm sand layer, cable layer, 200mm sand layer, concrete tyle layer with 400x300x50 concrete tyles, 200mm excavated soil layer, warning tape with printed as 'LV CABLE', fill soil layer up to the ground level.
  - b) If the trench crosses a road, cables should be laid through 1000type uPVC pipe and road should be prepare as it is before excavate the trench.
  - c) Excavations should be done manually by using hand tools only.
- v. A separate earthing rod shall install inside an earth pit for the building main panel earth and the earth resistance of the system achieved shall be 5 ohms or less. Also this earth rod shall connect with the nearest earth pit to interconnect with the existing earthing system.

### **2..2. Point wiring**

- i. Distinctive colours for cables shall be used as Brown (L1), Black (L2), Gray (L3) for three Phases, Blue for neutral, Green/Yellow for Earth and shall be adhered to throughout the installation as per the latest amendment of IET wiring regulation (BS 7671).
- ii. Point wiring for lights, 13A sockets outlets, fans, etc. shall include supply of cables fully enclosed in PVC conduit, required end caps, flush switches or sockets, sunk boxes and all other material required for a high-quality installation.
- iii. All the cables shall be copper cable with insulation level 600/1000V and cables shall be manufactured by ACL, Kelani, Sierra, Orange or equivalent make with latest BS/IEC standard, approved by the Electrical Engineer.
- iv. All the PVC conduits, junction boxes, sunk boxes shall be manufactured by Polychrome, Kevilton, Orange or equivalent make with latest BS/IEC standard, approved by the Electrical Engineer.

- v. All the switches and socket outlets shall be manufactured by ACL, Orange or equivalent make with latest BS/IEC standard, approved by the Electrical Engineer and shall have minimum 2 year warranty period.
- vi. All the Ceiling fans, Wall fans and Exhaust fan shall be manufactured by KDK or equivalent make with latest BS/IEC standard, approved by the Electrical Engineer and shall have minimum 1 year warranty period.
- vii. Light point wiring shall be done from the respective distribution board using 1.0mm<sup>2</sup> Cu/PVC/PVC cables with 1.0 mm<sup>2</sup> earth wire fully enclosed in PVC conduits, controlled by a 10A flush switch.
- viii. 13A switched socket outlet point wiring shall be done using 2.5mm<sup>2</sup> CU/PVC/PVC cable and 2.5mm<sup>2</sup> Cu/PVC earth wire fully enclosed in PVC conduits including 13A socket outlet, PVC mounting box and all other accessories required.
- ix. Ceiling fan point wiring shall be done using 2.5mm<sup>2</sup> CU/PVC/PVC cable and 2.5mm<sup>2</sup> Cu/PVC earth wire fully enclosed in PVC conduits including Fan regulator, PVC mounting box and all other accessories required.
- x. Wall Fan/Exhaust fan point wiring shall be done using 2.5mm<sup>2</sup> CU/PVC/PVC cable and 2.5mm<sup>2</sup> Cu/PVC earth wire fully enclosed in PVC conduits including 13A socket outlet, PVC mounting box and all other accessories required.

### 2..3. Cable trays

- i. Perforated cable trays and trunking shall be fabricated from steel sheet to BS 1449 of thickness not less than 1.6mm with return flange type and shall be hot dipped Galvanized as per BS 729, ISO 1461:1999 and subject to the approval of the Engineer. Installation of cable tray / trunking shall include supports, brackets, anchors etc.
- ii. All bends and tees shall pre-fabricate with same material and hot dipped Galvanized as per the requirement of the site. Connections between lengths of cable tray shall be subject to the approval of the Engineer. At joints the earth continuity shall be secured by means of adequate bonds.
- iii. Cable trays and trunking may be suspended from the ceiling, roof or fixed to the walls by means of brackets / threaded bars (galvanized) & G.I. Angle Irons. At the point of support the bracket or the support shall extend the full width of the cable tray.
- iv. Proper sizing of the cable trays shall be done to avoid over loading of cables inside a single tray. And all the parts of the exposed cable tray/ trunking under the ceiling shall cover with a lid.
- v. LV and ELV cables shall separate with a partition or install separate cable trays for the two systems with adequate space.
- vi. Cable trays and trunkings shall be manufactured by OBO, AXEL or equivalent make with latest BS/IEC standard, approved by the Electrical Engineer.

