

BID No.: 0703-1450CIC2Y053

**Energy Saving Renovation for Existing  
Buildings in Harbin**

**Procurement of Energy-saving Windows**

(Procurement Plan No. 2015-B1-Goods)

**BIDDING DOCUMENT**

**INTERNATIONAL COMPETITIVE BIDDING (ICB)**

**The Purchaser:** Heilongjiang Weisheng Building Energy  
Conservation Engineering Co., Ltd

**Tender Agent:** Instrimpex International Tendering Company

August, 2015



# Bidding Document

## Table of Contents

<b>PART 1 – Bidding Procedures.....</b>	<b>1</b>
Section I. Instructions to Bidders .....	2
Section II. Bidding Data Sheet (BDS) .....	26
Section III. Evaluation and Qualification Criteria .....	30
Section IV. Bidding Forms .....	33
Section V. Eligible Countries .....	51
<b>PART 2 – Supply Requirements.....</b>	<b>52</b>
Section VI. Schedule of Requirements.....	53
<b>PART 3 - Contract.....</b>	<b>75</b>
Section VII. General Conditions of Contract .....	75
Section VIII. Special Conditions of Contract.....	94
Section IX. Contract Forms.....	101
Invitation for Bids (IFB) .....	108



## **PART 1 – Bidding Procedures**

# Section I. Instructions to Bidders

## Table of Contents

<b>A. General .....</b>	<b>4</b>
1. Scope of Bid .....	4
2. Source of Funds.....	4
3. Fraud and Corruption.....	4
4. Eligible Bidders.....	6
5. Eligible Goods and Related Services .....	7
<b>B. Contents of Bidding Documents.....</b>	<b>7</b>
6. Sections of Bidding Documents .....	7
7. Clarification of Bidding Documents .....	8
8. Amendment of Bidding Documents .....	8
<b>C. Preparation of Bids.....</b>	<b>9</b>
9. Cost of Bidding .....	9
10. Language of Bid.....	9
11. Documents Comprising the Bid .....	9
12. Bid Submission Form and Price Schedules .....	9
13. Alternative Bids .....	10
14. Bid Prices and Discounts .....	10
15. Currencies of Bid .....	12
16. Documents Establishing the Eligibility of the Bidder .....	12
17. Documents Establishing the Eligibility of the Goods and Related Services.....	13
18. Documents Establishing the Conformity of the Goods and Related Services .....	13
19. Documents Establishing the Qualifications of the Bidder .....	13
20. Period of Validity of Bids .....	14
21. Bid Security and Bid-Securing Declaration .....	14
22. Format and Signing of Bid .....	16
<b>D. Submission and Opening of Bids .....</b>	<b>16</b>
23. Submission, Sealing and Marking of Bids .....	16
24. Deadline for Submission of Bids .....	17
25. Late Bids .....	17
26. Withdrawal, Substitution, and Modification of Bids .....	17
27. Bid Opening.....	18
<b>E. Evaluation and Comparison of Bids.....</b>	<b>19</b>

28.	Confidentiality .....	19
29.	Clarification of Bids .....	19
30.	Responsiveness of Bids .....	19
31.	Non-conformities, Errors, and Omissions .....	20
32.	Preliminary Examination of Bids .....	20
33.	Examination of Terms and Conditions; Technical Evaluation .....	21
34.	Conversion to Single Currency .....	21
35.	Domestic Preference .....	21
36.	Evaluation of Bids .....	21
37.	Comparison of Bids .....	23
38.	Postqualification of the Bidder .....	23
39.	Purchaser's Right to Accept Any Bid, and to Reject Any or All Bids .....	23
<b>F. Award of Contract .....</b>		<b>23</b>
40.	Award Criteria .....	23
41.	Purchaser's Right to Vary Quantities at Time of Award .....	23
42.	Notification of Award .....	23
43.	Signing of Contract .....	24
44.	Performance Security .....	24

## Section I. Instructions to Bidders

### General

#### Scope of Bid

1.1 The Purchaser **indicated in the Bidding Data Sheet (BDS)**, issues these Bidding Documents for the supply of Goods and Related Services incidental thereto as specified in Section VI, Schedule of Requirements. The name and identification number of this International Competitive Bidding (ICB) procurement are **specified in the BDS**. The name, identification, and number of lots of are **provided in the BDS**.

1.2 Throughout these Bidding Documents:

- (a) the term “in writing” means communicated in written form (e.g. by mail, e-mail, fax, telex) with proof of receipt;
- (b) if the context so requires, “singular” means “plural” and vice versa; and
- (c) “day” means calendar day.

#### Source of Funds

2.1 The Borrower or Recipient (hereinafter called “Borrower”) **specified in the BDS** has applied for or received financing (hereinafter called “funds”) from European Investment Bank (hereinafter called “EIB” or “the Bank”) toward the cost of the project **named in the BDS**. The Borrower intends to apply a portion of the funds to eligible payments under the contract for which these Bidding Documents are issued.

2.2 Payments by the EIB will be made only at the request of the Borrower and upon approval by the EIB in accordance with the terms and conditions of the financing agreement between the Borrower **and** the EIB (hereinafter called the Loan Agreement), and will be subject in all respects to the terms and conditions of that Loan Agreement. No party other than the Borrower shall derive any rights from the Loan Agreement or have any claim to the funds.

#### Fraud and Corruption

3.1 It is the EIB’s policy to require that Borrowers (including beneficiaries of the EIB loans), as well as bidders, suppliers, and contractors and their agents (whether declared or not), personnel, subcontractors, sub-consultants, service providers and suppliers under Bank-financed contracts, observe the highest standard of

ethics during the procurement and execution of such contracts.<sup>1</sup> In pursuance of this policy, the EIB:

- (a) defines, for the purposes of this provision, the terms set forth below as follows:
  - (i) “corrupt practice” is the offering, giving, receiving or soliciting, directly or indirectly, of anything of value to influence improperly the actions of another party<sup>2</sup>;
  - (ii) “fraudulent practice” is any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation<sup>3</sup>;
  - (iii) “collusive practice” is an arrangement between two or more parties<sup>4</sup> designed to achieve an improper purpose, including to influence improperly the actions of another party;
  - (iv) “coercive practice” is impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence improperly the actions of a party<sup>5</sup>;
- (b) will reject a proposal for award if it determines that the bidder recommended for award has, directly or through an agent, engaged in corrupt, fraudulent, collusive, coercive or obstructive practices in competing for the contract in question;
- (c) will cancel the portion of the loan allocated to a contract if it determines at any time that representatives of the Borrower or of a beneficiary of the loan engaged in corrupt, fraudulent, collusive, or coercive practices during the procurement or the execution of that contract, without the Borrower having taken timely and appropriate action satisfactory to the Bank to address

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<sup>1</sup>In this context, any action taken by a bidder, supplier, contractor, or any of its personnel, agents, subcontractors, sub-consultants, service providers, suppliers and/or their employees to influence the procurement process or contract execution for undue advantage is improper.

<sup>2</sup>“Another party” refers to a public official acting in relation to the procurement process or contract execution. In this context, “public official” includes EIB staff and employees of other organizations taking or reviewing procurement decisions.

<sup>3</sup>“Party” refers to a public official; the terms “benefit” and “obligation” relate to the procurement process or contract execution; and the “act or omission” is intended to influence the procurement process or contract execution.

<sup>4</sup>“Parties” refers to participants in the procurement process (including public officials) attempting to establish bid prices at artificial, non- competitive levels.

<sup>5</sup>“Party” refers to a participant in the procurement process or contract execution.

such practices when they occur; and

- (d) will sanction a firm or an individual, at any time, in accordance with prevailing Bank's sanctions procedures<sup>a</sup>, including by publicly declaring such firm or individual ineligible, either indefinitely or for a stated period of time: (i) to be awarded a Bank-financed contract; and (ii) to be a nominated<sup>b</sup> subcontractor, consultant, manufacturer or supplier, or service provider of an otherwise eligible firm being awarded a Bank-financed contract.
- (e) In further pursuance of this policy, Bidders shall permit the Bank to inspect any accounts and records and other documents relating to the Bid submission and contract performance, and to have them audited by auditors appointed by the EIB.

3.2 Furthermore, Bidders shall be aware of the provision stated in Sub-Clause 34.1 (a) of the General Conditions of Contract.

#### **Eligible Bidders**

4.1 A Bidder, and all parties constituting the Bidder, may have the nationality of any country, subject to the restrictions specified in Section V, Eligible Countries. A Bidder shall be deemed to have the nationality of a country if the Bidder is a citizen or is constituted, incorporated, or registered and operates in conformity with the provisions of the laws of that country. This criterion shall also apply to the determination of the nationality of proposed subcontractors or suppliers for any part of the Contract including Related Services.

4.2 A Bidder shall not have a conflict of interest. All bidders found to have conflict of interest shall be disqualified. Bidders may be considered to have a conflict of interest with one or more parties in this bidding process, if they:

- (a) are or have been associated in the past, with a firm or any of its affiliates which have been engaged by the Purchaser to provide consulting services for the preparation of the design, specifications, and other documents to be used for the procurement of the goods to be purchased under these Bidding Documents ; or
- (b) submit more than one bid in this bidding process, except for alternative offers permitted under ITB Clause 13. However, this does not limit the participation of subcontractors in more than one bid;

4.3 A firm that has been sanctioned by the Bank in accordance with the above ITB Clause 3. The list of debarred firms is available at the electronic address specified in the **BDS**.

4.4 Government-owned enterprises in the Borrower's Country shall be eligible only if they can establish that they (i) are legally and financially autonomous, (ii) operate under commercial law, and (iii) are not a dependent agency of the Purchaser.

4.5 Bidders shall provide such evidence of their continued eligibility satisfactory to the Purchaser, as the Purchaser shall reasonably request.

#### **Eligible Goods and Related Services**

5.1 All the Goods and Related Services to be supplied under the Contract and financed by the Bank may have their origin in any country in accordance with Section V, Eligible Countries.

5.2 For purposes of this Clause, the term "goods" includes commodities, raw material, machinery, equipment, and industrial plants; and "related services" includes services such as insurance, installation, training, and initial maintenance.

5.3 The term "origin" means the country where the goods have been mined, grown, cultivated, produced, manufactured or processed; or, through manufacture, processing, or assembly, another commercially recognized article results that differs substantially in its basic characteristics from its components.

### **Contents of Bidding Documents**

#### **Sections of Bidding Documents**

6.1 The Bidding Documents consist of Parts 1, 2, and 3, which include all the Sections indicated below, and should be read in conjunction with any Addendum issued in accordance with ITB Clause 8.

#### **PART 1 Bidding Procedures**

- Section I. Instructions to Bidders (ITB)
- Section II. Bidding Data Sheet (BDS)
- Section III. Evaluation and Qualification Criteria
- Section IV. Bidding Forms
- Section V. Eligible Countries

## **PART 2 Supply Requirements**

- Section VI. Schedule of Requirements

## **PART 3 Contract**

- Section VII. General Conditions of Contract (GCC)
- Section VIII. Special Conditions of Contract (SCC)
- Section IX. Contract Forms

6.2 The Invitation for Bids issued by the Purchaser is not part of the Bidding Documents.

6.3 The Purchaser is not responsible for the completeness of the Bidding Documents and their addendum, if they were not obtained directly from the Purchaser.

6.4 The Bidder is expected to examine all instructions, forms, terms, and specifications in the Bidding Documents. Failure to furnish all information or documentation required by the Bidding Documents may result in the rejection of the bid.

### **Clarification of Bidding Documents**

7.1 A prospective Bidder requiring any clarification of the Bidding Documents shall contact the Purchaser in writing at the Purchaser's address **specified in the BDS**. The Purchaser will respond in writing to any request for clarification, provided that such request is received no later than twenty-one (21) days prior to the deadline for submission of bids. The Purchaser shall forward copies of its response to all those who have acquired the Bidding Documents directly from it, including a description of the inquiry but without identifying its source. Should the Purchaser deem it necessary to amend the Bidding Documents as a result of a clarification, it shall do so following the procedure under ITB Clause 8 and ITB Sub-Clause 24.2.

