

REPUBLIC OF BOLIVIA
BOLIVIAN NATIONAL RAILWAYS
RAILWAY REHABILITATION PROJECT, EASTERN LINE
(IPIAS-ROBURE)

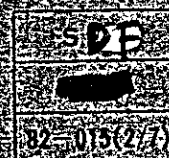
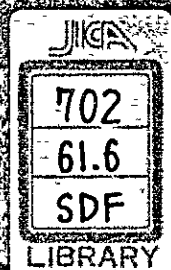
- Vol. 1: Instructions to Bidders
2. Conditions of Contract
3. General Specifications
4. Technical Specifications
5. Bill of Quantities
6. Basic Designs

Vol. 1: Instructions to Bidders

January, 1982

JAPAN INTERNATIONAL COOPERATION AGENCY

(JICA)



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Vol. 1. Instructions to Bidders

January, 1982

JAPAN INTERNATIONAL COOPERATION AGENCY
(JICA)

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INSTRUCTIONS TO BIDDERS

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I. INSTRUCTIONS TO BIDDERS

1. Purpose

These "Instructions to Bidders" serve as a guide to the tender participants with respect to the preparation and submission of tender proposals and clarify the obligations which the successful bidder is required to perform.

The terms and conditions stipulated in these "Instructions to Bidders" apply to all related tender. Ignorance and/or misinterpretation of any of the terms and conditions shall not exempt the related tenderers from any of the obligations set forth in these "Instructions to Bidders".

The Tender Evaluation Committee reserves the right to reject any proposal which does not meet the requirements provided in these "Instruction to Bidders".

2. Outline of Project

This project will be executed in order to restore the disaster-damaged section of the Eastern Line totalling 41,396 meters (between the point 346 K + 206 M from Santa Cruz where the line starts and the point 387 K + 602 M from the same starting point). The existing line runs from east to west in highlands 300 to 600 meters above sea level and at the foot of the Santiago mountain range which forms a watershed separating the Amazon water system in the north and the La Plata water system in the south.

The above-mentioned section of the line may be broadly divided into the following four subsections.

- (a) Subsections where the existing track will be restored. (13 places totalling 33,495 meters)
- (b) Subsections where existing track will be replaced. (Five places totalling 4,901 meters)
- (c) Subsections where new track will be laid to replace existing track and where structures will be built at places where existing track is located. (Eight places totalling 3,000 meters)
- (d) Subsections where structures will be built below existing track without stopping train operation. (16 places)

Mentioned below are the types and magnitudes of construction involved in the project.

- (a) Cutting (47,000 cubic meters)
- (b) Banking (171,000 cubic meters)
- (c) Clearing and Grubbing of River-bed (109,000 cubic meters)
- (d) New construction of retaining walls (Two places)
- (e) New construction of Box Culverts (21 places)
- (f) New construction of bridges (11 places totalling 366 meters)

The laying, removal, transfer, maintenance and improvement of track incidental to the restoration construction and the transfer of existing communication cables will be executed by ENFE. With respect to 10 Box Culvert and 5 Sewer Culvert at the places where structures are to be built below existing track without stopping train operation. The temporary support of the existing track and the excavation and earth refilling will also be executed by ENFE. Trains used for construction purposes will be operated by ENFE.

This project includes the centerline survey and geological survey of the sections of the existing, new and temporary tracks as well as the detailed designs of the structures to be built.

3. Definitions

- (a) "ENEFÉ" is the abbreviation for "Empresa Nacional de Ferrocarriles" which means the Bolivian National Railways Corporation.

- (b) The Tender Evaluation Committee (La Junta de Licitaciones de obras) consists of the personnel specified under the Bolivian Law for Construction Tenders in the Public Sector (Law No. 15192 dated December 15, 1977) and evaluates each tender proposal submitted and decides the acceptable bid.

4. Composition of Tender Documents

The tender documents include the following.

