

# **Supply Requirement and Special Conditions of Contract**

# Supply Requirement

- This section contains the volumes of information that describe the Goods to be supplied
- It includes List of Goods and Related Services, Specification, and Drawings that describe the Goods to be procured. It includes Delivery and Completion Schedule also.

# **List of Goods and Related Services (LGRS)**

- The purpose of the List of Goods and Related Services (LGRS) is to briefly describe and specify the quantities of each of the Goods and Related Services that the Purchaser requires the Bidder to include in its Bid.
- As a part of the SR, the LGRS constitutes a Contract document and, therefore, it is a part of the Contract.
- The Purchaser must prepare the LGRS and include it as a part of the SR.
- If the Goods and Related Services are grouped in lots/packages, the Purchaser must state here whether Bidders are permitted to submit Bids for individual lots or not.

# **Delivery and Completion Schedule**

- Delivery shall take place in compliance with the dates, duration, and locations indicated in Bid Documenté.
- Different tables of delivery and completion schedules are used for the case of Delivery schedule is not determined as evaluation criteria and for the case of Delivery schedule is determined as evaluation criteria.

# Delivery and Completion Schedule...

## Option: 1

| Line<br>Item<br>No     | Description of<br>Goods          | Quantity                                          | Physical<br>unit                                    | Final<br>Destination          | Delivery Date                                                                         |
|------------------------|----------------------------------|---------------------------------------------------|-----------------------------------------------------|-------------------------------|---------------------------------------------------------------------------------------|
| 1.                     | 2                                | 3                                                 | 4                                                   | 5                             | 6                                                                                     |
| [insert<br>item<br>No] | [insert description<br>of Goods] | [insert<br>quantity of<br>item to be<br>supplied] | [insert<br>physical<br>unit for<br>the<br>quantity] | [insert place<br>of delivery] | [insert the number of<br>days following the date<br>of effectiveness the<br>Contract] |
|                        |                                  |                                                   |                                                     |                               |                                                                                       |
|                        |                                  |                                                   |                                                     |                               |                                                                                       |
|                        |                                  |                                                   |                                                     |                               |                                                                                       |

# Delivery and Completion Schedule...

Option 2:

| Line Item<br>No     | Description<br>of Goods             | Quantity                                          | Physical<br>unit                                    | Final<br>Destination<br>as specified<br>in BDS | Delivery Date                                                                               |                                                                                                |
|---------------------|-------------------------------------|---------------------------------------------------|-----------------------------------------------------|------------------------------------------------|---------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------|
|                     |                                     |                                                   |                                                     |                                                | Earliest<br>Delivery Date                                                                   | Final<br>Delivery Date                                                                         |
| 1.                  | 2                                   | 3                                                 | 4                                                   | 5                                              | 6                                                                                           | 7                                                                                              |
| [insert<br>item No] | [insert<br>description<br>of Goods] | [insert<br>quantity of<br>item to be<br>supplied] | [insert<br>physical<br>unit for<br>the<br>quantity] | [insert<br>place of<br>delivery]               | [insert the<br>number of<br>days following<br>the date of<br>effectiveness<br>the Contract] | [insert the<br>number of<br>days<br>following the<br>date of<br>effectiveness<br>the Contract] |
|                     |                                     |                                                   |                                                     |                                                |                                                                                             |                                                                                                |
|                     |                                     |                                                   |                                                     |                                                |                                                                                             |                                                                                                |
|                     |                                     |                                                   |                                                     |                                                |                                                                                             |                                                                                                |

# Specification

- The purpose of the Specifications is to define the technical characteristics of the Goods and Related Services required by the Purchaser.
- The Specification, as a part of the schedule of Requirements (SR), constitute a Contract document and are, therefore, a part of the Contract.
- The Purchaser must prepare the Specification and include them as a part of the Procurement Document, as applicable to each Contract.

# Drawings

- The purpose of drawings is to specify locations, dimensions, materials to be used, stages of manufacturing, and other characteristics of the Goods and Related Services.
- The Purchaser should prepare such drawings, as needed, and include them in the Procurement Document.
- Such drawings, as part of the SR, are Contract documents and, therefore, shall be part of the Contract.
- Similarly, the Purchaser may request the Supplier to provide drawings either with its Bid or for approval during Contract execution.
- It is essential that the Purchaser prepares a List of Drawings showing all drawings it supplied and issued as part of the Procurement Document.



# General Conditions of Contract (GCC)

- This Section includes the general clauses to be applied in all contracts.
- Information on Matters governing the performance of the Contractor
- Payments under the Contract
- Matters affecting the risks, rights, and obligations of the parties
- To be read in conjunction with the Special Conditions of Contract and other documents as listed in Bidding document,
- To be written in simple language and Standard clauses with no change,

# **General Conditions of Contract (GCC)...**

## **Contents of general conditions of contract (GCC)**

Definitions, Contract Documents, Fraud and Corruption, Interpretation, Language, Joint venture, consortium or association, Notices, Governing Law, Settlement of disputes, Scope of supply, Delivery, Supplier's responsibilities, Purchaser's responsibilities, Contract price, Terms of payment, Taxes and duties, Performance security, Copyright, Confidential information, Sub contracting, Specification and standards, Packing and documents, Insurance, Transportation, Inspection and tests, Liquidated damages, Warranty, Patent indemnity, Limitation of liability, Changes in laws and regulations, Force majeure, Change of orders and contract amendments, Extension of time, Termination, Assignment

# Special Conditions of Contract (SCC)

- Special Conditions of Contract shall supplement the GCC. Whenever there is a conflict, the provisions in SCC shall prevail over those in the GCC.
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- Special Conditions of Contract provides contract specific information in relation to Clauses in CoC,
- If provisions in CoC are not relevant to the Contract, those should be marked “NA” (Not applicable).
- If provisions in CoC are not sufficient to describe the contract specific information, those clauses may be modified or some new provisions may be added, as needed.
- Special Conditions of Contract to be filled by the Employer before issuance of Bidding documents.

*Any Question?*