### **Amendment of Bidding Documents**

8.1 At any time prior to the deadline for submission of bids, the Purchaser may amend the Bidding Documents by issuing addendum.

8.2 Any addendum issued shall be part of the Bidding Documents and shall be communicated in writing to all who have obtained the Bidding Documents directly from the Purchaser.

8.3 To give prospective Bidders reasonable time in which to take an addendum into account in preparing their bids, the Purchaser may, at its discretion, extend the deadline for the submission of bids,

pursuant to ITB Sub-Clause 24.2

### **Preparation of Bids**

#### **Cost of Bidding**

9.1 The Bidder shall bear all costs associated with the preparation and submission of its bid, and the Purchaser shall not be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

#### **Language of Bid**

10.1 The Bid, as well as all correspondence and documents relating to the bid exchanged by the Bidder and the Purchaser, shall be written in the language **specified in the BDS**. Supporting documents and printed literature that are part of the Bid may be in another language provided they are accompanied by an accurate translation of the relevant passages into the language **specified in the BDS**, in which case, for purposes of interpretation of the Bid, such translation shall govern.

#### **Documents Comprising the Bid**

11.1 The Bid shall comprise the following:

- (a) Bid Submission Form and the applicable Price Schedules, in accordance with ITB Clauses 12, 14, and 15;
- (b) Bid Security or Bid-Securing Declaration, in accordance with ITB Clause 21, if required;
- (c) written confirmation authorizing the signatory of the Bid to commit the Bidder, in accordance with ITB Clause 22;
- (d) documentary evidence in accordance with ITB Clause 16 establishing the Bidder's eligibility to bid;
- (e) documentary evidence in accordance with ITB Clause 17, that the Goods and Related Services to be supplied by the Bidder are of eligible origin;
- (f) documentary evidence in accordance with ITB Clauses 18 and 30, that the Goods and Related Services conform to the Bidding Documents;
- (g) documentary evidence in accordance with ITB Clause 19 establishing the Bidder's qualifications to perform the contract if its bid is accepted; and
- (h) covenant integrity stipulated in Section IV. for Bidding Forms.

#### **Bid Submission**

12.1 The Bidder shall submit the Bid Submission Form using the

**Form and Price Schedules**

form furnished in Section IV, Bidding Forms. This form must be completed without any alterations to its format, and no substitutes shall be accepted. All blank spaces shall be filled in with the information requested.

12.2 The Bidder shall submit the Price Schedules for Goods and Related Services, according to their origin as appropriate, using the forms furnished in Section IV, Bidding Forms

**Alternative Bids**

13.1 Unless otherwise **specified in the BDS**, alternative bids shall not be considered.

**Bid Prices and Discounts**

14.1 The prices and discounts quoted by the Bidder in the Bid Submission Form and in the Price Schedules shall conform to the requirements specified below.

14.2 All lots and items must be listed and priced separately in the Price Schedules.

14.3 The price to be quoted in the Bid Submission Form shall be the total price of the bid, excluding any discounts offered.

14.4 The Bidder shall quote any unconditional discounts and indicate the method for their application in the Bid Submission Form.

14.5 The terms EXW, CIP, and other similar terms shall be governed by the rules prescribed in the current edition of Incoterms, published by The International Chamber of Commerce, as specified in the **BDS**.

14.6 Prices shall be quoted as specified in each Price Schedule included in Section IV, Bidding Forms. The dis-aggregation of price components is required solely for the purpose of facilitating the comparison of bids by the Purchaser. This shall not in any way limit the Purchaser's right to contract on any of the terms offered. In quoting prices, the Bidder shall be free to use transportation through carriers registered in any eligible country, in accordance with Section V Eligible Countries. Similarly, the Bidder may obtain insurance services from any eligible country in accordance with Section V Eligible Countries. Prices shall be entered in the following manner:

- (a) For Goods manufactured in the Purchaser's Country:
  - (i) the price of the Goods quoted EXW (ex works, ex factory, ex warehouse, ex showroom, or off-the-shelf, as applicable), including all customs duties and sales and other taxes already paid or payable on the components and raw material used in the manufacture or assembly of

- the Goods;
- (ii) any Purchaser's Country sales tax and other taxes which will be payable on the Goods if the contract is awarded to the Bidder; and
  - (iii) the price for inland transportation, insurance, and other local services required to convey the Goods to their final destination (Project Site) specified in the **BDS**.
- (b) For Goods manufactured outside the Purchaser's Country, to be imported:
- (i) the price of the Goods, quoted CIP named place of destination, in the Purchaser's Country, or CIF named port of destination, as specified in the **BDS**;
  - (ii) the price for inland transportation, insurance, and other local services required to convey the Goods from the named place of destination to their final destination (Project Site) specified in the **BDS**;
  - (iii) in addition to the CIP prices specified in (b)(i) above, the price of the Goods to be imported may be quoted FCA (named place of destination) or CPT (named place of destination), if so specified in the **BDS**;
- (c) For Goods manufactured outside the Purchaser's Country, already imported:
- (i) the price of the Goods, including the original import value of the Goods; plus any mark-up (or rebate); plus any other related local cost, and custom duties and other import taxes already paid or to be paid on the Goods already imported.
  - (ii) the custom duties and other import taxes already paid (need to be supported with documentary evidence) or to be paid on the Goods already imported;
  - (iii) the price of the Goods, obtained as the difference between (i) and (ii) above;
  - (iv) any Purchaser's Country sales and other taxes which will be payable on the Goods if the contract is awarded to the Bidder; and
  - (v) the price for inland transportation, insurance, and other

local services required to convey the Goods from the named place of destination to their final destination (Project Site) specified in the **BDS**.

- (d) for Related Services, other than inland transportation and other services required to convey the Goods to their final destination, whenever such Related Services are specified in the Schedule of Requirements:
  - (i) the price of each item comprising the Related Services (inclusive of any applicable taxes).

14.7 Prices quoted by the Bidder shall be fixed during the Bidder's performance of the Contract and not subject to variation on any account, unless otherwise specified in the **BDS**. A Bid submitted with an adjustable price quotation shall be treated as non responsive and shall be rejected, pursuant to ITB Clause 30. However, if in accordance with the **BDS**, prices quoted by the Bidder shall be subject to adjustment during the performance of the Contract, a bid submitted with a fixed price quotation shall not be rejected, but the price adjustment shall be treated as zero.

14.8 If so indicated in ITB Sub-Clause 1.1, bids are being invited for individual contracts (lots) or for any combination of contracts (packages). Unless otherwise indicated in the **BDS**, prices quoted shall correspond to 100 % of the items specified for each lot and to 100% of the quantities specified for each item of a lot. Bidders wishing to offer any price reduction (discount) for the award of more than one Contract shall specify the applicable price reduction in accordance with ITB Sub-Clause 14.4 provided the bids for all lots are submitted and opened at the same time.

#### **Currencies of Bid**

15.1 The Bidder shall quote in the currency of the Purchaser's Country the portion of the bid price that corresponds to expenditures incurred in the currency of the Purchaser's country, unless otherwise specified in the **BDS**.

15.2 The Bidder may express the bid price in the currency of any country in accordance with Section V, Eligible countries. If the Bidder wishes to be paid in a combination of amounts in different currencies, it may quote its price accordingly but shall use no more than three currencies in addition to the currency of the Purchaser's Country.

#### **Documents Establishing the**

16.1 To establish their eligibility in accordance with ITB Clause 4, Bidders shall complete the Bid Submission Form, included in Section IV,

**Eligibility of the Bidder**

Bidding Forms.

**Documents Establishing the Eligibility of the Goods and Related Services**

17.1 To establish the eligibility of the Goods and Related Services in accordance with ITB Clause 5, Bidders shall complete the country of origin declarations in the Price Schedule Forms, included in Section IV, Bidding Forms.

**Documents Establishing the Conformity of the Goods and Related Services**

18.1 To establish the conformity of the Goods and Related Services to the Bidding Documents, the Bidder shall furnish as part of its Bid the documentary evidence that the Goods conform to the technical specifications and standards specified in Section VI, Schedule of Requirements.

18.2 The documentary evidence may be in the form of literature, drawings or data, and shall consist of a detailed item by item description of the essential technical and performance characteristics of the Goods and Related Services, demonstrating substantial responsiveness of the Goods and Related Services to the technical specification, and if applicable, a statement of deviations and exceptions to the provisions of the Schedule of Requirements.

18.3 The Bidder shall also furnish a list giving full particulars, including available sources and current prices of spare parts, special tools, etc., necessary for the proper and continuing functioning of the Goods during the period **specified in the BDS** following commencement of the use of the goods by the Purchaser.

18.4 Standards for workmanship, process, material, and equipment, as well as references to brand names or catalogue numbers specified by the Purchaser in the Schedule of Requirements, are intended to be descriptive only and not restrictive. The Bidder may offer other standards of quality, brand names, and/or catalogue numbers, provided that it demonstrates, to the Purchaser's satisfaction, that the substitutions ensure substantial equivalence or are superior to those specified in the Schedule of Requirements.

**Documents Establishing the Qualifications of the Bidder**

19.1 The documentary evidence of the Bidder's qualifications to perform the contract if its bid is accepted shall establish to the Purchaser's satisfaction:

- (a) that, if **required in the BDS**, a Bidder that does not manufacture or produce the Goods it offers to supply shall submit the Manufacturer's Authorization using the form included in Section IV, Bidding Forms to demonstrate that it has been duly authorized by

the manufacturer or producer of the Goods to supply these Goods in the Purchaser's Country;

- (b) that, if **required in theBDS**, in case of a Bidder not doing business within the Purchaser's Country, the Bidder is or will be (if awarded the contract) represented by an Agent in the country equipped and able to carry out the Supplier's maintenance, repair and spare parts-stocking obligations prescribed in the Conditions of Contract and/or Technical Specifications; and
- (c) that the Bidder meets each of the qualification criterion specified in Section III, Evaluation and Qualification Criteria.

#### **Period of Validity of Bids**

20.1 Bids shall remain valid for the period **specified in theBDS** after the bid submission deadline date prescribed by the Purchaser. A bid valid for a shorter period shall be rejected by the Purchaser as non responsive.

20.2 In exceptional circumstances, prior to the expiration of the bid validity period, the Purchaser may request bidders to extend the period of validity of their bids. The request and the responses shall be made in writing. If a Bid Security is requested in accordance with ITB Clause 21, it shall also be extended for a corresponding period. A Bidder may refuse the request without forfeiting its Bid Security. A Bidder granting the request shall not be required or permitted to modify its bid, except as provided in ITB Sub-Clause 20.3.

20.3 In the case of fixed price contracts, if the award is delayed by a period exceeding fifty-six (56) days beyond the expiry of the initial bid validity, the Contract price shall be adjusted as specified in the request for extension. Bid evaluation shall be based on the Bid Price without taking into consideration the above correction.

#### **Bid Security**

21.1 The Bidder shall furnish as part of its bid, a Bid Security or a Bid-Securing Declaration, if required, as **specified in theBDS**.

21.2 The Bid Security shall be in the amount specified in the BDS and denominated in the currency of the Purchaser's Country or a freely convertible currency, and shall:

- (a) at the bidder's option, be in the form of either a letter of credit, or a bank guarantee from a banking institution, or a bond issued by a surety;
- (b) be issued by a reputable institution selected by the bidder and located in any eligible country. If the institution

issuing the bond is located outside the Purchaser's Country, it shall have a correspondent financial institution located in the Purchaser's Country to make it enforceable.