- 4.1 Instructions to Bidders (Volume 1)
The "Instructions to Bidders" provide necessary basic information for the preparation of proper proposals as well as the procedures and forms relating to the submission of proposals.
- 4.2 Conditions of Contract (Volume 2)
The "Conditions of Contract" provide terms and conditions which regulate the contractual relations between ENFE and the contractor.
- 4.3 General Specifications (Volume 3)
The "General Specifications" give an account of the construction work as a whole and provide general rules, specifications and conditions relating to the construction work to be done and the materials to be used.
- 4.4 Technical Specifications (Volume 4)
The "Technical Specifications" show the minimum technical requirements for the complete execution of the construction work as well as payment terms.
- 4.5 Bill of Quantities (Volume 5)
The "Bill of Quantities" shows work quantity for Description of work Item.
- 4.6 Basic Designs (Volume 6)
The "Basic Designs" illustrates the general concept of the related construction work and provides the relevant technical information.

5. General Provisions

- 5.1 General Rules
Bidders shall perform all the instructions and terms and conditions specified in the tender documents.
Ignorance and/or misinterpretation of any of the instructions or conditions on the part of bidders shall not release them from the obligation to fulfill such instructions or terms and conditions. A tender of limited competition shall be made participated in by those enterprises which have cleared the preliminary qualification.
- 5.2 Explanation of Tender Documents
No explanation concerning the tender documents, will be given verbally. Requests for explanation shall be submitted in writing to the ENFE's secretariat of the Tender Evaluation Committee at least () days prior to the closing date for the submission of tenders. Required explanations shall be given in writing by the secretariat to the related bidders at least () days prior to the closing date for the submission of tender proposals.
- 5.3 Additional Information
In the case there arises any need for addition to, revision of or explanation on any of the

tender documents after they have been mailed to bidders, supplementary notice concerning such addition, revision or explanation shall be mailed to all the invited bidders at least 15 days before the closing date for the submission of tenders.

5.4 Inspection of Project Site

Bidders shall visit and inspect the project site and its surrounding areas for the purpose of making reasonable bids. It is recommended that bidders themselves investigate the related geographical, climatic and other natural conditions, the availability and cost of materials and labor, the access to the construction site, the particulars of available boarding facilities, etc. and make bids after examining all these factors which may affect tender Documents.

5.5 Type of Construction Contract

The related construction work includes engineering work of measuring, geological survey and detailed design, and the contract of construction is based on both unit prices and lump sum prices.

5.6 Country of Origin of Equipment, Materials and Services

The successful bidder shall use, as much as possible, equipment, materials and services available in the Republic of Bolivia.

5.7 Participation of Bolivian Enterprises

When a foreign bidder makes a successful bid, it is essential for the successful bidder to allow a 30-percent participation in monetary terms to a Bolivian company or companies.

5.8 Language and Unit

All bid forms shall be prepared in Spanish, using the decimal unit, metric and kilogram-ton systems.

Any other document which may be required during the term of the contract shall also use the same language and measurement systems.

5.9 Reimbursement to Tender Documents

No bidders are entitled to claim or request any kind of compensation or reimbursement from the Tender Evaluation Committee for the cost and expenses incurred for the presentation and/or submission of tenders.

6. Preparation and Submission of Tender Documents

6.1 Composition of Tender Documents

Bid forms shall be prepared in accordance with the following documents attached to these "Instructions to Bidders".

- (a) Tender application (Form 1)
- (b) Priced Bill of Quantities (Form 2)
- (c) Bolivian and foreign workers to be hired and wages (Form 3)
- (d) Facilities and equipment to be used in the construction work (Form 4)
- (e) Price list of materials required for the construction work (Form 5)
- (f) Construction progress schedule and monthly output (Form 6)
- (g) Bid bond (Data 1)

6.2 Completeness of Tender Documents

Bidders are requested to prepare Tender Documents only after carefully examining all the tender documents, supplementary notices received during the tender period and the infor-

mation relating to the construction site.

The bidders shall be responsible for the accuracy and completeness of the Tender Documents to be submitted, particularly with respect to figures and prices. The Tender Documents shall include all the obligations set forth in the contract of construction and all matters relating to the execution of the project when a bidder makes a successful bid.

6.3 Bid Forms to be Used

Bidders shall use the bid forms prescribed by law and they shall be typewritten.

6.4 Signature on Tender Documents

The Tender Documents shall be signed by the legal representative of the bidder, provided, however, that they may be signed by an authorized proxy with power of attorney issued by the legal representative, in which case the power of attorney shall be attached to the submitted Tender Documents.

