

Recovery and Development Agency Quick Contracting Invitation to Tender



BOOKLET 2

CONDITIONS OF CONTRACT

FOR

THE DESIGN, SUPPLY AND INSTALLATION OF STADIUM LIGHTING

AT

THE A.O. SHIRLEY GROUNDS SITE, ROAD TOWN, TORTOLA

Short Contract

A contract between
.....
.....
and
.....
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for
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.....

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Notes about this contract are printed in boxes like this one. They are not part of the contract.

Contract Data

The Employer is

Name

Address

Telephone Fax

E-mail address

The works are

.....

The site is

The starting date is

The completion date is

The period for reply is weeks.

The defects date is weeks after Completion.

The defect correction period is weeks.

The delay damages are per day.

The assessment day is the of each month.

The retention is %.

Does the United Kingdom Housing Grants, Construction and
Regeneration Act (1996) apply? Yes / No (delete as appropriate)

The Adjudicator is

Name

Address

.....

Telephone Fax

E-mail address

Contract Data

The interest rate on late payment is % per complete week of delay.

Insert a rate only if a rate less than 0.5% per week of delay has been agreed.

The Contractor is not liable to the Employer for loss of or damage to the Employer's
property in excess of for any one event.

The Employer provides this insurance

Only enter details here if the Employer is to provide insurance.

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.....

The minimum amount of cover for the third insurance stated in the
Insurance Table is

The minimum amount of cover for the fourth insurance stated in the
Insurance Table is

The Adjudicator nominating
body is

The tribunal is

If the tribunal is arbitration,
the arbitration procedure is

The conditions of contract are the NEC3 Engineering and Construction Short Contract April 2013 and the following additional conditions

Only enter details here if additional conditions are required.

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Contract Data

The *Contractor's* Offer

The *Contractor* is

Name

Address

.....

Telephone Fax

E-mail address

The percentage for overheads and profit added to the Defined Cost for people is %.

The percentage for overheads and profit added to other Defined Cost is %.

The *Contractor* offers to Provide the Works in accordance with the *conditions of contract* for an amount to be determined in accordance with the *conditions of contract*.

The offered total of the Prices is

Enter the total of the Prices from the Price List.

Signed on behalf of the *Contractor*

Name

Position

Signature Date

The *Employer's* Acceptance

The *Employer* accepts the *Contractor's* Offer to Provide the Works

Signed on behalf of the *Employer*

Name

Position

Signature Date

Contract Data

Price List

Entries in the first four columns in this Price List are made either by the *Employer* or the tenderer.

If the *Contractor* is to be paid an amount for the item which is not adjusted if the quantity of work in the item changes, the tenderer enters the amount in the Price column only; the Unit, Quantity and Rate columns being left blank.

If the *Contractor* is to be paid an amount for the item of work which is the rate for the work multiplied by the quantity completed, the tenderer enters the rate which is then multiplied by the expected quantity to produce the Price, which is also entered.

Item number	Description	Unit	Quantity	Rate	Price
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The total of the Prices					

Contract Data

Works Information

1 Description of the works

A DETAILED DESCRIPTION OF THE WORKS THE CONTRACTOR IS REQUIRED TO DO IS OUTLINED IN THE BOOKLET 3 – REQUIREMENTS (SOW) DOCUMENT, WHICH IS INCLUDED IN THIS CONTRACT FOR THE DESIGN, SUPPLY AND INSTALLATION OF STADIUM LIGHTING AT THE A.O. SHIRLEY GROUNDS, ROAD TOWN, TORTOLA

2 Drawings

List the drawings that apply to this contract.

Drawing number	Revision	Title
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Contract Data

Works Information

3 Specifications

A DETAILED DESCRIPTION OF THE WORKS THE CONTRACTOR IS REQUIRED TO DO IS OUTLINED IN THE BOOKLET 3 – REQUIREMENTS (SOW) DOCUMENT, WHICH IS INCLUDED IN THIS CONTRACT FOR THE DESIGN, SUPPLY AND INSTALLATION OF STADIUM LIGHTING AT THE A.O. SHIRLEY GROUNDS, ROAD TOWN, TORTOLA

Title	Date or revision	Tick if publicly available
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4 Constraints on how the Contractor Provides the Works

State any constraints on the sequence and timing of work and on the methods and conduct of work including the requirements for any work by the Employer.

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Contract Data

Works Information

5 Requirements for the programme

State whether a programme is required and, if it is, state what form it is to be in, what information is to be shown on it, when it is to be submitted and when it is to be updated.
State what the use of the works is intended to be at their Completion as defined in clause 11.2(1).

AN UPDATE PROGRAMME IS REQUIRED TO BE PROVIDED BY THE CONTRACTOR IN MS-PROJECT OR SIMILAR SOFTWARE PRIOR TO THE START OF THE PROJECT. IT SHOULD INCLUDE:

- ALL ACTIVITIES AND KEY TIMINGS FOR ALL THESE ACTIVITIES;
- WHERE ANY CUBCONTRACTORS WILL BE ENGAGED, WHEN AND ON WHAT WORKS;
- PROJECT AND PAYMENT MILESTONES;
- THE DEFECTS PERIOD AS OUTLINED IN THIS CONTRACT

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6 Services and other things provided by the *Employer*

Describe what the *Employer* will provide, such as services (including water and electricity) and “free issue” Plant and Materials and equipment.

Item	Date by which it will be provided
<p>THE CONTRACTOR IS RESPONSIBLE FOR THE PROVISION OF ALL ON-SITE SERVICES THEY REQUIRE FOR THE DURATION OF WORKS.</p> <p>AT THE COMPLETION OF THE WORKS THE CONTRACTOR MUST PROVIDE THE EMPLOYER WITH AN ‘AS-BUILT’ DRAWING NO LATER THAN 2 (TWO) WEEKS AFTER FINISHING THE WORKS.</p> <p>IF IN DUE COURSE THE CONTRACTOR FINDS THAT THEY REQUIRE ANYTHING FROM THE EMPLOYER, THEN ANY SERVICE REQUIREMENTS THAT THE CONTRACTOR REQUIRES OF THE EMPLOYER SHOULD BE ARTICULATED TO THE EMPLOYER (AND NOT THE USERS OF THE FACILITY) IN THE FIRST INSTANCE. THE EMPLOYER RESERVES THE RIGHT NOT TO PROVIDE ANY OF THE SERVICES REQUESTED AFTER THE DATE OF SIGNING THIS CONTRACT.</p> <p>.....</p>	

Contract Data

Site Information

IT IS IMPORTANT THAT THE CONTRACTOR SECURES THE SITE BY USE OF SUITABLE CONTROLS DURING THE WORKS, TO PREVENT POTENTIAL HARM TO THE PUBLIC. THE SITE IS USED BY THE PUBLIC, BVI ATHLETIC ASSOCIATION. FOR SAFETY PURPOSES SOME AREAS MIGHT BE ISOLATED TO THEM AND SOME WORKS MAY NEED TO BE CARRIED OUT OF BVIAA USE HOURS. THIS SHOULD BE ACCOUNTED FOR WHEN ESTABLISHING THE SITE.

THE CONTRACTOR SHALL NOT BLOCK OR OTHERWISE OBSTRUCT THE TRACK AND ANY DAMAGE TO ITS SURFACE IS THE CONTRACTOR’S REPOSABILITY TO REPAIR.

THE CONTRACTOR SHALL REPORT TO THE PROJECT MANAGER FOR ALL MATTERS REGARDING THE WORKS FOR THE DURATION OF THE PROJECT.

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