- (c) be substantially in accordance with one of the forms of Bid Security included in Section IV, Bidding Forms, or other form approved by the Purchaser prior to bid submission;
- (d) be payable promptly upon written demand by the Purchaser in case the conditions listed in ITB Clause 21.5 are invoked;
- (e) be submitted in its original form; copies will not be accepted;
- (f) remain valid for a period of 28 days beyond the validity period of the bids, as extended, if applicable, in accordance with ITB Clause 20.2;

21.3 If a Bid Security or a Bid- Securing Declaration is required in accordance with ITB Sub-Clause 21.1, any bid not accompanied by a substantially responsive Bid Security or Bid Securing Declaration in accordance with ITB Sub-Clause 21.1, shall be rejected by the Purchaser as non-responsive.

21.4 The Bid Security of unsuccessful Bidders shall be returned as promptly as possible upon the successful Bidder's furnishing of the Performance Security pursuant to ITB Clause 44.

21.5 The Bid Security may be forfeited or the Bid Securing Declaration executed:

- (a) if a Bidder withdraws its bid during the period of bid validity specified by the Bidder on the Bid Submission Form, except as provided in ITB Sub-Clause 20.2; or
- (b) if the successful Bidder fails to:
  - (i) sign the Contract in accordance with ITB Clause 43;
  - (ii) furnish a Performance Security in accordance with ITB Clause 44.

21.6 The Bid Security or Bid- Securing Declaration of a JV must be in the name of the JV that submits the bid. If the JV has not been legally constituted at the time of bidding, the Bid Security or Bid-Securing Declaration shall be in the names of all future partners as named in

the letter of intent mentioned in Section IV “Bidding Forms,” Bidder Information Form Item 7.

**Format and Signing of Bid**

22.1 The Bidder shall prepare one original of the documents comprising the bid as described in ITB Clause 11 and clearly mark it “ORIGINAL.” In addition, the Bidder shall submit copies of the bid, in the number specified in the **BDS** and clearly mark them “COPY.” In the event of any discrepancy between the original and the copies, the original shall prevail.

22.2 The original and all copies of the bid shall be typed or written in indelible ink and shall be signed by a person duly authorized to sign on behalf of the Bidder.

22.3 Any interlineation, erasures, or overwriting shall be valid only if they are signed or initialed by the person signing the Bid.

**Submission and Opening of Bids**

**Submission, Sealing and Marking of Bids**

23.1 Bidders may always submit their bids by mail or by hand. When so specified in the **BDS**, bidders shall have the option of submitting their bids electronically.

(a) Bidders submitting bids by mail or by hand, shall enclose the original and each copy of the Bid, including alternative bids, if permitted in accordance with ITB Clause 13, in separate sealed envelopes, duly marking the envelopes as “ORIGINAL” and “COPY.” These envelopes containing the original and the copies shall then be enclosed in one single envelope. The rest of the procedure shall be in accordance with ITB sub-Clauses 23.2 and 23.3.

(b) Bidders submitting bids electronically shall follow the electronic bid submission procedures specified in the **BDS**.

23.2 The inner and outer envelopes shall:

- (a) Bear the name and address of the Bidder;
- (b) be addressed to the Purchaser in accordance with ITB Sub-Clause 24.1;
- (c) bear the specific identification of this bidding process indicated in ITB 1.1 and any additional identification marks as **specified in the BDS**; and
- (d) bear a **warning** not to open before the time and date for

bid opening, in accordance with ITB Sub-Clause 27.1.

If all envelopes are not sealed and marked as required, the Purchaser will assume no responsibility for the misplacement or premature opening of the bid.

**Deadline for  
Submission of Bids**

24.1 Bids must be received by the Purchaser at the address and no later than the date and time **specified in the BDS**.

24.2 The Purchaser may, at its discretion, extend the deadline for the submission of bids by amending the Bidding Documents in accordance with ITB Clause 8, in which case all rights and obligations of the Purchaser and Bidders previously subject to the deadline shall thereafter be subject to the deadline as extended.

**Late Bids**

25.1 The Purchaser shall not consider any bid that arrives after the deadline for submission of bids, in accordance with ITB Clause 24. Any bid received by the Purchaser after the deadline for submission of bids shall be declared late, rejected, and returned unopened to the Bidder.

**Withdrawal,  
Substitution, and  
Modification of  
Bids**

26.1 A Bidder may withdraw, substitute, or modify its Bid after it has been submitted by sending a written notice in accordance with ITB Clause 23, duly signed by an authorized representative, and shall include a copy of the authorization (the power of attorney) in accordance with ITB Sub-Clause 22.2, (except that no copies of the withdrawal notice are required). The corresponding substitution or modification of the bid must accompany the respective written notice. All notices must be:

- (a) submitted in accordance with ITB Clauses 22 and 23 (except that withdrawal notices do not require copies), and in addition, the respective envelopes shall be clearly marked "WITHDRAWAL," "SUBSTITUTION," or "MODIFICATION;" and
- (b) received by the Purchaser prior to the deadline prescribed for submission of bids, in accordance with ITB Clause 24.

26.2 Bids requested to be withdrawn in accordance with ITB Sub-Clause 26.1 shall be returned unopened to the Bidders.

26.3 No bid may be withdrawn, substituted, or modified in the interval between the deadline for submission of bids and the expiration of the period of bid validity specified by the Bidder on the Bid Submission Form or any extension thereof.

## Bid Opening

27.1 The Purchaser shall conduct the bid opening in public at the address, date and time **specified in theBDS**. Any specific electronic bid opening procedures required if electronic bidding is permitted in accordance with ITB Sub-Clause 23.1, shall be as **specified in theBDS**.

27.2 First, envelopes marked "WITHDRAWAL" shall be opened and read out and the envelope with the corresponding bid shall not be opened, but returned to the Bidder. If the withdrawal envelope does not contain a copy of the "power of attorney" confirming the signature as a person duly authorized to sign on behalf of the Bidder, the corresponding bid will be opened. No bid withdrawal shall be permitted unless the corresponding withdrawal notice contains a valid authorization to request the withdrawal and is read out at bid opening. Next, envelopes marked "SUBSTITUTION" shall be opened and read out and exchanged with the corresponding Bid being substituted, and the substituted Bid shall not be opened, but returned to the Bidder. No Bid substitution shall be permitted unless the corresponding substitution notice contains a valid authorization to request the substitution and is read out at bid opening. Envelopes marked "MODIFICATION" shall be opened and read out with the corresponding Bid. No Bid modification shall be permitted unless the corresponding modification notice contains a valid authorization to request the modification and is read out at Bid opening. Only envelopes that are opened and read out at Bid opening shall be considered further.

27.3 All other envelopes shall be opened one at a time, reading out: the name of the Bidder and whether there is a modification; the Bid Prices, including any discounts and alternative offers; the presence of a Bid Security or Bid-Securing Declaration, if required; and any other details as the Purchaser may consider appropriate. Only discounts and alternative offers read out at Bid opening shall be considered for evaluation. No Bid shall be rejected at Bid opening except for late bids, in accordance with ITB Sub-Clause 25.1.

27.4 The Purchaser shall prepare a record of the Bid opening that shall include, as a minimum: the name of the Bidder and whether there is a withdrawal, substitution, or modification; the Bid Price, per lot if applicable, including any discounts, and alternative offers if they were permitted; and the presence or absence of a Bid Security or Bid-Securing Declaration, if one was required. The Bidders' representatives who are present shall be requested to sign the attendance sheet. A copy of the record shall be distributed to all Bidders who submitted bids in time, and posted online when

electronic bidding is permitted.

### **Evaluation and Comparison of Bids**

#### **Confidentiality**

28.1 Information relating to the examination, evaluation, comparison, and post qualification of bids, and recommendation of contract award, shall not be disclosed to bidders or any other persons not officially concerned with such process until publication of the Contract Award.

28.2 Any effort by a Bidder to influence the Purchaser in the examination, evaluation, comparison, and post qualification of the bids or contract award decisions may result in the rejection of its Bid.

28.3 Notwithstanding ITB Sub-Clause 28.2, from the time of bid opening to the time of Contract Award, if any Bidder wishes to contact the Purchaser on any matter related to the bidding process, it should do so in writing.

#### **Clarification of Bids**

29.1 To assist in the examination, evaluation, comparison and post-qualification of the bids, the Purchaser may, at its discretion, ask any Bidder for a clarification of its Bid. Any clarification submitted by a Bidder in respect to its Bid and that is not in response to a request by the Purchaser shall not be considered. The Purchaser's request for clarification and the response shall be in writing. No change in the prices or substance of the Bid shall be sought, offered, or permitted, except to confirm the correction of arithmetic errors discovered by the Purchaser in the Evaluation of the bids, in accordance with ITB Clause 31.

#### **Responsiveness of Bids**

30.1 The Purchaser's determination of a bid's responsiveness is to be based on the contents of the bid itself.

30.2 A substantially responsive Bid is one that conforms to all the terms, conditions, and specifications of the Bidding Documents without material deviation, reservation, or omission. A material deviation, reservation, or omission is one that:

- (a) affects in any substantial way the scope, quality, or performance of the Goods and Related Services specified in the Contract; or
- (b) limits in any substantial way, inconsistent with the Bidding Documents, the Purchaser's rights or the Bidder's obligations under the Contract; or
- (c) if rectified would unfairly affect the competitive position

of other bidders presenting substantially responsive bids.

30.3 If a bid is not substantially responsive to the Bidding Documents, it shall be rejected by the Purchaser and may not subsequently be made responsive by the Bidder by correction of the material deviation, reservation, or omission.

**Nonconformities,  
Errors, and  
Omissions**

31.1 Provided that a Bid is substantially responsive, the Purchaser may waive any non-conformities or omissions in the Bid that do not constitute a material deviation.

31.2 Provided that a bid is substantially responsive, the Purchaser may request that the Bidder submit the necessary information or documentation, within a reasonable period of time, to rectify nonmaterial nonconformities or omissions in the bid related to documentation requirements. Such omission shall not be related to any aspect of the price of the Bid. Failure of the Bidder to comply with the request may result in the rejection of its Bid.

31.3 Provided that the Bid is substantially responsive, the Purchaser shall correct arithmetical errors on the following basis:

- (a) if there is a discrepancy between the unit price and the line item total that is obtained by multiplying the unit price by the quantity, the unit price shall prevail and the line item total shall be corrected, unless in the opinion of the Purchaser there is an obvious misplacement of the decimal point in the unit price, in which case the line item total as quoted shall govern and the unit price shall be corrected;
- (b) if there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected; and
- (c) if there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail subject to (a) and (b) above.

31.4 If the Bidder that submitted the lowest evaluated Bid does not accept the correction of errors, its Bid shall be rejected.

**Preliminary  
Examination of Bids**

32.1 The Purchaser shall examine the bids to confirm that all documents and technical documentation requested in ITB Clause 11 have been provided, and to determine the completeness of each document submitted.

32.2 The Purchaser shall confirm that the following documents and information have been provided in the Bid. If any of these documents or information is missing, the offer shall be rejected.

- (a) Bid Submission Form, in accordance with ITB Sub-Clause 12.1;
- (b) Price Schedules, in accordance with ITB Sub-Clause 12.2;
- (c) Bid Security or Bid Securing Declaration, in accordance with ITB Clause 21, if applicable.

**Examination of  
Terms and  
Conditions;  
Technical  
Evaluation**

33.1 The Purchaser shall examine the Bid to confirm that all terms and conditions specified in the GCC and the SCC have been accepted by the Bidder without any material deviation or reservation.

33.2 The Purchaser shall evaluate the technical aspects of the Bid submitted in accordance with ITB Clause 18, to confirm that all requirements specified in Section VI, Schedule of Requirements of the Bidding Documents have been met without any material deviation or reservation.

33.3 If, after the examination of the terms and conditions and the technical evaluation, the Purchaser determines that the Bid is not substantially responsive in accordance with ITB Clause 30, it shall reject the Bid.