### 3. Lighting System

- i. Lighting shall be designed to enhance both the overall building architecture as well as the effect of individual spaces within the building.
- ii. Lighting design shall comply with ASHRAE/IES 90.1 standards. And adequate lighting level should maintain as per the following table in each area.

<b>Area</b>	<b>Nominal Illumination Level in Lumens/Square Meter (lux)</b>
Normal work station space, open or closed offices	500
Conference Rooms	300
Internal Corridors	200
Entrance Lobbies	200
Stairways	200
Toilets	200
Parking, General Space	100

- iii. All the lighting fixtures shall be LED fittings with colour temperature 3500K- 6000K comply with relevant latest BS/IEC standards and type of fixtures shall limited to few numbers as much as possible. Light fittings shall be of the highest quality and sample of all the types should be approved by the Electrical Engineer before purchasing.
- iv. Lighting fixtures and associated fittings shall always be of standard commercial design. Custom-designed fixtures shall be avoided. All the lighting fixtures inside the building shall be ceiling recessed and outdoor fittings shall be surface mounted or suspended type with IP65 rating.
- v. All the corridor area, stairways, Lobby and Power Panel area shall have few self-contained emergency lighting fixtures with emergency power pack to maintain general lighting level when there is a power failure.
- vi. The emergency power pack shall comprise of a high temperature resistance battery pack with expected life of at least 2 years. And at the event of mains failure the emergency light fitting should remain illuminated for duration of at least 30 mins. The lamp shall resume normal operation and battery shall be charged when power is restored.
- vii. All the lighting fixtures shall make by Philips, Orange, Osram or equivalent make with BS/IEC standard, approved by the Electrical Engineer.
- viii. Installation of light fittings shall complete with lamp, flexible cable, terminals, suspension hooks and all other material required. Fittings shall be made of non-corrosive material (polycarbonate or fibre reinforced polyester) and all the fixtures with metal part should have earth connectors to connect with the system earth.
- ix. Careful consideration must be taken in the design of lighting systems regarding servicing of the fixtures and replacement.
- x. All the lights shall have more than 40000hrs of lifetime & minimum 2 years of warranty period.

#### **4. Air Conditioning System**

- i. Bidders shall design the Air Conditioning system by considering all the heating loads possible inside the cooling areas to maintain the specified condition inside the building as follows.
  - a) Room after Air Conditioning shall be 20°C with Relative Humidity 65%
  - b) Noise level at full load condition shall be less than 50dB (A)
  - c) Room without Air conditioning Temperature will be 40° C with Relative humidity 90%.
- ii. Air Conditioning Units shall be of the split type / multiple split type and shall comply to ASHREA Energy efficiency Class A with COP not less than 4.4.
- iii. The indoor unit shall be architecturally designed and made in elegant appearance with sound and

noise protections, Outdoor unit installation should be with wall brackets where necessary, in case of upper floors of the building condensate water drain piping using suitable PVC piping to the nearest common drain line.

- iv. Complete AC system shall include followings,
  - a) The unit shall be with fully hermetic compressor,
  - b) Operate on a Refrigerant free of halocarbons.
  - c) Condenser with inbuilt fan.
  - d) Evaporator with Squirrel Cage Fan,
  - e) Remote Control device (wireless).
- v. Installation of the AC units shall include the required lengths of copper tubing, insulation pipe, PVC box casing, water drain pipe etc., to full fill the requirement of the site conditions and complete installation of the AC system.
- vi. All the out-door units shall install ground level or easy access should arrange to the install location for the purpose of the maintenance.
- vii. All the AC units shall have a dedicated 2P/4P circuit breaker from the respective DB as per the required capacity to the AC unit current rating and wiring with properly sized CU/PVC/PVC cable and Cu/PVC earth wire fully enclosed in PVC conduits including 2P/4P isolator with box near the indoor/outdoor unit.
- viii. AC units shall be manufactured by ABANS, LG, YORK or equivalent make with relevant standard, approved by the Electrical Engineer.
- ix. Acceptance shall be based on the testing, performance demonstration and satisfactory working of the AC system to the specified room conditions.
- x. Successful bidder shall provide a warranty period of minimum 05 years for the Compressor and one year warranty for all other equipment in the AC system.

#### 1.5.2.14 Specification for Sanitary Fittings & Fixtures

All sanitary appliances shall conform to British Standard-BS 3402 :1969 and AS 5200.000-2006 and its suburbs. All sanitary appliances should be manufactured under the certification of ISO 9001:2015.

