

TERMS OF REFERENCES (TORS)

ENGAGEMENT OF CONSULTANT FOR DESIGN REVIEW AND CONSTRUCTION SUPERVISION OF CONCRETE SILOS 30,000 M.TONS CAPACITY STORAGE AT FAZILPUR DISTRICT RAJANPUR

November, 2014



**GOVERNMENT OF THE PUNJAB
FOOD DEPARTMENT**

1. **INTRODUCTION.**

Food Department, Punjab intends to construct concrete silos of 30,000 M.Tons capacity at Fazilpur district Rajanpur. M/S Republic Engineering Corporation (Pvt) Ltd., Lahore was engaged for the designing / drawing of specifications of concrete silos and allied equipments. The estimated cost of the project is **443.261** million and requisite funds for utilization on this project has been sanctioned / provided by the Government.

Food Department intends to engage a Consultant for the project during the execution of construction work at Fazilpur district Rajanpur.

2. **OBJECTIVE**

Food Department indents to engage consultant(s) for design review and Resident construction supervision of the project during its implementation stage which is scheduled to be accomplished during the financial years 2014-15 and 2015-16. The objective of this consultancy would be:-

- i) To review the detailed drawing / design / specification of concrete silos and allied plant, equipment & machinery for defects / rectification and optimum use of the money.
- ii) To ensure provision of quality supervision by consultant for procurement of stores, construction of civil work and procurement, installation / erection of plant and machinery and allied contract management in association with the department.

3. **SCOPE OF WORK**

The scope of the consultant will include but not necessarily limited to:-

- i) To undertake comprehensive review of detailed drawings / designs / specification of concrete silos, with respect to its appropriateness / constructability / adequacy and safety and point out to the client / department the deficiencies requiring rectification alongwith appropriate recommendations / solution.
- ii) To incorporate changes in the designs / drawings / specifications already completed for bidding / tendering / award of the contract prepared by the former Consultant to cater for

completeness and adequacy thereof in association with Food Department.

- iii) To carry out supervision of all construction work at site in accordance with final design / drawings to ensure its quality standards.
- iv) To assist and advise Executing Agency regarding purchase of modern equipment, machinery, plant etc of Grain Handling System alongwith inspection of proposed equipment, installation, erection and commissioning.
- v) The consultant shall issue instructions with prior approval of the Engineer to the contractor (s) and provide Engineering Supervision to the Execution of work.
- vi) The consultant should ensure Quality Control through Laboratory test and other non-destructive tests at the expenses of the contractor.
- vii) "The Engineer" of the project would be C&W Department while consultant will be the representative of Food Department.
- viii) The consultant will be further responsible for:-
 - 1-A) Consultant will establish an office at site of project from his own source, meet the running / operational expenses for the site office.
 - 1. Review of Contractor's Shop Drawings.
 - 2. Review of technical submittal for equipment.
 - 3. Pre-delivery inspection of major equipments / stores.
 - 4. Review and approval of samples of materials. Ensure quality control through Lab tests / other non-destructive tests at the expense of the contractor.
 - 5. Issue instructions to the contractor (s) with the approval of client during execution of work.
 - 6. Periodic visits by Electrical / Mechanical / Civil / Structural Engineering of the Consultant. The Engineer (s) of the consultant should have experienced in respective field of specialization.
 - 7. Supervision of Testing and Commissioning of Silos.

8. The orders regarding change / modification in approved design will be issued by the consultant after obtaining approval of the Employer.
9. Prepare monthly progress reports. Maintain estimates and comparative statement of project cost and submit reports to the Employer.
10. Assist in liaison between the Employer and Contractor.
11. Consultant shall certify that works are executed, as per approved design, drawings, standard specification, and technically sanctioned estimate and with the provision of contract agreement.
12. Consultant shall supervise the contractor in all matters concerning safety and care of the work and advise the Employer on any problem arising in the provision of silos.
13. Consultant shall verify whether the material brought at site by the contractor (s) is in accordance with the specifications and is got tested, as per standard practices.
14. Consultant will check systematically the progress of work, according to the installation schedule of the agreement and would submit monthly progress report to Employer pointing out the deficiencies and suggest remedial measures.
15. Consultant shall submit the record of daily inspection report to the Employer on weekly basis.
16. Consultant shall carry out detailed final inspection of the work and shall recommend to the Employer for issuance of completion certificate stating that the work has been completed as per design, drawings, standard specifications and contract agreement.
17. One month prior to the expiry of period, consultant will carry out a detailed final inspection of work and submit a report to Employer pointing out defects in work.
18. Supervision during handing over and taking over of the system.