**Conversion to  
Single Currency**

34.1 For evaluation and comparison purposes, the Purchaser shall convert all bid prices expressed in amounts in various currencies into an amount in a single currency **specified in the BDS**, using the selling exchange rates established by the source and on the date **specified in the BDS**.

**Domestic  
Preference**

35.1 Domestic preference shall not be a factor in bid evaluation, unless otherwise **specified in the BDS**.

**Evaluation of Bids**

36.1 The Purchaser shall evaluate each bid that has been determined, up to this stage of the evaluation, to be substantially responsive.

36.2 To evaluate a Bid, the Purchaser shall only use all the factors, methodologies and criteria defined in ITB Clause 36. No other criteria or methodology shall be permitted.

36.3 To evaluate a Bid, the Purchaser shall consider the following:

- (a) evaluation will be done for Items or Lots, as **specified in**

**theBDS**; and the Bid Price as quoted in accordance with clause 14;

- (b) price adjustment for correction of arithmetic errors in accordance with ITB Sub-Clause 31.3;
- (c) price adjustment due to discounts offered in accordance with ITB Sub-Clause 14.4;
- (d) adjustments due to the application of the evaluation criteria **specified in theBDS** from among those set out in Section III, Evaluation and Qualification Criteria;
- (e) adjustments due to the application of a margin of preference, in accordance with ITB Clause 35 if applicable.

36.4 The Purchaser's evaluation of a bid will exclude and not take into account:

- (a) In the case of Goods manufactured in the Purchaser's Country, sales and other similar taxes, which will be payable on the goods if a contract is awarded to the Bidder;
- (b) in the case of Goods manufactured outside the Purchaser's Country, already imported or to be imported, customs duties and other import taxes levied on the imported Good, sales and other similar taxes, which will be payable on the Goods if the contract is awarded to the Bidder;
- (c) any allowance for price adjustment during the period of execution of the contract, if provided in the bid.

36.5 The Purchaser's evaluation of a bid may require the consideration of other factors, in addition to the Bid Price quoted in accordance with ITB Clause 14. These factors may be related to the characteristics, performance, and terms and conditions of purchase of the Goods and Related Services. The effect of the factors selected, if any, shall be expressed in monetary terms to facilitate comparison of bids, unless otherwise specified in Section III, Evaluation and Qualification Criteria. The factors, methodologies and criteria to be used shall be as specified in ITB 36.3 (d).

36.6 If so **specified in theBDS**, these Bidding Documents shall allow Bidders to quote separate prices for one or more lots, and shall allow the Purchaser to award one or multiple lots to more than one Bidder. The methodology of evaluation to determine the lowest-evaluated lot combinations, is specified in Section III, Evaluation and

#### Qualification Criteria.

- Comparison of Bids** 37.1 The Purchaser shall compare all substantially responsive bids to determine the lowest-evaluated bid, in accordance with ITB Clause 36.
- Post qualification of the Bidder** 38.1 The Purchaser shall determine to its satisfaction whether the Bidder that is selected as having submitted the lowest evaluated and substantially responsive bid is qualified to perform the Contract satisfactorily.
- 38.2 The determination shall be based upon an examination of the documentary evidence of the Bidder's qualifications submitted by the Bidder, pursuant to ITB Clause 19.
- 38.3 An affirmative determination shall be a prerequisite for award of the Contract to the Bidder. A negative determination shall result in disqualification of the bid, in which event the Purchaser shall proceed to the next lowest evaluated bid to make a similar determination of that Bidder's capabilities to perform satisfactorily.
- Purchaser's Right to Accept Any Bid, and to Reject Any or All Bids** 39.1 The Purchaser reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to contract award, without thereby incurring any liability to Bidders.

### Award of Contract

- Award Criteria** 40.1 The Purchaser shall award the Contract to the Bidder whose offer has been determined to be the lowest evaluated bid and is substantially responsive to the Bidding Documents, provided further that the Bidder is determined to be qualified to perform the Contract satisfactorily.
- Purchaser's Right to Vary Quantities at Time of Award** 41.1 At the time the Contract is awarded, the Purchaser reserves the right to increase or decrease the quantity of Goods and Related Services originally specified in Section VI, Schedule of Requirements, provided this does not exceed the percentages **specified in the BDS**, and without any change in the unit prices or other terms and conditions of the bid and the Bidding Documents.
- Notification of Award** 42.1 Prior to the expiration of the period of bid validity, the Purchaser shall notify the successful Bidder, in writing, that its Bid has been accepted.
- 42.2 Until a formal Contract is prepared and executed, the

notification of award shall constitute a binding Contract.

42.3 The Purchaser shall publish in OJEU the results identifying the bid and lot numbers and the following information: (i) name of each Bidder who submitted a Bid; (ii) bid prices as read out at bid opening; (iii) name and evaluated prices of each Bid that was evaluated; (iv) name of bidders whose bids were rejected and the reasons for their rejection; and (v) name of the winning Bidder, and the price it offered, as well as the duration and summary scope of the contract awarded. After publication of the award, unsuccessful bidders may request in writing to the Purchaser for a debriefing seeking explanations on the grounds on which their bids were not selected. The Purchaser shall promptly respond in writing to any unsuccessful Bidder who, after Publication of contract award, requests a debriefing.

42.4 Upon the successful Bidder's furnishing of the signed Contract Form and performance security pursuant to ITB Clause 44, the Purchaser will promptly notify each unsuccessful Bidder and will discharge its bid security, pursuant to ITB Clause 21.4.

#### **Signing of Contract**

43.1 Promptly after notification, the Purchaser shall send the successful Bidder the Agreement and the Special Conditions of Contract.

43.2 Within twenty-eight (28) days of receipt of the Agreement, the successful Bidder shall sign, date, and return it to the Purchaser.

43.3 Notwithstanding ITB 43.2 above, in case signing of the Contract Agreement is prevented by any export restrictions attributable to the Purchaser, to the country of the Purchaser, or to the use of the products/goods, systems or services to be supplied, where such export restrictions arise from trade regulations from a country supplying those products/goods, systems or services, the Bidder shall not be bound by its bid, always provided, always provided, however, that the Bidder can demonstrate to the satisfaction of the Purchaser and of the Bank that signing of the Contract Agreement has not been prevented by any lack of diligence on the part of the Bidder in completing any formalities, including applying for permits, authorizations and licenses necessary for the export of the products/goods, systems or services under the terms of the Contract.

#### **Performance Security**

44.1 Within twenty eight (28) days of the receipt of notification of award from the Purchaser, the successful Bidder, if required, shall furnish the Performance Security in accordance with the GCC, using for that purpose the Performance Security Form included in Section

IX Contract forms, or another Form acceptable to the Purchaser. The Purchaser shall promptly notify the name of the winning Bidder to each unsuccessful Bidder and discharge the Bid Securities of the unsuccessful bidders pursuant to ITB Sub-Clause 21.4.

44.2 Failure of the successful Bidder to submit the above-mentioned Performance Security or sign the Contract shall constitute sufficient grounds for the annulment of the award and forfeiture of the Bid Security or execution of the Bid-Securing Declaration. In that event the Purchaser may award the Contract to the next lowest evaluated Bidder, whose offer is substantially responsive and is determined by the Purchaser to be qualified to perform the Contract satisfactorily.

## Section II. Bidding Data Sheet (BDS)

The following specific data for the goods to be procured shall complement, supplement, or amend the provisions in the Instructions to Bidders (ITB). Whenever there is a conflict, the provisions herein shall prevail over those in ITB.

*[Instructions for completing the Bid Data Sheet are provided, as needed, in the notes in italics mentioned for the relevant ITB Clauses.]*

ITB Clause Reference	A. General
ITB 1.1	The Purchaser is: <b><i>Heilongjiang Weisheng Building Energy Conservation Engineering Co., Ltd.</i></b>
ITB 1.1	<p>The name and identification number of the ICB are:</p> <p>The name of Project: <b><i>Energy Saving Renovation for Existing Buildings in Harbin</i></b></p> <p>The Scope of bid : <b><i>Energy-saving windows</i></b></p> <p>Bid No.: <b><i>0703-1450CIC2Y053</i></b></p>
ITB 2.1	The Borrower is: <b><i>Heilongjiang Weisheng Building Energy Conservation Engineering Co., Ltd.</i></b>
ITB 2.1	<p>The name of Project: <b><i>Energy Saving Renovation for Existing Buildings in Harbin</i></b></p> <p>The Scope of bid : <b><i>Energy-saving windows</i></b></p>
	B. Contents of Bidding Documents
ITB 7.1	<p>For <b><u>Clarification of bid purposes</u></b> only, the Purchaser's address is:</p> <p>Attention: <b><i>Heilongjiang Weisheng Building Energy Conservation Engineering Co., Ltd.</i></b></p> <p>Street Address: <b><i>No.1930 Chuangxin Road, Songbei District in Harbin City</i></b></p> <p>Telephone: <b><i>0451-88109574</i></b></p> <p>Facsimile number: <b><i>0451-88109574</i></b></p>

	<b>C. Preparation of Bids</b>
ITB 10.1	The language of the bid is: <b><i>English for the international bidder(s); Chinese for the local bidder(s).</i></b>
ITB 13.1	Alternative Bid <b><i>shall not be</i></b> considered.
ITB 14.5	The Incoterms edition is: <b><i>Incoterms 2000</i></b>
ITB 14.6 (b) (i) and (c) (iii)	Place of Destination: <b><i>Harbin, Heilongjiang Province (Project Site)</i></b>
ITB 14.6 (a) (iii); (b) (ii) and (c) (v)	“Final destination (Project Site)”: <b><i>Xiangfang District, Daowai District, Pingfang District, Harbin, Heilongjiang, China</i></b>
ITB 14.6 (b) (iii)	except the CIP price specified in ITB 14.6 (b) (i), the price of the Goods manufactured outside the Purchaser’s Country <b><i>shall not be</i></b> accepted
ITB 14.7	The prices quoted by the Bidder <b><i>shall not be</i></b> adjustable.
ITB 14.8	Prices quoted for each lot shall correspond at least to <b><i>100 %</i></b> of the items specified for each lot.  Prices quoted for each item of a lot shall correspond at least to <b><i>100%</i></b> of the quantities specified for this item of a lot.
ITB 15.1	The Bidder <i>is</i> required to quote in the currency of the Purchaser’s Country the portion of the bid price that corresponds to expenditures incurred in that currency.
ITB 19.1 (a)	Manufacturer’s authorization is <b><i>required</i></b> .
ITB 20.1	The bid validity period shall be <b><i>90 days</i></b> .
ITB 21.1	Bid shall include a <b><i>Bid Security issued by bank or surety, included in Section IV Bidding Forms</i></b>
ITB 21.2	The amount of the Bid Security shall be: <b><i>RMB 200,000</i></b>
ITB 22.1	In addition to the original of the bid, the number of copies is: <b><i>four (4)</i></b>
	<b>D. Submission and Opening of Bids</b>
ITB 23.1	In addition to the formal bidding documents, Bidders <b><i>shall</i></b> submit <b><i>electronic file of their bids (U-disk) included in their Bid</i></b> .