#### 1.5.2.15 Specification for Aluminum work

All extrusion shall be of AlMgSi Alloy designation 6060 or 6063 with powder coated surface finish coating thickness 60-80 microns. Aluminum extrusion should be manufactured under the certification of ISO 9001:2008. Tolerance for thickness of the section is  $\pm 10\%$  from the specific thickness given in the manufactures made. Concealed screws, nuts, bolts, rivets and other fastening devices shall be of Aluminum, nonmagnetic stainless steel or other approved corrosive resistant materials. If visible, they shall blend with the finish of the framing Aluminum Sections. Windows glass shall be 5mm thick clear tempered glass with tinting. Door glass shall be 6mm thick clear tempered glass. 4mm thick both side coated Aluminum composite board shall be used for door panels. Powder coated standard aluminum or stainless steel door handle (300mm long), door lock and Approved quality door closers shall be provided for each door. Height of aluminum partition shall be 3m.

#### 1.5.2.16 Specification for Painting and Corrosion Protection

- i. Scope

This specification covers the requirements for surface preparation and painting or application of corrosion protection coatings to Mild Steel.

Surface preparation and corrosion protection coatings application shall be carried out to the requirements of this specification, the relevant British and the Paint Manufacturer's recommendation and the Engineer's requirements. Standards referred to in this specification include the following which shall be provided and retained on site by the Contractor and be available to the Engineer: -

- BS 729 Hot Dip Galvanised Coatings on Iron and Steel
- BS 7079 Preparation of steel substrates before application of paints and related products.
- BS 5493 Protective Coating of Iron and Steel Structures against Corrosion

ii. Environment

- a. The type of protective coating system required for any particular material will depend on the environment to which it is to be exposed. There are four classes of environmental exposure as follows:-
- Indoor, airconditioned.
  - Outdoor, not subject to wetting/spray and indoor, ventilated.
  - Corrosive enclosed, humid enclosed or outdoor subject to wetting/spray.

iii. Surface Preparation

- a. The Contractor shall regard the preparation of surfaces to be painted as a work of fundamental importance, the object of which is to ensure the production of sound, clean and dry surfaces.
- b. Surfaces shall generally be prepared by blast cleaning and chemical degreasing.

iv. Blast Cleaning

Blast cleaning shall be carried to the standard recommended by the paint manufacturer (normally Sa 3 or Sa 2½).

v. Mechanical Scraping and Wire Brushing

- a. Mechanical scraping and wire brushing may be used where allowed by the paint manufacturer to repair damaged finishes. Extremely thorough scraping shall be carried out (with hard metal scraper and wire brushing).

vi. Surface Conditions

- a. Surfaces shall be clean and dry before the application of any coating. If painting takes place over a zinc rich shop primer, which has been exposed outdoors for an extended period, the entire coated surface shall be sweep blasted to remove "white rust" and other contaminants prior to application of the first regular coat.
- b. After the appropriate method of surface preparation has been completed, the surface shall be cleaned by vacuum, clean and dry compressed air or by clean brush so as to remove all accumulated grit, shot, dust, etc. thus leaving the surface clean, dry and free of all scale, rust and other forms of contamination.
- c. In the event that rusting occurs after the completion of the surface preparation, the surfaces shall again be cleaned in the manner specified.

d. No blast cleaned surfaces shall be allowed to remain unpainted overnight.

vii. Coating Application

- a. It is preferred that all coating systems should be airless sprayed. However, it is accepted that this method of application is not always possible for operational reasons, and so the scope of this specification includes both brush and airless spray applications.
- b. The recommended dry film thicknesses quoted in the paint suppliers data sheets for individual products shall be applied. The paint applied to sharp edges, etc., shall also be of the recommended dry film thickness.

viii. Painting and Coating – Materials

- a. All coating materials and thinners shall be furnished by the Contractor in original, unopened containers bearing the manufacturer's label and instructions. For materials having a limited shelf life, the date of manufacture and the length of life shall be shown.
- b. For paints and thinners, records shall be kept of:-
  - Date of manufacture
  - Shelf life
  - Date of use
  - Daily usage of thinners

ix. Film Thicknesses

- a. Specified film thicknesses for coating materials shall be strictly observed. Film thicknesses shall be checked with an appropriate film thickness gauge furnished by the Contractor. The Contractor shall calibrate the gauge for thickness range to be checked at least twice per day.
- b. When dry film thicknesses are less than those specified, additional coats shall be applied or the coatings shall be removed and reapplied as required at no additional cost. Particular attention shall be paid to full film thickness on edges.
- c. In hot weather, such additional precautions as are necessary shall be taken to ensure that the specified dry film thickness of priming or finish coats is obtained.