19. Employer shall be at liberty to increase or decreases the quantum of work without assigning any reason.

20. Employer's Authorized Representative may regularly visit the site for checking supervision of consultant and the quality of work executed by contractor and issue necessary instructions to the consultant or contractor for proper execution of work.

4. **PROFESSIONAL LIABILITY:**

Professional liabilities as stated in the prevalent Conduct and Practice of Consulting Engineers prescribed by PEC and Rule 54 of Punjab Procurement Rules 2014 shall be applicable to the Consultant (s).

If the client suffers any loss or damage as a result of proven fault, error or omission in design / execution of project, the consultant shall be responsible to have good such loss or damage in accordance with provision mentioned in PPRA Rules 2014.

5. **CONSULTANT FEE.**

The consultant will quote fee on input of man month basis duly supported by break up of cost, keeping in view the break up of deliverables of the task, as given in reporting requirement. The fee and mode of payment of consultancy services shall be negotiated and finalized by the Department with the Consultant (s). The payment to the consultant should be subject to the following:-

- i. Consultant's Fee will be linked to Contractor's payment made on basis of physical progress of work / successful completion of various deliverables like design review, completion of civil work, procurement of equipments, machinery etc of Grain Handling System, installation and commissioning of equipment and machinery etc.
- ii. On satisfactory performance of service, the payment to the consultant shall be made in proportion to work done at the site and payment made to contractor. Such payment shall be made upto 90% of payable amount. The remaining 10% shall be released at the time of completion of scheme.

- iii. 10 percent of cash running payment shall be withheld by the Employer as a security deposit. The amount shall be released after expiry of the maintenance period of the contractor.
- iv. In case of any dispute (s), the decision of Employer will be considered as final.
- v. The client will deduct any tax levied by Government including income tax etc while releasing due payment to consultant.

6. **ROLE OF THE CLIENT.**

The Director Food Punjab will act as Coordinator, who shall be authorized to approve the action plan / work plan proposed by the consultant (s). Furthermore, Director Food, Punjab's Authorized Representative (s) may regularly visit the site for checking / supervision of consultant service and the quality of work executed by the contractor and issue necessary instructions to the consultant or contractor for proper execution of work.

7. **DURATION OF THE ASSIGNMENT**

The target time for completion of the assignment will be as under:-

| Deliverables | Tentative Time period |
|---|------------------------------|
| a) Design review | One month |
| b) Construction Supervision of Civil works and purchase of equipment, machinery plant etc of Grain Handling System alongwith inspection of proposed equipment installation, erection and commissioning. | Twelve months |

8. **BOARDING, LODGING AND TA ARRANGEMENT.**

Travelling Cost, Boarding & Lodging will be sole responsibility of the Consultant (s).

9. **TEAM OF THE CONSULTANT(S).**

Core team of the Consultants will consist of the following:-

| S.No. | Consultant Team | Minimum Qualification | Experience |
|--------------|--|------------------------------|-------------------|
| 1. | Structural Engineer for Design vetting/review. | B.Sc Eng. | 10 Years |

| | | | |
|----|---|-------------------------|----------|
| 2. | Resident Engineer | B.Sc Eng (Civil) | 10 Years |
| 3. | Mechanical Engineer (having experience in PLC panels) | B.Sc Eng (Mechanical) | 10 Years |
| 4. | Qty. Surveyor | 3 Years Diploma (Civil) | 5 Years |

The charges for other necessary supporting staff to be provided by the consultant such as computer operator, Record keeper and Lab. Assistant etc will be borne by themselves.

Note:- Client will have a right to off-load or upload the staff keeping in view the pace of work / funding position.

10 **REPORTING REQUIREMENTS.**

Food Department will constitute a team headed by Director Food, Punjab to act as competent forum for grant of necessary approval pertaining to the above mentioned steps / activities of the task of consultancy. The consultant shall be further required:-

1. To review the design prepared by the M/S Republic Engineering Corporation and submit his evaluation within the 30 days of this engagement for this assignment.
2. Consultant shall submit the record of daily inspection report to the Employer on weekly basis.
3. Consultant will submit monthly progress report at the end of each month.
4. One month prior to the expiry of period, consultant will carry out a detailed final inspection of work and submit a report to Employer pointing out defects in work.
5. The final report to this consultancy should be submitted to the Director Food Punjab, well ahead of conclusion of the consultancy time period.
6. To report the verification of work done in accordance with the specifications and propose / recommend the amount of payment to be made in the light of provisions of the contract award to the firm.

CONFLICT OF INTEREST.

Design consultant will not be eligible to participate in this consultancy.