ITB 23.1 (b)	Electronic bid <i>is not</i> acceptable.
ITB 23.2 (c)	<p>The inner and outer envelopes shall bear the following additional identification marks:</p> <p>Attention: <b>Heilongjiang Weisheng Building Energy Conservation Engineering Co., Ltd.</b></p> <p>Address: <b>No.1930 Chuangxin Road, Songbei District in Harbin City</b></p> <p>The name of Project: <b>Energy Saving Renovation for Existing Buildings in Harbin</b></p> <p>The scope of bid: <b>Energy-saving windows</b></p> <p>Bid No.: <b>0703-1450CIC2Y053</b></p> <p>It is not allowed to open before the deadline for bid submission, i.e. Date: <b>September, 23, 2015</b></p> <p>Time: <i>a.m. 10:00</i></p>
ITB 24.1	<p>For bid submission purposes, the Purchaser's address is:</p> <p>Address: <b>No.1930 Chuangxin Road, Songbei District in Harbin, Heilongjiang Province</b></p> <p>Country: <b>China</b></p> <p>The deadline for the submission of bids is:</p> <p>Date: <b>September, 23, 2015</b></p> <p>Time: <i>a.m. 10:00</i></p>
ITB 27.1	<p>The bid opening shall take place at:</p> <p>Address: <b>No.1930 Chuangxin Road, Songbei District in Harbin, Heilongjiang Province</b></p> <p>Country: <b>China</b></p> <p>The deadline for the submission of bids is:</p> <p>Date: <b>September, 23, 2015</b></p> <p>Time: <i>a.m. 10:00</i></p>
	<b>E. Evaluation and Comparison of Bids</b>
ITB 34.1	<p>The acceptable bid price is: <b>RMB, USD, EUR</b></p> <p>Bid prices expressed in different currencies shall be converted</p>

	<p>in: <b>RMB</b></p> <p>The source of exchange rate shall be: <b>RMB Selling Rate in Bank of China</b></p> <p>The date for the exchange rate shall be <b>5 days before Bid Opening Date (Deadline for bid submission)</b></p>
<b>ITB 35.1</b>	Domestic preference <b>Not Applicable.</b>
<b>ITB 36.3(a)</b>	<p>If a Price Schedule shows items listed but not priced, their prices shall be assumed to be included in the prices of other items. An item not listed in the Price Schedule shall be assumed to be not included in the bid, and provided that the bid is substantially responsive, the average price of the item quoted by substantially responsive bidders will be added to the bid price and the equivalent total cost of the bid so determined will be used for price comparison.</p> <p>Detailed evaluation method shall be adjusted to the applied criteria stipulated in Section III Evaluation and Qualification Criteria</p>
<b>ITB 36.3(d)</b>	<b>Not applicable</b>
	<b>F. Award of Contract</b>
<b>ITB 41.1</b>	<b>The percentage shall not exceed 15%.</b>

## **Section III. Evaluation and Qualification Criteria**

### **Contents**

1. Evaluation Criteria (ITB 36.3)
2. Post qualification Requirements (ITB 38.2)

## 1. Evaluation Criteria (ITB 36.3)

The lowest evaluated method will be applied in this bid evaluation.

The Purchaser's evaluation of a bid may take into account, in addition to the Bid Price quoted in accordance with ITB Clause 14.6, one or more of the following factors as specified in ITB Sub-Clause 36.3(d) and in BDS referring to ITB 36.3(d), using the following criteria and methodologies.

- (a) Delivery schedule. (as per Incoterms specified in the BDS)

*The bidders are required to complete the delivery no later than the latest date of delivery, which specified in Section VI Schedule of Requirements "List of Goods and Delivery Schedule".*

*Otherwise, the bid will be rejected.*

- (b) Deviation in payment schedule (not applicable in this bid)

*The SCC stipulates the payment schedule specified by the Purchaser. If a bid deviates from the schedule and if such deviation is considered acceptable to the Purchaser, the bid will be evaluated by calculating interest earned for any earlier payments involved in the terms outlined in the bid as compared with those stipulated in the SCC, at the rate per annum specified in BDSSub-Clause 36.3 (d).*

## 2. Post qualification Requirements (ITB 38.2)

After determining the lowest-evaluated bid in accordance with ITB Sub-Clause 37.1, the Purchaser shall carry out the post-qualification of the Bidder in accordance with ITB Clause 38, using only the requirements specified. Requirements not included in the invitation for bids shall not be used in the evaluation of the Bidder's qualifications.

All suppliers qualified for the following requirements, will be invited to participate in the tender,

- (i) the bidder (i.e. Manufacturer) shall have the independent legal entity (and the foreign firms shall have the same corresponding qualification);*
- (ii) with the good reputation and capable of performance, with no bad business records and legal violations;*
- (iii) provide the supporting documents of valid business license, organization code certificate, tax registration certificate, bank account permits, to reference its legal status (foreign manufacturers shall provide the corresponding legal documents);*
- (iv) have the qualification (above level 2) of contracting doors and windows projects;*
- (v) No financing deficit in the last 3 years (proved by the audit report);*
- (vi) provide the corresponding reference of the similar project performances*

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*completed in the past three years (notice of acceptance or the supply invoices are needed as reference)*

*(vii) have the safety work license,.*

*(viii) shall provide the system type test report issued by a qualified testing organizations;*

*(ix) the domestic bidder shall furnish the certificate of goods (if applicable) issued by the Leading Group Office of Building Energy Efficiency for Wall Material Innovation in Harbin. The foreign bidder shall complete the formalities to obtain certificate if the bidder win the bid*

*(x) has a perfect service system, to provide fast and good service*

*(xi) the consortium is accepted in this bid, each members of the consortium should meet the above criteria of the qualification.*

## Section IV. Bidding Forms

### Table of Forms

Bidder Information Form .....	34
Joint Venture Partner Information Form .....	35
Bid Submission Form.....	36
Price Schedule Forms .....	39
Price Schedule: Goods Manufactured Outside the Purchaser's Country, to be Imported .....	40
Price Schedule: Goods Manufactured Outside the Purchaser's Country, already imported .....	41
Price Schedule: Goods Manufactured in the Purchaser's Country .....	42
Price and Completion Schedule - Related Services.....	43
Bid Security (Bank Guarantee) .....	44
Bid Security (Bid Bond).....	46
Bid-Securing Declaration.....	错误！未定义书签。
Manufacturer's Authorization .....	48
Covenant of Integrity to the Purchaser.....	49

## Bidder Information Form

*[The Bidder shall fill in this Form in accordance with the instructions indicated below. No alterations to its format shall be permitted and no substitutions shall be accepted.]*

Date: *[insert date (as day, month and year) of Bid Submission]*

ICB No.: *[insert number of bidding process]*

Page \_\_\_\_\_ of \_\_\_\_\_ pages

1. Bidder's Legal Name <i>[insert Bidder's legal name]</i>
2. In case of JV, legal name of each party: <i>[insert legal name of each party in JV]</i>
3. Bidder's actual or intended Country of Registration: <i>[insert actual or intended Country of Registration]</i>
4. Bidder's Year of Registration: <i>[insert Bidder's year of registration]</i>
5. Bidder's Legal Address in Country of Registration: <i>[insert Bidder's legal address in country of registration]</i>
6. Bidder's Authorized Representative Information  Name: <i>[insert Authorized Representative's name]</i> Address: <i>[insert Authorized Representative's Address]</i> Telephone/Fax numbers: <i>[insert Authorized Representative's telephone/fax numbers]</i> Email Address: <i>[insert Authorized Representative's email address]</i>
7. Attached are copies of original documents of: <i>[check the box(es) of the attached original documents]</i> <ul style="list-style-type: none"> <li>• Articles of Incorporation or Registration of firm named in 1, above, in accordance with ITB Sub-Clauses 4.1 and 4.2.</li> <li>• In case of JV, letter of intent to form JV or JV agreement, in accordance with ITB Sub-Clause 4.1.</li> <li>• In case of government owned entity from the Purchaser's country, documents establishing legal and financial autonomy and compliance with commercial law, in accordance with ITB Sub-Clause 4.5.</li> </ul>

## Joint Venture Partner Information Form

*[The Bidder shall fill in this Form in accordance with the instructions indicated below].*

Date: *[insert date (as day, month and year) of Bid Submission]*

ICB No.: *[insert number of bidding process]*

Page \_\_\_\_\_ of \_\_\_\_\_ pages

1. Bidder's Legal Name: <i>[insert Bidder's legal name]</i>
2. JV's Party legal name: <i>[insert JV's Party legal name]</i>
3. JV's Party Country of Registration: <i>[insert JV's Party country of registration]</i>
4. JV's Party Year of Registration: <i>[insert JV's Part year of registration]</i>
5. JV's Party Legal Address in Country of Registration: <i>[insert JV's Party legal address in country of registration]</i>
6. JV's Party Authorized Representative Information Name: <i>[insert name of JV's Party authorized representative]</i> Address: <i>[insert address of JV's Party authorized representative]</i> Telephone/Fax numbers: <i>[insert telephone/fax numbers of JV's Party authorized representative]</i> Email Address: <i>[insert email address of JV's Party authorized representative]</i>
7. Attached are copies of original documents of: <i>[check the box(es) of the attached original documents]</i> <ul style="list-style-type: none"> <li>Articles of Incorporation or Registration of firm named in 2, above, in accordance with ITB Sub-Clauses 4.1 and 4.2.</li> <li>In case of government owned entity from the Purchaser's country, documents establishing legal and financial autonomy and compliance with commercial law, in accordance with ITB Sub-Clause 4.5.</li> </ul>

## Bid Submission Form

*[The Bidder shall fill in this Form in accordance with the instructions indicated No alterations to its format shall be permitted and no substitutions shall be accepted.]*

Date: *[insert date (as day, month and year) of Bid Submission]*

ICB No.: *[insert number of bidding process]*

Invitation for Bid No.: *[insert No of IFB]*

Alternative No.: *[insert identification No if this is a Bid for an alternative]*

To: *[insert complete name of Purchaser]*

We, the undersigned, declare that:

- (a) We have examined and have no reservations to the Bidding Documents, including Addenda No.: \_\_\_\_\_ *[insert the number and issuing date of each Addenda];*
- (b) We offer to supply in conformity with the Bidding Documents and in accordance with the Delivery Schedules specified in the Schedule of Requirements the following Goods and Related Services \_\_\_\_\_ *[insert a brief description of the Goods and Related Services];*
- (c) The total price of our Bid, excluding any discounts offered in item (d) below, is: \_\_\_\_\_ *[insert the total bid price in words and figures, indicating the various amounts and the respective currencies];*
- (d) The discounts offered and the methodology for their application are:

**Discounts.** If our bid is accepted, the following discounts shall apply. \_\_\_\_\_ *[Specify in detail each discount offered and the specific item of the Schedule of Requirements to which it applies.]*

**Methodology of Application of the Discounts.** The discounts shall be applied using the following method: \_\_\_\_\_ *[Specify in detail the method that shall be used to apply the discounts];*

- (e) Our bid shall be valid for the period of time specified in ITB Sub-Clause 20.1, from the date fixed for the bid submission deadline in accordance with ITB Sub-Clause 24.1, and it shall remain binding upon us and may be accepted at any time before the expiration of that period;

- (f) If our bid is accepted, we commit to obtain a performance security in accordance with ITB Clause 44 and GCC Clause 18 for the due performance of the Contract;
- (g) We, including any subcontractors or suppliers for any part of the contract, have nationality from eligible countries\_\_\_\_\_ *[insert the nationality of the Bidder, including that of all parties that comprise the Bidder, if the Bidder is a JV, and the nationality each subcontractor and supplier]*
- (h) We have no conflict of interest in accordance with ITB Sub-Clause 4.2;
- (i) Our firm, its affiliates or subsidiaries—including any subcontractors or suppliers for any part of the contract—has not been declared ineligible by the Bank, under the Purchaser’s country laws or official regulations, in accordance with ITB Sub-Clause 4.3;
- (j) The following commissions, gratuities, or fees have been paid or are to be paid with respect to the bidding process or execution of the Contract: *[insert complete name of each Recipient, its full address, the reason for which each commission or gratuity was paid and the amount and currency of each such commission or gratuity]*

Name of Recipient	Address	Reason	Amount
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

(If none has been paid or is to be paid, indicate “none.”)

- (k) We understand that this bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal contract is prepared and executed.
- (l) We understand that you are not bound to accept the lowest evaluated bid or any other bid that you may receive.