x. Coating Quality

- a. Coatings shall be free from pin holes, voids, bubbles, dust, foreign inclusions, and other holidays. Any such defects shall be repaired at the Contractor's expense. Prior to the application of a coating, any damage to the previous coating shall be repaired with the specified material. Upon completion of fabrication any damage to the coating system shall be repaired to the satisfaction of the Engineer.

xi. Inspection

The Contractor shall provide the Engineer with one copy of the paint manufacturer's application, mixing and storage instructions and other relevant data.

xii. Paints

- a. The following paints are acceptable to the Engineer:-
  - Primers : Primers compatible with subsequent coats.
  - Finishing Paints : Two - component epoxy, chlorinated rubber, or other low

chalking impermeable paints with MIO, aluminium or similar pigments.

- Chemical Resistant Paints : Coal tar epoxy or amine cured solvent free high build epoxy.
- U.V. Protection : Polyurethane may be used as a UV protecting topcoat over chemical resistant paint on exposed equipment.

b. The Contractor shall ensure that all paints used in a particular system are fully compatible with each other.

xiii. Corrosion Protection Systems

The following corrosion protection systems are acceptable to the Engineer.

a. Indoor, air conditioned. (mild steel)

- Blast clean
- Primer
- 2 coats high build paint based on acrylic resin, alkyd and non-chlorinated plasticizer.
- DFT 120 microns per coat.
- 1 coat enamel finishing coat based on acrylic resin with non-chlorinated plasticizer.  
DFT 45 microns  
Final DFT 285 microns minimum (not including primer).

b. Outdoor not subject to wetting/spray and indoor ventilated. (mild steel)

- Hot dip galvanize.
- Degrease
- Etch primer
- 2 coats high build paint based on acrylic resin, alkyd and non-chlorinated plasticizer.  
DFT 120 microns per coat.  
1 coat enamel finishing coat based on acrylic resin with non-chlorinated plasticizer. DFT 45 microns  
Final DFT 285 microns minimum (not including galvanising and primer).

c. Corrosive/humid enclosed or outdoor subject to wetting/spray (mild steel)

- Hot dip galvanize
- Degrease
- Etch primer
- 2 coats, two component polyamide adduct cured epoxy paint.  
DFT 125 microns per coat.
- 1 coat, two component, polyamide adduct topcoat.  
DFT 35 microns per coat.  
Final DFT 285 microns minimum (not including galvanising and primer).

xiv. Emulsion Paint on Metalwork

a. The Contractor shall take every precaution to avoid the application of emulsion paint on metal surfaces. This promotes excessive rusting and should emulsion paint at any

time come into direct contact with metalwork, the paint shall be washed off or otherwise removed immediately.

xv. Galvanising

- a. All mild steel other than that in protected, internal environments shall be hot dip galvanised in accordance with BS 729.
- b. Where steel or wrought iron is to be galvanised the galvanising shall be executed after all fabrication has been completed and shall be carried out in accordance with BS 5493. The articles shall be pickled in dilute sulphuric or hydrochloric acid followed by rinsing in water and pickling in phosphoric acid. They shall be thoroughly washed, stoved and dipped in molten zinc and brushed so that the whole of the metal shall be evenly covered and the coating thickness after dipping shall be not less than the BS 5493 System Reference Number recommended in BS 5493 for the particular conditions and in any case not less than 85 microns.



**Section VII (a)**  
**Form of Bid**

## FORM OF BID

**NAME OF CONTRACT:** Design & Build a Concrete-Steel Composite Structure for New Project Office at Ceylon Petroleum Corporation – Refinery

**To:** Ceylon Petroleum Corporation -Refinery Division, P.O.Box.11, Kelaniya, Sri Lanka

We have examined the Conditions of Contract, Employer's Requirements, Schedules and Addenda Nos..... for the execution of the above-named Works. We accordingly offer to design, execute and complete the said Works and remedy any defects fit for the purposes, in conformity with the Bidding Documents and the enclosed Proposal, at the lump sum stated in the Form of Price Proposal included in a separate envelope and submitted with this bid, or other such sums as may be determined in accordance with the terms and conditions of the Contract.

We confirm that our bid includes this Preliminary Information, Financial Proposal, and Design/Technical Proposal sealed in three separate envelopes.

We agree to abide by this Bid until ..... (insert date), and it shall remain binding upon us and may be accepted at any time before that date.