In addition to affixing his signature at the place provided for that purpose, the legal representative shall affix his signature in the left-hand side margin of each page of the Tender Documents.

6.5 Corrections

In the event that there are corrections including addition, deletion, etc. made to the Tender Documents, the legal representative of the bidder shall affix his initial in the right-hand side margin of such correction. Any Tender Documents with corrections not certified by the initial of the representative shall be rejected.

6.6 Closing Date for the Submission of Tender Documents

The Tender Documents shall be submitted by _____.

6.7 Number of Copies to be Submitted

One original and two duplicates each shall be submitted. In the case where there is some difference between the original and the duplicates, the original text shall supercede the duplicates.

6.8 Submission of Tender Documents

All the prescribed bid forms shall be put into a sealed envelope and the envelope containing the Tender Documents shall be marked with the date of submission, invitation number and construction and bidder names and provided with a notice indicating that the envelope contains the Tender Documents. The envelope shall be addressed to the following, and shall be delivered by hand. LA SECRETARIA DE LA ASESORIA JURIDICA DE ENFE, EDIFICIO ESTACION CENTRAL LA PAZ, BOLIVIA

6.9 Issue of Receipt

Upon receipt of the Tender Documents, the ENFE's secretariat of the Tender Evaluation Committee shall issue a receipt for the Tender Documents which indicates the date on which the Tender Documents were received.

6.10 Tender Price

- (a) The tender price shall include the costs and expenses relating to the equipment, materials and services which are required for the execution of the project.
- (b) The tender price shall not include reserve or provisional funds.
- (c) The priced Bill of Quantities shall indicate estimated prices for the respective description of work item in Bolivian pesos or U.S. dollars.

- (d) With respect to the kinds of construction work to which the escalation provision set forth in clause 71 of the Conditions of Contract applies, bidders are requested to refer to the Bill of Quantities (Volume 5).
- (e) Tender prices shall be indicated in both Bolivian pesos and U.S. dollars. With respect to the total tender price, The Tender Evaluation committee shall assess it by converting it from U.S. dollars into Bolivian pesos at the exchange rate quoted by the Bolivian Central Bank on the opening day of Tender Documents.

6.11 Substitutes

Materials prices shall not be estimated for substitutes.

6.12 Alternative Tenders

No alternative tenders shall be accepted.

6.13 Bid Bond

In order to guarantee the execution of the contract when bidders win the bid, they shall submit together with bid forms a guarantee for an amount not less than one percent of the total tender price in both U.S. dollars and Bolivian pesos which is issued by one of the banks acceptable to ENFE and which specifies ENFE as payee. (Refer to Data 1 for the form of bid bond).

Bid bonds submitted by bidders shall be valid for more than 90 calendar days counting from the closing day for the submission of Tender Documents. They shall be returned to unsuccessful bidders within 90 calendar days after the opening day of Tender Documents, but the bid bond submitted by the successful bidder shall be retained by ENFE until after the successful bidder executes a contract of construction in a way satisfactory to ENFE and commences construction work.

6.14 Effective Period of Tender Documents

Tender Documents submitted shall remain effective for 90 calendar days from the closing day for the submission of Tender Documents.

7. Correction and Amendment to Tender Documents after Submission

Any correction and amendment to Tender Documents already submitted shall be considered only when application in writing for such correction or amendment is submitted at least () hours prior to the closing time for the submission of Tender Documents. Corrected or amended bid forms shall be submitted again in accordance with the provision relating to the submission of Tender Documents.

8. Withdrawal of Tender Documents

In the event that bidders desire to withdraw Tender Documents after submission for any reason, they shall be returned to the related bidders only when requests for return are made in writing at least () hours prior to the closing time for the submission of Tender Documents. When bidders desire to withdraw Tender Documents after the closing time, however, the related bid bonds shall be encashed and confiscated, to which the related bidders shall have no right to object.

9. Opening of Tender Documents

Tender Documents submitted shall be opened on () by The Tender Evaluation Committee. The representatives of the bidders or their proxies may attend the opening of Tender Documents.

10. Successful Bid

After examining the Tender Documents submitted, the Tender Evaluation Committee shall decide upon the successful bid. The committee shall have the right to select as the successful bid a bid which is not necessarily the lowest.