Signed:\_\_\_\_\_ *[insert signature of person whose name and capacity are shown]*

In the capacity of \_\_\_\_\_*[insert legal capacity of person signing the Bid Submission Form]*

Name: \_\_\_\_\_ *[insert complete name of person signing the Bid Submission Form]*

Duly authorized to sign the bid for and on behalf of: \_\_\_\_\_ *[insert complete name of Bidder]*

Dated on \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ *[insert date of signing]*

## Price Schedule Forms

*[The Bidder shall fill in these Price Schedule Forms in accordance with the instructions indicated. The list of line items in column 1 of the **Price Schedules** shall coincide with the List of Goods and Related Services specified by the Purchaser in the Schedule of Requirements.]*

## Price Schedule: Goods Manufactured Outside the Purchaser's Country, to be Imported

(Group C bids, goods to be imported)  Currencies in accordance with ITB Sub-Clause 15								Date: _____ ICB No: _____  Alternative No: _____ Page N° _____ of _____
1	2	3	4	5	6	7	8	9
Line Item N°	Description of Goods	Country of Origin	Delivery Date as defined by Incoterms	Quantity and physical unit	Unit price <small>CIP</small> <i>[insert place of destination]</i> in accordance with ITB 14.6(b)(i)	CIP Price per line item (Col. 5x6)	Price per line item for inland transportation and other services required in the Purchaser's country to convey the Goods to their final destination specified in BDS	Total Price per Line item (Col. 7+8)
<i>[insert number of the item]</i>	<i>[insert name of good]</i>	<i>[insert country of origin of the Good]</i>	<i>[insert quoted Delivery Date]</i>	<i>[insert number of units to be supplied and name of the physical unit]</i>	<i>[insert unit price CIP per unit]</i>	<i>[insert total CIP price per line item]</i>	<i>[insert the corresponding price per line item]</i>	<i>[insert total price of the line item]</i>
Total Price								

Name of Bidder *[insert complete name of Bidder]* Signature of Bidder *[signature of person signing the Bid]* Date *[Insert Date]*

## Price Schedule: Goods Manufactured Outside the Purchaser's Country, already imported

(Group C bids, Goods already imported) Currencies in accordance with ITB Sub-Clause 15										Date: _____ ICB No: _____ Alternative No: _____ Page N° _____ of _____	
1	2	3	4	5	6	7	8	9	10	11	12
Line Item N°	Description of Goods	Country of Origin	Delivery Date as defined by Incoterms	Quantity and physical unit	Unit price including Custom Duties and Import Taxes paid, in accordance with ITB 14.6(c)(i)	Custom Duties and Import Taxes paid per unit in accordance with ITB 14.6(c)(ii), [to be supported by documents]	Unit Price net of custom duties and import taxes, in accordance with ITB 14.6(c)(iii) (Col. 6 minus Col.7)	Price per line item net of Custom Duties and Import Taxes paid, in accordance with ITB 14.6(c)(i) (Col. 5×8)	Price per line item for inland transportation and other services required in the Purchaser's country to convey the goods to their final destination, as specified in BDS in accordance with ITB 14.6(c)(v)	Sales and other taxes paid or payable per item if Contract is awarded (in accordance with ITB 14.6(c)(iv))	Total Price per line item (Col. 9+10)
<i>[insert number of the item]</i>	<i>[insert name of Goods]</i>	<i>[insert country of origin of the Good]</i>	<i>[insert quoted Delivery Date]</i>	<i>[insert number of units to be supplied and name of the physical unit]</i>	<i>[insert unit price per unit]</i>	<i>[insert custom duties and taxes paid per unit]</i>	<i>[insert unit price net of custom duties and import taxes]</i>	<i>[insert price per line item net of custom duties and import taxes]</i>	<i>[insert price per line item for inland transportation and other services required in the Purchaser's country]</i>	<i>[insert sales and other taxes payable per item if Contract is awarded]</i>	<i>[insert total price per line item]</i>
Total Bid Price											

Name of Bidder *[insert complete name of Bidder]* Signature of Bidder *[signature of person signing the Bid]* Date *[insert date]*

## Price Schedule: Goods Manufactured in the Purchaser's Country

Purchaser's Country _____		(Group A and B bids)  Currencies in accordance with ITB Sub-Clause 15				Date: _____ ICB No: _____ Alternative No: _____ Page N° _____ of _____			
1	2	3	4	5	6	7	8	9	10
Line Item N°	Description of Goods	Delivery Date as defined by Incoterms	Quantity and physical unit	Unit price EXW	Total EXW price per line item (Col. 4×5)	Price per line item for inland transportation and other services required in the Purchaser's Country to convey the Goods to their final destination	Cost of local labor, raw materials and components from with origin in the Purchaser's Country % of Col. 5	Sales and other taxes payable per line item if Contract is awarded (in accordance with ITB 14.6(a)(ii))	Total Price per line item (Col. 6+7)
<i>[insert number of the item]</i>	<i>[insert name of Good]</i>	<i>[insert quoted Delivery Date]</i>	<i>[insert number of units to be supplied and name of the physical unit]</i>	<i>[insert EXW unit price]</i>	<i>[insert total EXW price per line item]</i>	<i>[insert the corresponding price per line item]</i>	<i>[Insert cost of local labor, raw material and components from within the Purchase's country as a % of the EXW price per line item]</i>	<i>[insert sales and other taxes payable per line item if Contract is awarded]</i>	<i>[insert total price per item]</i>
Total Price									

Name of Bidder *[insert complete name of Bidder]* Signature of Bidder *[signature of person signing the Bid]* Date *[insert date]*

## Price and Completion Schedule - Related Services

Currencies in accordance with ITB Sub-Clause 15						Date: _____ ICB No: _____ Alternative No: _____ Page N° _____ of _____
1	2	3	4	5	6	7
Service N°	Description of Services (excludes inland transportation and other services required in the Purchaser's country to convey the goods to their final destination)	Country of Origin	Delivery Date at place of Final destination	Quantity and physical unit	Unit price	Total Price per Service (Col. 5*6 or estimate)
<i>[insert number of the Service ]</i>	<i>[insert name of Services]</i>	<i>[insert country of origin of the Services]</i>	<i>[insert delivery date at place of final destination per Service]</i>	<i>[insert number of units to be supplied and name of the physical unit]</i>	<i>[insert unit price per item]</i>	<i>[insert total price per item]</i>
<b>Total Bid Price</b>						

Name of Bidder *[insert complete name of Bidder]* Signature of Bidder *[signature of person signing the Bid]* Date *[insert date]*

## Bid Security (Bank Guarantee)

*[The Bank shall fill in this Bank Guarantee Form in accordance with the instructions indicated.]*

\_\_\_\_\_  
*[Bank's Name, and Address of Issuing Branch or Office]*

**Beneficiary:** \_\_\_\_\_ *[Name and Address of Purchaser]*

**Date:** \_\_\_\_\_

**BID GUARANTEE No.:** \_\_\_\_\_

We have been informed that *[name of the Bidder]* (hereinafter called "the Bidder") has submitted to you its bid dated (hereinafter called "the Bid") for the execution of *[name of contract]* under Invitation for Bids No. *[IFB number]* ("the IFB").

Furthermore, we understand that, according to your conditions, bids must be supported by a bid guarantee.

At the request of the Bidder, we *[name of Bank]* hereby irrevocably undertake to pay you any sum or sums not exceeding in total an amount of *[amount in figures]* (*[amount in words]*) upon receipt by us of your first demand in writing accompanied by a written statement stating that the Bidder is in breach of its obligation(s) under the bid conditions, because the Bidder:

- (a) has withdrawn its Bid during the period of bid validity specified by the Bidder in the Form of Bid; or
- (b) having been notified of the acceptance of its Bid by the Purchaser during the period of bid validity, (i) fails or refuses to execute the Contract Form; or (ii) fails or refuses to furnish the performance security, if required, in accordance with the Instructions to Bidders.

This guarantee will expire: (a) if the Bidder is the successful bidder, upon our receipt of copies of the contract signed by the Bidder and the performance security issued to you upon the instruction of the Bidder; or (b) if the Bidder is not the successful bidder, upon the earlier of (i) our receipt of a copy of your notification to the Bidder of the name of the successful bidder; or (ii) twenty-eight days after the expiration of the Bidder's Bid.

Consequently, any demand for payment under this guarantee must be received by us at the office on or before that date.

This guarantee is subject to the Uniform Rules for Demand Guarantees, ICC Publication No. 458.

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*[signature(s)]*

## Bid Security (Bid Bond)

*[The Surety shall fill in this Bid Bond Form in accordance with the instructions indicated.]*

BOND NO. \_\_\_\_\_

BY THIS BOND *[name of Bidder]* as Principal (hereinafter called "the Principal"), and *[name, legal title, and address of surety]*, **authorized to transact business in** *[name of country of Purchaser]*, as Surety (hereinafter called "the Surety"), are held and firmly bound unto *[name of Purchaser]* as Obligee (hereinafter called "the Purchaser") in the sum of *[amount of Bond]*<sup>6</sup>*[amount in words]*, for the payment of which sum, well and truly to be made, we, the said Principal and Surety, bind ourselves, our successors and assigns, jointly and severally, firmly by these presents.

WHEREAS the Principal has submitted a written Bid to the Purchaser dated the \_\_\_\_ day of \_\_\_\_\_, 20\_\_, for the construction of *[name of Contract]* (hereinafter called the "Bid").

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION is such that if the Principal:

- (a) withdraws its Bid during the period of bid validity specified in the Form of Bid; or
- (b) having been notified of the acceptance of its Bid by the Purchaser during the period of Bid validity; (i) fails or refuses to execute the Contract Form; or (ii) fails or refuses to furnish the Performance Security, if required, in accordance with the Instructions to Bidders.

then the Surety undertakes to immediately pay to the Purchaser up to the above amount upon receipt of the Purchaser's first written demand, without the Purchaser having to substantiate its demand, provided that in its demand the Purchaser shall state that the demand arises from the occurrence of any of the above events, specifying which event(s) has occurred.

The Surety hereby agrees that its obligation will remain in full force and effect up to and including the date 28 days after the date of expiration of the Bid validity as stated in the Invitation to Bid or extended by the Purchaser at any time prior to this date, notice of which extension(s) to the Surety being hereby waived.

IN TESTIMONY WHEREOF, the Principal and the Surety have caused these presents to be executed in their respective names this \_\_\_\_ day of \_\_\_\_\_ 20\_\_.

Principal: \_\_\_\_\_ Surety: \_\_\_\_\_  
Corporate Seal (where appropriate)

<sup>6</sup> The amount of the Bond shall be denominated in the currency of the Purchaser's country or the equivalent amount in a freely convertible currency.

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*(Signature)*  
*(Printed name and title)*

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*(Signature)*  
*(Printed name and title)*

## Manufacturer's Authorization

*[The Bidder shall require the Manufacturer to fill in this Form in accordance with the instructions indicated. This letter of authorization should be on the letterhead of the Manufacturer and should be signed by a person with the proper authority to sign documents that are binding on the Manufacturer. The Bidder shall include it in its bid, if so indicated in the **BDS**.]*

Date: *[insert date (as day, month and year) of Bid Submission]*  
ICB No.: *[insert number of bidding process]*

To: *[insert complete name of Purchaser]*

### WHEREAS

We *[insert complete name of Manufacturer]*, who are official manufacturers of *[insert type of goods manufactured]*, having factories at *[insert full address of Manufacturer's factories]*, do hereby authorize *[insert complete name of Bidder]* to submit a bid the purpose of which is to provide the following Goods, manufactured by us *[insert name and or brief description of the Goods]*, and to subsequently negotiate and sign the Contract.

We hereby extend our full guarantee and warranty in accordance with Clause 28 of the General Conditions of Contract, with respect to the Goods offered by the above firm.