We confirm that, we (including all members of a joint venture and subcontractors) are not associated, directly or indirectly, with the consultant or any other entity in preparation of the design, specifications, and other documents for the Contract.

If this offer is accepted, we will provide the specified Performance Security, commence the Works as soon as reasonably practicable after the Commencement Date, and complete the Works in accordance with the above-named documents within the Time for Completion. We will ensure that the Works will be executed in conformity with the Contract.

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.

We understand that you are not to bound at accept the lowest offer or any other bid you may receive.

.....  
Signature of the persons duly authorized to sign documents for and on behalf of

Address:.....  
.....

Date: .....

Company Seal:

**Section VIII (a)**  
**Schedules ( “A”-Schedules)**

**SCHEDULES**

**Schedule A1 - Preliminary Information**

(enclose this Schedule in the envelope marked, "Envelope 1 - Preliminary Information")

(i) For joint venture, each joint venture partner shall furnish information separately

<b>ITB clause reference</b>	<b>Description</b>	<b>Information (to be filled by the Bidder)</b>	<b>Remarks</b>	
<b>3.1</b>	<b>CIDA Registration (if any)</b>		Provide certified copies and label them as attachment to Clause 3.1	
	Registration number			
	<b>Specialty</b>	<b>Grade</b>		<b>(Yes/No)</b>
	Heavy Steel Fabrication	EM1 or above		
	Building Construction	C4 or above		
	Expiry Date			
<b>4.1 (a)</b>	<b>Legal Status</b>			
	If a Joint Venture, names and addresses of Joint venture partners	1. .... 2. .... 3. ....	Provide a certified copy of the Joint Venture Agreement.	
	If a Joint Venture, name of the Lead Partner			
For joint venture, each joint venture partner shall furnish Legal Status separately				
	<b>Name (Lead partner)</b>		Provide certified copies and label them as attachment to Clause 4.1 (a)	
	Legal status			

	Place of registration		
	Principal place of business		
	Written power of attorney of the signatory to the Bid	Provide original or certified copy of the power of attorney attested by a Notary and label them as attachment to Clause 4.1 (a)	
	VAT Registration Number		
	<b>Name (Partner 2)</b>		Provide certified copies and label them as attachment of Clause 4.1 (a)
	Legal status		
	Place of registration		
	Principal place of business		
	Written power of attorney of the signatory to the Bid	Provide original or certified copy of the power of attorney attested by a Notary and label them as attachment to Clause 4.1 (a)	
	VAT Registration Number		
	<b>Name (Partner 3)</b>		Provide certified copies and label them as attachment of Clause 4.1 (a)
	Legal status		
	Place of registration		
	Principal place of business		
	Written power of attorney of the signatory to the Bid	Provide original or certified copy of the power of attorney attested by a Notary and label them as attachment to Clause 4.1 (a)	
	VAT Registration Number		

<b>Schedule A2 - Annual Turn-over Information</b> (Similar Construction only - Last five years) (Refer Clause 4.3 (a) of Bidding data and Clause 4.1 of Instructions to Bidders)  (enclose this Schedule in envelope marked, "Envelope 1 - Preliminary Information")		
i. For joint venture, each joint venture partner shall furnish information separately		
Year	Turn-over	Remarks
1		Attach audited reports and label them as attachment to Clause 4.1 (c) (i)
2		
3		
4		
5		

<p align="center"><b>Schedule A3 - Adequacy of Working Capital</b>                      (Refer Clause 4.3 (g) of Bidding data and Clause 4.1 of Instructions to Bidders)</p> <p align="center">(enclose this Schedule in envelope marked, "Envelope 1 - Preliminary Information")</p>		
<b>Source of credit line</b>	<b>Amount</b>	<b>Remarks</b>
		<p align="center">Provide documentary evidence and label them as attachment to Clause 4.1 (c) (ii)</p>
Total		

**Schedule A4 - Construction Experience in last five years**

(To be attached certified copies of Letter of award, Purchase order and Certificate of Completion)  
 (enclose this Schedule in envelope marked, "Envelope 1 - Preliminary Information")

- (i) If pre-qualification is done the bidders are required to include information subsequent to that submitted with the pre-qualification
- (ii) For joint ventures, each joint venture partner shall furnish information separately
- (iii) List similar works first

Year	Employer	Description of Works	Amount	Contractor's Responsibility (%)
		<b>Total</b>		