11. Notice of Successful Bid

The Tender Evaluation committee shall inform the successful bidder of the result of the bidding in the form of Letter of Acceptance. (See Data 2 attached hereto)

12. Decision of Unit Prices

The unit prices for the respective types of construction mentioned in the successful bid shall be decided upon after adjustment and mutual agreement between the successful bidder and ENFE.

13. Execution of Contract

Within () days after the Bolivian Government gives official approval to the successful bidder shall execute the contract at the expense of ENFE. The form to be used for the contract is indicated in Data 1 attached to the Conditions of Contract (Volume 2).

In the event that the contract is not executed within the specified period by the fault of the successful bidder, to which the successful bidder shall have no right to object.

14. Effective Date of Contract

The contract shall become effective on the day on which the Bolivian Government gives official approval to the decision of the successful bid. ENFE shall inform the successful bidder of the effective date of the contract without delay.

II. BID FORM

Tender Application
Railway Rehabilitation Project, Eastern Line
(IPIAS – ROBORE)

To: *Chairman of the Tender Evaluation Committee*

Gentlemen,

Having examined the Drawings, Conditions of Contract, Specification and Bill of Quantities for the execution of the above-named Works, we, the undersigned, offer to execute complete and maintain the whole of the said Works in conformity with the said Drawings, Conditions of Contract, Specification and Bill of Quantities for the sum of _____ (_____)
or such other sums as may be ascertained in accordance with the said Conditions.

2. We undertake if our Tender is accepted to commence the Works within _____ days of receipt of the Engineer's order to commence, and to complete and deliver the whole of the Works comprised in the Contract within _____ days calculated from the last day of the aforesaid period in which the Works are to be commenced.

3. If our tender is accepted we will, if required, obtain the guarantee of an Insurance Company or Bank or other sureties (to be approved by you) to be jointly and severally bound with us in a sum not exceeding ___ per cent. of the above-named sum for the due performance of the Contract under the terms of a Bond to be approved by you.

4. We agree to abide by this Tender for the period of _____ days from the date fixed for receiving the same and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

5. Unless and until a formal Agreement is prepared and executed this Tender, together with your written acceptance thereof, shall constitute a binding Contract between us.

6. We understand that you are not bound to accept the lowest or any tender you may receive.

Date _____

Name of the bidder _____ Name of the witness _____

Signature _____ Signature _____

Name of signer _____ Name of signer _____

Position _____ Position _____

Address _____ Address _____

Form 2

Railway Rehabilitation Project, Eastern Line (IPIAS - ROBORE)

Priced Bill of Quantities

\$b
U.S. \$

Description of Work Item	Unit	Quantity	Unit Price		Amount		Total	Application of escalation clause		Remarks
			Domestic currency (\$b)	Foreign currency (US\$)	Domestic currency \$b	Foreign currency (US\$)		Domestic currency \$b	Foreign currency (US\$)	
Aggregate total										

REMARKA:

Total shall be accumulation of the amount which was converted from U.S. dollar to Bolivian Peso by the rate set forth by the Lapaz Central Bank on the day before opening of tender documents.

Bolivian and Foreign Workers to be Hired and Basic Wages

Unit (\$b)

Type of Job	Basic Daily Wages	Per Day				Number of Workers	Qualification
		Social Insurance	Bonus	Allowances	Total		
[Bolivian]							
Carpenter							
Steel reinforcement worker							
Concrete worker							
Earth worker							
Welder							
Painter							
.....							
.....							
[Foreigners]							
Carpenter							
.....							
.....							

- (a) Wages shall be indicated in both domestic and foreign currencies.
- (b) The number of workers required for full operation shall be mentioned.

Price List of Materials Required for the Work

Article Name	Unit	Price		Country of origin	Remarks
		\$b	\$US		
(Example)					
1. Ordinary portland cement	50 kg/packed				
2. Steel reinforcement bar ϕ mm	kg				
3. Steel products					
Steel plate	kg				
L beam	kg				
C beam	kg				
H beam	kg				
4. Sand (for concrete)	m ³				
5. Gravel (for concrete)	m ³				
6. Bricks	each				
7. Gassoline	ℓ				
8. Diesel fuel	ℓ				
9. Concrete form	m ²				
10. Dynamite	kg				
11. Rail (37 kg/m)	kg				
12. Fish plate	each				
13. Bolt, Nut, Washer	each				
14. Screw spike	each				

The prices mentioned are landed prices as of _____.

