

## **SPECIAL CIRCULAR 1 – Submission of Bid Proposals (Documents)**

**Reference: SEZAD Tender No. (24-2014) "Grading Works at Northern Industrial Zone"**

Date of Collection of Tender Documents: 19/10/2014
   
 Submission date: **25/11/2014**
  
 New extended submission date: **16/12/2014**

### **BID PROPOSALS (DOCUMENTS) TO BE SUBMITTED TO SEZAD (Hard or Soft copies)**

Thank you for your participation in the above tender.

This Circular (Special Circular 1) is issued to clarify the method/type of documents' submission for the purpose of this tender.

The followings are required to be submitted (hard or soft copies or both) as stipulated.

*(Important note: Tender Documents as issued to all bidders are in CD (or DVD) – NO requirement to print and submit hard copies Tender Documents; saved as stated below.*

1	Form of Tender (FOT) and Appendix to FOT.	Duly filled, stamped and signed by Authorised Officer of the Bidder.	In HARD COPIES. (One original & 1 copy).
2	Bid Bond.	To be part of Technical Proposal Envelope; duly filled, stamped and signed as issued by Bidder's Bank.	Original Bid Bond – in HARD COPIES. (One original & 1 copy).
3.1	Printed hard copies - Bills of Quantities (BOQs).	All printed pages; each bottom (right-hand) page to be duly initialed.  The Final Summary Page, to be duly filled, stamped and signed by Authorised Officer of the Bidder. [Evidence of submission with the figures (numbers) and been duly stamped and signed by Bidder is required].	In HARD COPIES. (One original and 1 copy).
3.2	Excel-sheet filled (soft copy) Bills of Quantities (BOQs).	All duly-filled in Microsoft (excel sheet BOQs). [Arithmetical checking can be conducted].	In SOFT COPIES (CD). (2 CDs).
4	List of Equipment, List of Personnel,	To submit all Lists, etc. as per stated in Tender Documents.	In <u>both</u> HARD & SOFT COPIES.



	List of Omani Employees, List of Ex-pat Employees as required as part of Technical Proposal Evaluation.		(One original and 1 copy plus 2 CDs).
5	Schedule of Particulars, Guarantees and Other Attachments (including all issued Circulars and Addenda).	To submit all Particulars, etc. as per stated in Tender Documents.	In <u>both</u> HARD & SOFT COPIES. (One original and 1 copy plus 2 CDs).

**Important Notes:**

- 1- Any queries and/or clarifications are to be officially submitted to SEZAD Tenders via email: [sezadtenders@duqm.com](mailto:sezadtenders@duqm.com).
- 2- All Bidders are to endorse this circular and attach it as part of their tender submission.
- 3- Bidders are advised that Queries on this Tender is **CLOSED**. (Submission Date: 16 Dec 14).

Yours Sincerely,

SEZAD,  
Tenders and Contracts Department