**Schedule A5 - Design Experience in last five years**

(To be attached certified copies of Letter of award , Purchase order and Certificate of Completion)

(enclose this Schedule in envelope marked, "Envelope 1 - Preliminary Information")

- (i) For joint ventures, each joint venture partner shall furnish information separately
- (ii) List similar works first

<b>Year</b>	<b>Employer</b>	<b>Description of Works</b>	<b>Amount*</b>	<b>Responsibility (%)</b>
		<b>Total</b>		

\* Project Cost

**Schedule A6 - Major Items of Construction Equipment Proposed**

(enclose this Schedule in envelope marked, "Envelope 1 - Preliminary Information")

<b>Type</b>	<b>Capacity</b>	<b>Ownership of the Equipment (Owned by Bidder/ Hired)</b>

<b>Schedule FIN 1 – Current Contract Commitment</b> (Refer Clause 4.3 (g) of Bidding data and Clause 4.1 of Instructions to Bidders) (enclose this Schedule in envelope marked, "Envelope 1 - Preliminary Information")							
No:	Name of contract/ Employer	Awarded sum & date	Construction period (Months)	Value of work completed up to .....		Value of balance work	
				Rs.	Cts	Rs.	Cts.

[Certified copies of Letter of award, Purchase order and last interim payment certificates should be attached]

**CHECK LIST FOR BIDDERS**

<b>Envelop</b>	<b>Item</b>	<b>Yes (tick)</b>	<b>Reference</b>
<b>Envelop 1</b>			
	<b>Preliminary Information (Original &amp; Copy)</b>		
	Volume 1A of the Bidding Document		
	Invitation to Bid		
	Section II - Bidding Data		
	Section IV - contract Data		
	Section VI - Employer's Requirement		
	Power of attorney for the signatory of the bid		
	Duly filled and signed Form of Bid		
	Bid Security		
	Duly filled "A" Schedules - "General Information"		
	Other information listed in Bidding Data		
	Any other information, bidder may wish to include		
<b>Envelop 2</b>			
	<b>Design / Technical Proposal (Original &amp; Copy)</b>		
	Duly filled and signed Form of Design / Technical Proposal		
	Duly filled "B" Schedules - "Comments and suggestions on employer's requirement" (if any)		
	Contractor's Proposal		
	Drawings (if any)		
	Other information listed in Bidding Data		
	Any other information, bidder may wish to include		
<b>Envelop 3</b>			
	<b>Price Proposal (Original &amp; Copy)</b>		
	Duly filled and signed Form of Price Proposal		
	Duly filled "C" Schedules - "Price Schedules"		

**DEMOCRATIC SOCIALIST REPUBLIC OF SRI LANKA**

**MINISTRY OF ENERGY**

**CEYLON PETROLEUM CORPORATION**

**DESIGN & BUILD A CONCRETE-STEEL COMPOSITE STRUCTURE  
FOR NEW PROJECT OFFICE AT CEYLON PETROLEUM  
CORPORATION – REFINERY**

**BIDDING DOCUMENT**  
(Volume 2)

**Employer:**

Ceylon Petroleum Corporation – Refinery,

P.O. Box 11,  
Kelaniya, Sri  
Lanka.

November 2021

# CONTENTS

	<b>Page No</b>
<b>VOLUME- 02</b>	
Section VII (b),-Form of Design/Technical proposal	5 - 6
Section VIII (b),-Schedules related to Design & Technical (Schedule B1to B7)	7 - 14
Section IX,-Drawing	15 - 16

## **Volume 2**

## Volume 2

<b>Content</b>	<b>Page</b>
Section VII (b),-Form of Design/Technical proposal	5 - 6
Section VIII (b),-Schedules related to Design & Technical (Schedule B1to B7)	7 - 14
Section IX,-Drawing	15 - 16



**Section VII (b)**  
**Form of Design and Technical Proposal**

## FORM OF DESIGN / TECHNICAL PROPOSAL

**NAME OF CONTRACT:** Design & Build a Concrete-Steel Composite Structure for New Project Office at Ceylon Petroleum Corporation – Refinery

**To:** Ceylon Petroleum Corporation -Refinery Division, P.O.Box.11, Kelaniya, Sri Lanka.

We have examined the Conditions of Contract, Employer's Requirements, Schedules, and Addenda Nos. ....for the execution of the above-named Works.

We accordingly offer to design, execute and complete the said Works and remedy any defects, fit for purpose in conformity with these Bidding Documents and the enclosed proposal. We are hereby submitting our Bid, which includes this Design/Technical Proposal, Preliminary Information and a Financial Proposal sealed in separate envelopes.