Progress Schedule and Monthly Output

Item	Month												...									
	1	2	3	4	5	6	7	8	9	10	11	12		13	14	15	16	17	18	19	20	21
1. Surveying					20																	
2. Geological survey					(80)																	
3. Detailed design																						
4. Earth work																						
5. Bridge construction																						
6. Track materials																						
7. Track motor trolley																						
8. Administration building																						
9. Communication facilities																						
Amount																						
Total																						

- (a) Any type of work must come under one of the types of work provided.
- (b) Amounts must be indicated in both Bolivian and U.S. currencies. The amount in U.S. currency must be indicated in parentheses below the bars.
- (c) Unit prices in Bolivian currency must use 10^5 \$b unit and those in the U.S. currency must use 10^3 US\$ unit.
- (d) Do not fill in the column for "Total".

III. ATTACHED MATERIALS

Data 1

Bid Bond

To: Chairman of the Tender Evaluation Committee

Gentlemen:

With respect to the Railway Rehabilitation Project between Ipias and Robore on the Eastern Line, we hereby guarantee the bid submitted by _____ up to the amount of \$b () () and US\$ () ().

In the event that the above-mentioned bidder fails to execute the contract in accordance with the terms and conditions set forth in the tender documents, we will pay the guaranteed amount of money to ENFE upon receipt of a written claim signed by the chairman of the Tender Evaluation Committee.

Please note in this connection that this bid bond has no bearing upon any other documents, legal or otherwise, or the existing contract between ENFE and the above-mentioned bidder or any extensions or amendments thereof. In other words, we will not hold ourselves responsible legally or otherwise for anything other than the guarantee specifically mentioned in this bid bond.

This bid bond will be effective for 90 calendar days counting from _____, 198 , which means that it will become null and void on _____, 198 .

Date _____

Name of the bank _____

Signature _____

Name of the signer _____

Position _____

Address _____

Notes: The form prescribed by the bonding bank must be used.

Letter of Acceptance

To: Messrs: _____

Gentlemen:

The Tender Evaluation Committee and ENFE have the pleasure of informing you unofficially that, as a result of our examination of your tender, we have decided to place with you an order relating to the Railway Rehabilitation Project between Ipias and Robore on the Eastern Line.

1. Contract Amount

The contract consists, in monetary terms, of \$b () () and US\$ () (). Accordingly, the aggregate amount of the contract calculated in the Bolivian currency is \$b () ().

2. Advance Payment

Advance payment will be made under the following terms and conditions.

- (1) \$b () () accounting for 20% of the contract amount quoted in Bolivian currency will be paid within () days after the establishment of the related effective date of contract.
- (2) US\$ () () accounting for 20% of the contract amount quoted in U.S. currency will be paid within () days after the establishment of the related effective date of contract.
- (3) With respect to the advance payment specified in paragraphs (1) and (2) above, the contractor is required to submit an advance payment bond issued by a bank acceptable to ENFE. The advance payment does not carry interest.

3. Performance Bond

The performance bond under this contract is 10% of the respective contracts herein specified. The performance bond must be submitted within () days after the effective date of the contract and returned to you within () days after the issue of the certificate of completion of the construction.

4. Work Execution Bond

The work execution bond under this contract is 10% of the respective contract amounts herein specified. The work execution bond must be submitted within () days after the effective date of the contract to be returned to you within () days after the issue of the final certificate.

5. Construction Period.

The period of construction under this contract is () calendar months after commencement of Works.

To substantiate the mutual agreement relating the Letter of Acceptance, the Tender Evaluation Committee, ENFE and Contractor have prepared three of the Letter of Acceptance with their signatures affixed. These parties hereto are required to keep one copy each.

Date: _____

Contractor _____

Signature _____

Name of the signer _____

Position _____

Tender Evaluation Committee _____

Signature _____

Name of the signer _____

Position _____

ENFE _____

Signature _____

Name of signer _____

Position _____

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