Signed: *[insert signature(s) of authorized representative(s) of the Manufacturer]*

Name: *[insert complete name(s) of authorized representative(s) of the Manufacturer]*

Title: *[insert title]*

Dated on \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ *[insert date of signing]*

## **Covenant of Integrity to the Purchaser from the Supplier**

“We declare and covenant that neither we nor anyone, including any of our directors, employees, agents, joint venture partners or sub-contractors, where these exist, acting on our behalf with due authority or with our knowledge or consent, or facilitated by us, has engaged, or will engage, in any Prohibited Conduct (as defined below) in connection with the tendering process or in the execution or supply of any works, goods or services for [*specify the contract or tender invitation*] (the “**Contract**”) and covenant to so inform you if any instance of any such Prohibited Conduct shall come to the attention of any person in our organisation having responsibility for ensuring compliance with this Covenant.

We shall, for the duration of the tender process and, if we are successful in our tender, for the duration of the Contract, appoint and maintain in office an officer, who shall be a person reasonably satisfactory to you and to whom you shall have full and immediate access, having the duty, and the necessary powers, to ensure compliance with this Covenant.

If (i) we have been, or any such director, employee, agent or joint venture partner, where this exists, acting as aforesaid has been, convicted in any court of any offence involving a Prohibited Conduct in connection with any tendering process or provision of works, goods or services during the five years immediately preceding the date of this Covenant, or (ii) any such director, employee, agent or a representative of a joint venture partner, where this exists, has been dismissed or has resigned from any employment on the grounds of being implicated in any Prohibited Conduct, or (iii) we have been, or any of our directors, employees, agents or joint venture partners, where these exist, acting as aforesaid has been excluded by the EU Institutions or any major Multi-lateral Development Bank (including World Bank Group, African Development Bank, Asian Development Bank, European Bank for Reconstruction and Development, European Investment Bank or Inter-american Development Bank) from participation in a tendering procedure on the grounds of Prohibited Conduct, we give details of that conviction, dismissal or resignation, or exclusion below, together with details of the measures that we have taken, or shall take, to ensure that neither this company nor any of our directors, employees or agents commits any Prohibited Conduct in connection with the Contract [*give details if necessary*].

In the event that we are awarded the Contract, we grant the Project Owner, the European Investment Bank (EIB) and auditors appointed by either of them, as well as any authority or European Union institution or body having competence under European Union law, the right of inspection of our records and those of all our sub-contractors under the Contract. We accept to preserve these records generally in

accordance with applicable law but in any case for at least six years from the date of substantial performance of the Contract.”

For the purpose of this Covenant, Prohibited Conduct includes<sup>12</sup>,

- **Corrupt Practice** is the offering, giving, receiving or soliciting, directly or indirectly, anything of value to influence improperly the actions of another party.
- **Fraudulent Practice** is any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation.
- **Coercive Practice** is impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of any party to influence improperly the actions of a party.
- **Collusive Practice** is an arrangement between two or more parties designed to achieve an
- improper purpose, including influencing improperly the actions of another party
- **Obstructive Practice** is (a) deliberately destroying, falsifying, altering or concealing of evidence material to the investigation; and/or threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation, or (b) acts intended to materially impede the exercise of the EIB’s contractual rights of audit or access to information or the rights that any banking, regulatory or examining authority or other equivalent body of the European Union or of its Member States may have in accordance with any law, regulation or treaty or pursuant to any agreement into which the EIB has entered in order to implement such law, regulation or treaty;
- **Money Laundering** is defined in the Bank’s Anti-Fraud Policy
- **Terrorist Financing** is defined in the Bank’s Anti-Fraud Policy
- **Project Owner** means the person designated as such in the bidding documents or the Contract.

<sup>12</sup> Most definitions are those of the IFI Anti Corruption Task Force’s Uniform Framework of September 2006.

## Section V. Eligible Countries

*Not applicable*

## **PART 2 – Supply Requirements**

## **Section VI. Schedule of Requirements**

### **Table of Contents**

1. List of Goods and Delivery Schedule.....	55
2. List of Related Services and Completion Timetable .....	56
3. Technical Specifications .....	57
4. Drawings .....	71
5. Inspection and reexamination .....	71



## 1. List of Goods and Delivery Schedule

[ All blanks to be completed by the buyer except for the “bidder’s delivery date” section which shall be completed by the bidder]

Item No.	Goods description	<u>Unit</u>	Qty	Final destination specified in the bid datasheet (project site)	Delivery date (as per the definitions set forth in Incoterms of ICC)	
					Latest delivery date [ insert the number of days from the effective date of contract]	Bidder’s delivery date[to be completed by the bidder]
1	Double-glass energy-saving plastic window (refer to detailed Technical Specifications of Clause 4)	Square meter	199000	<u>Pingfang District, Daowai District and XiangfangDistrict of Harbin</u>	7	[ insert the number of days from the effective date of contract]
			70000	<u>Pingfang District, Daowai District and XiangfangDistrict of Harbin</u>	<u>230</u>	[ insert the number of days from the effective date of contract]
2	Triple-glass energy-saving plastic window (refer to detailed Technical Specifications of Clause 4)	Square meter	117000	<u>Pingfang District, Daowai District and XiangfangDistrict of Harbin</u>	7	[ insert the number of days from the effective date of contract]
			41000	<u>Pingfang District, Daowai District and XiangfangDistrict of Harbin</u>	<u>230</u>	[ insert the number of days from the effective date of contract]

## 2. List of Related Services and Completion Timetable

[ This form shall be completed by the buyer. The required completion date shall be realistic and consistent with the delivery date as defined in Incoterms of ICC]

<u>Service</u>	<u>Service description</u>	<u>Qty</u>	<u>Physical unit</u>	<u>Place of service provision</u>	<u>Date of final completion of service</u>
1	Removal of existing windows, dimensional measurement, installation of double-glass plastic windows, garbage removal	199000	Square meter	<u>Pingfang District, Daowai District and Xiangfang District of Harbin</u>	December 31, 2015
2	Removal of existing windows, dimensional measurement, installation of triple-glass plastic windows, garbage removal	117000	Square meter	Ditto	Ditto
3	Removal of existing windows, dimensional measurement, installation of double-glass plastic windows, garbage removal	70000	Square meter	Ditto	December 31, 2016
4	Removal of existing windows, dimensional measurement, installation of triple-glass plastic windows, garbage removal	41000	Square meter	Ditto	Ditto

### 3. Technical Specifications

#### Section 1. General

##### 1.1 Overview

These technical specifications describe the scope of contract and the basic technical requirements for the goods supplied.

The Purchaser shall provide conforming products and related technical documentation within the aforesaid entire contract package according to the requirements of technical specifications.

These technical specifications specify necessary technical requirements for the products to be purchased only and may not be construed as entire requirements. The Purchaser may not reduce or decrease the performance of the products supplied by reason of insufficient coverage of technical specifications. Any contents that can not be ascertained in the technical specifications will not relieve the supplier from its responsibility. The supplier shall supply cost-effective products to the Contractor based on the required performance of products.

All bidders shall carefully read these technical specifications and correctly understand the contents of technical specifications. The special technical specifications shall prevail in case of any inconsistency between general technical specifications and special ones.

The supplier shall warrant that the products themselves on the project site will not cause environmental pollution and any use of such products will not cause environmental pollution or impact.

#### Section 2. Project overview

##### 2.1 Analysis of natural and geographic conditions

Harbin City is located within North Latitude  $44^{\circ}04' \sim 46^{\circ}40'$  and East Longitude  $125^{\circ}42' \sim 130^{\circ}10'$  and in severe cold region, with the highest point being 171.1 m above the sea.

## 2.2 General information about Harbin City

Harbin City in which the proposed project site is located is situated in middle reaches of Songhua River in northeast China, the capital city of Heilongjiang Province and an important political, economic, technological and cultural center in north of Northeast China.

Harbin City is located in middle latitude region in east of Eurasian Continent, enjoying temperate continental monsoon climate with remarkable monsoon characteristics, characterized by four distinct seasons, long and cold winter and short and hot summer as well as rapid temperature change during spring and autumn.

Harbin has a flat and low-lying terrain, with numerous hills in the east, branch ranges of Zhangguangcai Mountain in the southeast and Lesser Khingan Mountains in the north. Songhua River flows through the central part of Harbin, resulting in moderately tall mountains and a vast plain interwoven by rivers.

Harbin enjoys a long history and is the cradle of Jin and Qing dynasties. Harbin accommodates 48 nationalities including Han Chinese. In early 20th century, Harbin was an international trade city, where 16 countries maintained their consulates, over 30 foreign business firms operated and over 60000 foreigners from 18 countries resided. The special historical process and geographic location adds unique exotic tone to this beautiful city, where European-styled buildings across urban area not only epitomized the history and culture of ethnic minorities in North China but also incorporated both Chinese and foreign cultures. As such, Harbin is best known as oriental Moscow, oriental Paris and ice city. It has become a historic city and a famous tourist city in China, as well as the largest open city along borders in north of Northeast China.

Harbin accommodates a total population of 10.635971 million people, including 5.878 million urban residents (2010 statistics). With a total area of 53100 square kilometers, the city comprises 8 districts (i.e., Daoli District, Daowai District, Nangang District, Xiangfang District, Pingfang District, Songbei District, Hulan District, Acheng District) and 10 counties and county-level cities (Bayan County,

Binxian County, Yilan County, Yanshou County, Mulan County, Tonghe County, Fangzheng County, Wuchang City, Shuangcheng City and Shangzhi City).

Being a major traffic hub in Northeast China, Harbin City enjoys easy access thanks to a well-developed three-dimensional traffic network.

## **Section 3. Standards and Specifications**

### **3.1 Contract Description**

The contract to be executed after this bid covers the procurement and installation of energy-saving windows used in the external thermal insulation system as part of the energy-saving renovation project of existing buildings in Harbin.

The supplier shall provide conforming products and technical documentation and complete all specified activities from production to delivery to the final destination according to the requirements of these technical specifications.

### **3.2 Unit of Measurement, Standards and Codes**

#### **3.2.1 Unit of Measurement**

The bid for this project and products supplied shall employ international system of units.

#### **3.2.2 Standards and codes**

##### **3.2.2.1 Abbreviations of standards**

The abbreviations of standards or organizations used in these technical specifications shall have the following meaning:

#### **1. Chinese national standards, industry standards and international standards**

- (a) GB: the national standards of the People's Republic of China
- (b) JG, JG/T: the standards promulgated by the Ministry of Construction of the People's Republic of China.
- (c) ISO : International Standardization Organization

#### **2. Reference standards**

The materials provided by the Purchaser shall meet the requirements of the following standards:

GB/T8484-2008 Methods for Classification and Test of Thermal Insulation Performance of Exterior Doors and Windows of Buildings;

GB/T7106-2008 Methods for Classification and Test of Airtight, Watertight and Wind Resistance Performance of Exterior Doors and Windows of Buildings

JG/T212-2007 Hardware of Building Doors and Windows: General Requirements

JG/T126-2007 Hardware of Building Doors and Windows: Transmission Locks

JG/T125-2007 Hardware of Building Doors and Windows: Hinges

GB/T8814-2004 Unplasticized Polyvinyl Chloride (PVC-U) Profiles for Use with Doors and Windows

JG/T187-2006 Sealant Tapes for use with Building Doors and Windows

JC936-2004 One-component Polyurethane Foam Sealant

GB/T14683-2003 Silicone Sealant for Buildings

GB/T11944-2012 Insulating Glass

JG/T131-2000 PVC Reinforced Profile Steels for Doors and Windows

JG/T140-2005 Unplasticized Polyvinyl Chloride (PVC-U) Plastic Windows

JGJ 103-2008 Technology and Engineering of Plastic Doors and Windows

Whenever this supply contract needs to make reference to applicable standards, the latest version or revised version of such standards and codes in effect shall be adopted.

### **3.3 Quality Control (QC) Plan and Installation Plan**

#### **3.3.1 QC Plan**

The Purchaser shall ensure that a suitable QC plan will be established for manufacture of each kind of product and all QC plans shall be developed and approved by the Contractor before manufacture of related products.