We understand that you are not bound to accept the lowest offer or any other bid you may receive.

.....  
Signature of the persons duly authorized to sign documents for and on behalf of

Address: .....

.....  
Date: .....

Company Seal:

**Section VIII (b)**  
**Schedules-related to Design and Technical Proposal (“B”  
Schedules)**

**Schedule B1 - Comments and Suggestions on Employer's Requirements**

(enclose this schedule in envelope marked, "Envelope 2-Design and Technical Proposal")

*Bidders may include observations  
made on Employer's Requirements  
and any suggestions for  
consideration*

**Schedule B2 - Contractor's Proposal**

(enclose this schedule in envelope marked, "Envelope 2-Design and Technical Proposal")

Sheet 1 of .....

*This schedule should be complete considering all the requirements given in the Employer's requirements, including design criteria, specifications and technical data (use additional pages if necessary)*

<b>Schedule B3 - Team Composition and Task Assignment</b>		
(enclose this schedule in envelope marked "Envelope 2 - Design and Technical Proposal")		
<b>A. Design Staff</b>		
Name	Position	Task
<b>B. Construction Management</b>		
Name	Position	Task

<b>Schedule B4 - Curriculum Vitae of Key Staff</b> (To be submitted for each of key staff) (enclose Curriculum Vitae in envelope marked, "Envelope 2 - Design and Technical Proposal")			
<b>Proposed Position :</b>			
<b>Name of Staff :</b>			
<b>Profession :</b>			
<b>Date of Birth</b>			
<b>Membership in Professional Societies :</b>			
<b>Key Qualifications :</b>	Give an outline of staff member's experience most pertinent to tasks or assignment. Describe degree of responsibility held by staff member on relevant previous assignments and give dates and locations. Use about half a page.		
<b>Education :</b>			
<b>Employment Record :</b>			
<b>Certification :</b>	I, the undersigned, certify that to the best of my knowledge and belief, the information is correct.		
<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;">Signature of staff Member</td> <td style="width: 50%; border: none;">Date</td> </tr> </table>		Signature of staff Member	Date
Signature of staff Member	Date		

**Schedule B5 - Time Schedule for Key Staff**

(enclose this schedule in envelope marked, "Envelope 2 - Design and Technical Proposal)

			Months (in the Form of a Bar Chart)																	
Name	Position	Activities	1	2	3	4	5	6												Number of Months

Full-time : .....

Part-time : .....



<p align="center"><b>Schedule B6 - Work Programme (Design Related Activities)</b>                      (enclose in envelope marked, "Envelope 2 - Design and Technical Proposal)</p>														
	<p align="center"><b>(1st, 2nd etc. are months from the Start Date)</b></p>													
Design Activity	1st	2nd	3rd	4th	5th	6th								

**Schedule B7 - Work Programme (Construction Related Activities)**  
 (enclose this schedule in envelope marked, "Envelope 2 - Design and Technical Proposal)

Sheet 1 of .....

**(1st, 2nd etc. are months from the Start Date)**

Construction Activity	1st	2nd	3rd	4th	5th	6th									

**Section IX**  
**Drawings**

## Drawing List

Drawing Title	Drawing Number
Site Layout	
Office room arrangement	
Architectural Drawing	
Structural drawing	
Plumbing drawing	
Electrical drawing	
Door and Window drawing	
Sanitary fittings layout	
Any Other	

**DEMOCRATIC SOCIALIST REPUBLIC OF SRI LANKA**

**MINISTRY OF ENERGY**

**CEYLON PETROLEUM CORPORATION**

**DESIGN & BUILD A CONCRETE-STEEL COMPOSITE  
STRUCTURE FOR NEW PROJECT OFFICE AT CEYLON  
PETROLEUM CORPORATION – REFINERY**

**BIDDING DOCUMENT**  
**(Volume 3)**

**Employer:**

Ceylon Petroleum Corporation -Refinery  
Division,  
P.O.Box.11,  
Kelaniya,  
Sri Lanka

November  
2021

# CONTENTS

	<b>Page No</b>
<b>VOLUME- 03</b>	
Section VII(C)-Form of price Proposal	5 - 6
Section VIII (.c)-Schedule Related to Price Proposal (Schedule C1to C5)	7 - 11

# Volume 3

## Volume 3

<b>Content</b>	<b>Page</b>
Section VII( c)-Form of price Proposal	5 - 6
Section VIII ( c)-Schedule Related to Price Proposal (Schedule C1to C5)	7 - 11



**Section VII ( c )**  
**Form of Price Proposal**

**FORM OF PRICE PROPOSAL**

**NAME OF CONTRACT:** Design & Build a Concrete-Steel Composite Structure for New Project Office at Ceylon Petroleum Corporation – Refinery

**To:** Ceylon Petroleum Corporation -Refinery Division, P.O.Box.11, Kelaniya, Sri Lanka.

We have examined the Conditions of Contract, Employer's Requirements, Schedules and Addenda Nos..... for the execution of the above-named Works. We accordingly offer to design, execute and complete the said Works and remedy any defects fit for the purposes, in conformity with the Bidding Documents and the enclosed Proposal, for the fixed lump sum of Sri Lankan Rupees.....

or other such sums as may be determined in accordance with the terms and conditions of the Contract. The above amounts are in accordance with the Price Schedules herewith and are made part of this bid. We conform that our bid includes this Price Proposal, Design/Technical Proposal, and General Information sealed in separate envelopes.

We accept your suggestions for the appointment of the Adjudicator, \* as set out in Bidding Data.

We agree to abide by this Bid until ..... (insert date), and it shall remain binding upon us and may be accepted at any time before that date.

We confirm that, we (including all members of a joint venture and subcontractors) are not associated, directly or indirectly, with the consultant or any other entity in preparation of the design, specifications, and other documents for the Contract.

If this offer is accepted, we will provide the specified Performance Security, commence the Works as soon as reasonably practicable after the Commencement Date, and complete the Works in accordance with the above-named documents within the Time for Completion. We will ensure that Works will be executed in conformity with the Contract.

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.

We understand that you are not bound to accept the lowest offer or any other bid you may receive.

.....  
Signature of the persons duly authorized to sign documents for and on behalf of  
Address : .....  
.....  
Date : .....

\* If the Bidder does not accept, this paragraph may be deleted and replaced with:

We do not accept your suggestion for the appointment of the Adjudicator. We have included our suggestion in the Bid, but this suggestion is not a condition of this offer. If this suggestion is not acceptable to you, we propose that the Adjudicator be jointly appointed in accordance with sub-clause 35 of the Instructions of Bidders.

**Section VIII ( c)**  
**Schedule-related to the Price Proposal (“C” Schedules)**

<b>Schedule C1 – Price Schedule</b> ( <i>enclose all price schedules in envelope marked, “Envelope 3 – Financial Proposal”</i> ) Sheet 1 of .....		
<b>Activity 1: Preliminaries</b>		
<b>Item No:</b>	<b>Sub-activity description</b>	<b>Amount (Rs.)</b>
1.1	Guarantees, Securities and Insurances	
1.2	Contractor's facilities	
	<b>Any other Sub-activity (bidder to include)</b>	
1.A1		
1.A2		
1.A3		
1.A4		
<b>Total for Activity 1 carried to summary</b>		

<b>Schedule C1 – Price Schedule</b>		
<i>(enclose all price schedules in envelope marked, “ Envelope 3 – Financial Proposal”)</i>		
Sheet 2 of .....		
<b>Activity 2: Design</b>		
<b>Item No:</b>	<b>Sub-activity description</b>	<b>Amount (Rs.)</b>
2.1	Surveying and Sub Surface Investigation	
2.2	Design of Concrete-Steel Composite Structure for New Project Office at Sapugaskanda Refinery	
	<b>Any other Sub-activity (bidder to include)</b>	
2.A1		
2.A2		
2.A3		
2.A4		
<b>Total for Activity 2 carried to summary</b>		



<b>Schedule C4 – Price Schedule</b>		
<i>(enclose this schedule in envelope marked, “ Envelope 3 – Financial Proposal”)</i>		
Sheet ... of .....		
<b>Summary</b>		
<b>Activity No:</b>	<b>Activity description</b>	<b>Amount</b> ..... <i>(Specify Currency)</i>
1	Preliminaries	
2	Design	
3	Construction	
4		
5		
6		
7		
8		
9		
	Any other activity (bidder to include)	
A		
B		
C		
	<b>Sub Total</b>	
	<b>Discounts</b>	
	<b>Total</b>	
	<b>Amount carried to Form of Bid in Sri Lankan Rupees</b>	
	<b>Add VAT</b>	
	<b>Total inclusive of VAT</b>	