#### **3.3.2 Installation plan**

The Purchaser shall provide a detailed installation plan to the Contractor for approval prior to product installation, indicating the dimensional measurements, installation methods, progress and safety and detailed safeguards for avoidance of any adverse impact on local neighborhoods.

### **3.4 Technical documentation provided by the bidder**

#### **3.4.1 Proposed technical documentation**

Proposed technical documentation refers to the technical documentation submitted by the bidder to clarify its bid and shall include the following:

- Product's technical documentation: these documents shall indicate the key parameters and performance of products;
- Clarification of all deviations from these technical specifications;
- Supply and delivery procedure and schedule

### **3.4.2 Submission of documents after award of contract**

#### **3.4.2.1 Documents related to products and manufacturers**

Names, addresses, contact details, product catalogue, company profile, technical parameters and QA systems of the manufacturers. The Purchaser may not change the proposed product manufacturer in its bid without the prior consent of the Contractor.

#### **3.4.2.2 Production and supply schedule**

Before supply of products, the Purchaser shall submit a copy of production and supply schedule to the Contractor's representative for approval, indicating products and the sequence of product transport and delivery. The schedule shall be in such form as agreed upon by the Contractor's representative and indicate clearly the following:

- Manufacturing cycles of all products;
- Inspection and test dates of all supplied products in the manufacturing plant;
- Shipment dates of all products and dates of delivery to the specified delivery point.

#### **3.4.3 Documents to be submitted at the time of delivery**

The Purchaser shall provide two sets of documentation to the Contractor at the time of product delivery. If the products supplied are made in the territory of the People's Republic of China, documents in simplified Chinese may suffice. In case of products manufactured outside China, the English documents shall be accompanied by a copy of translation in simplified Chinese. The documents shall include but not limited to the company name and certificate of conformity and indicate the product names, trademarks, standard numbers adopted, performance test reports and certificate of

inspection, specifications, types, production dates, batch numbers and product packaging.

### **3.5 Packing and Delivery of Product**

#### **3.5.1 Packing**

Packaging requirements for the products involved in this project

Generally, all products shall be properly packaged to ensure products will not be damaged or degraded during the whole transportation process. The packaging costs shall be included in the total contract price. All packaging materials shall remain the properties of the Purchaser.

#### **3.5.2 Delivery**

See Part 6: List of Goods and Delivery Schedule above.

- 1) All products shall be properly packaged and transported.
- 2) The packaging costs shall be included in the total contract price. All packaging materials shall remain the properties of the Contractor.
- 3) All products shall be properly protected to ensure products will not be damaged or degraded during the whole shipment process.
- 4) The Purchaser shall deliver all goods to the Contractor's site, examine the delivered goods for any damage, unload the goods at the Contractor-designated place and attend the receiving inspection. If any products delivered are found damaged or defective, the Purchaser shall replace the damaged or defective goods immediately and reclaim the damaged products at its sole costs.
- 5) The Purchaser shall submit a detailed unloading statement and description of safety measures to the Contractor's representative for approval at least two weeks prior to arrival of the products at the final destination. The approval of the Contractor's representative will not alleviate the Employer's contractual responsibilities.
- 6) The Purchaser and Contractor shall jointly sign the delivery report, indicating the list of delivered products.

## Section 4. General Technical Requirements

### 4.1 Technical Requirements for Materials

The products supplied by the Purchaser shall be standard products manufactured by manufacturer.

#### 4.1.1 Insulating Glass

(a) Glass

Sheet glass shall be used, and the glass used shall meet the requirements of applicable standards.

(b) Edge sealing materials

The edge sealing materials of insulating glass shall meet the requirements of applicable standards, ensure the watertight and airtight performance of insulating glass and maintain the structural stability of insulating glass.

(c) Spacing materials

Spacing materials shall be aluminum spacing strips and meet the requirements of applicable standards and technical documentation.

(d) The desiccant shall meet the requirements of applicable standards.

#### 4.1.2 Dimensional requirements:

##### 1. Quality deviations

The allowable deviations of length and width of insulating glass are shown in the following table.

Length (width) in mm	Allowable deviation
$L < 1000$	$\pm 2$
$1000 \leq L \leq 2000$	$+2, -3$
$L \geq 2000$	$\pm 3$

##### 2. The allowable thickness deviations of insulating glass are shown in the following table.

Nominal thickness in mm	Allowable deviation
$D < 17$	$\pm 1.0$
$17 \leq D \leq 22$	$\pm 1.5$
$D \geq 22$	$\pm 2.0$

Note: the nominal thickness of insulating glass is the sum of nominal thickness of glass sheet and the thickness of hollow chamber.

### 3. Diagonal difference of insulating glass:

The diagonal difference of rectangular plane insulating glass shall be no more than 0.2% of the average length of diagonal. The diagonal difference of shaped insulating glass shall be agreed upon by the Purchaser and Contractor.

#### (a) Stacking fault

The maximum stacking fault of planar insulating glass shall meet the requirements indicated in the following table.

Length (width) L	Allowable stacking fault
$L < 1000$	2
$1000 \leq L \leq 2000$	3
$L \geq 2000$	4
Note: the stacking faults of curved insulating glass and insulating glass with special requirements shall be agreed upon by the Purchaser and Contractor.	

#### (b) Adhesive thickness of insulating glass

The sealant width of outer rim of insulating glass shall be  $\geq 5\text{mm}$ ; The adhesive width of composite sealing strip is  $8\text{mm} \pm 2\text{mm}$ ; the width of butyl-based adhesive layer of inner rim shall be  $\geq 3\text{mm}$ . Special specifications or products with special requirements shall be agreed upon by the Purchaser and Contractor.

#### (c) Appearance quality

The appearance quality of insulating glass shall meet the requirements indicated in the following table.

Item	Requirements
Edge seal	The sealant of inner rim shall be even and continuous, while the sealant of outer rim shall be even and uniform, fully bonded with the glass and within the rims of glass.
Glass	Four scratches of width $\leq 0.2\text{mm}$ and length $\leq 30\text{mm}$ are allowable per square meters, one scratch of $0.2 < \text{width} \leq 1\text{mm}$ and length $\leq 50\text{mm}$ is allowable per square meter; Other defects shall meet the requirements of applicable standards.
Spacing materials	Free of any distortions, the surface shall be flat and smooth and clean and free of any stains, dents, spots or scales.
Hollow chamber	Free of any foreign objects
Inner surface of	Free of any stains or sealant overruns that obstruct perspective.

glass	
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## (d) Dew point

The dew point of insulating glass  $< -40^{\circ}\text{C}$  .

## (e) Resistance to ultraviolet radiation

After test, the test sample's inner surface shall be free of any traces of fog, condensation or contamination and the sealant shall be free of any remarkable deformation.

## (f) Watertight durability

Moisture permeability index  $I \leq 0.25$ , average value  $I_{av} \leq 0.20$ .

## (g) Initial gas content

The initial gas content of aerated insulating glass  $\geq 85\%$  (V/V) .

## (h) Airtight durability

The gas content of aerated insulating glass after airtight durability test shall be  $\geq 80\%$  (V/V) .

#### 4.1.2 Sealant tapes for use with building doors and windows

Requirements:

## (a) Appearance

The appearance of sealant tapes for use with building doors and windows shall be smooth, free of any distortion, cracks, bubbles, remarkable impurities or other defects and of even and consistent color.

## (b) Dimensional tolerance

The dimensional tolerance of section of sealant tapes shall meet the requirements indicated in Table 2 of GB/T3672.1-2002, in which the fitting dimensions shall be class E1 and non-fitting dimensions shall be class E2. The geometric tolerance of sealant tapes shall be Class N as defined in GB/T3672.2-2002.

#### 4.1.3 One-component polyurethane foam sealant

Technical requirements

PU sealant shall be in liquid form while stored in aerosol cans, and the materials ejected shall be evenly-colored foam free of dispersed particles or impurities and become rigid foam with even distribution of cells after solidification.

#### **4.1.4 PVC-U profiles for windows**

Technical requirements:

##### **1) Material performance**

The performance of profile materials shall meet the requirements of Appendix C to GT/T 8814-2004.

##### **2) Appearance**

The color of visible faces of profiles shall be even and the surfaces of profiles shall be smooth, flat and free of any remarkable dents or protrusions or impurities. The ends of profiles shall be clean and free of any burs.

##### **3) Dimensions and deviations**

Thickness  $D \leq 80$ , limit deviation  $\pm 0.3$ ; thickness  $D > 80$ , limit deviation  $\pm 0.5$ .

##### **4) Linear deviation of profiles**

The deviation from straightness of main profile of 1 meter in length shall be  $\leq 1\text{mm}$ . The deviation from straightness of gauze screen shall be  $\geq 2\text{mm}$ .

##### **5) Mass of main profile**

The mass per meter of length of main profile shall be no less than 95% of nominal mass per meter of length.

##### **6) Dimensional change rate after heating**

The post-heating dimensional change rate of two opposite largest visible surfaces of main profile shall be  $\pm 2.0\%$ ; The difference between post-heating dimensional change rates of two visible surfaces of each test sample shall be  $\leq 0.4\%$ .

The post-heating dimensional change rate of auxiliary profiles shall be  $\pm 3.0\%$ .

##### **7) Falling weight impact on main profile**

The number of cracks tested on the visible surface shall be no more than one. For the profiles that correspond to co-extrusion layer, the co-extrusion layer shall be free of separation.

8) State after heating at 150℃

After the test, there shall be free of any bubbles, cracks or speckles. For the profiles corresponding to co-extrusion layer, the co-extrusion layer shall be free of separation.

9) Aging

Post-aging impact strength retention rate $\geq$ 60%。

10) Weldability of main profile

Average stress of weld fillet $\geq$ 35MPa, Minimum stress under test $\geq$ 30MPa。

#### **4.1.5 Hardware of Building Doors and Windows: Hinges**

Technical requirements:

- 1) The appearance shall meet the requirements of JG/T212 “Hardware of Building Doors and Windows: General Requirements”.
- 2) The corrosion resistance, film thickness and adhesion force shall meet the requirements of JG/T212 “Hardware of Building Doors and Windows: General Requirements”.
- 3) The mechanical behavior shall meet the requirements of JG/T125-2007 “Hardware of Building Doors and Windows: Hinges”.
- 4) Load moment

After a set of hinges bear actual load and is subjected to suspension end force, the change of position of free end of door (window) leaf in the vertical direction shall be no more than 1.5 mm, and the tested piece shall be free of deformation or damage and can be opened and closed freely.

- 5) After the suspension hoisting test, the door leaves and window sashes shall remain in place.
- 6) After three cycles of hole impact test, the door leaves and window sashes shall remain in place

After three cycles of obstacle impact test, the door leaves and window sashes shall remain in place.

#### **4.1.6 Hardware of Building Doors and Windows: Transmission Locks**

Technical requirements:

- 1) The appearance shall meet the requirements of JG/T126-2007 “Hardware of Building Doors and Windows: Transmission Locks”.
- 2) The corrosion resistance, film thickness and adhesion force shall meet the requirements of JG/T212 “Hardware of Building Doors and Windows: General Requirements”.
- 3) Mechanical behavior

#### Driving parts

- (a) After the geared transmission lock is subjected to a moment of  $25\text{N.m} \sim 26\text{N.m}$ , all parts shall not be broken or damaged.
- (b) After the rod-driven transmission lock is subjected to a static tensile force of  $1000^{+50}\text{N}$ , all parts shall not be broken or fall off.

- (c) Locking parts

After the locking point or lock bracket is subjected to a static tensile force of  $1800^{+50}\text{N}$ , all parts shall remain undamaged.

- (d) Repeated opening and closing

After 25000 cycles of open/close of the transmission lock, all parts and components shall be free of any distortions or deformations and remain fully functional.

### 4.1.7 Hardware of Building Doors and Windows: General Requirements

#### Technical requirements:

- (a) Appearance

##### Exterior surface:

The exposed surfaces of the product shall be free of any remarkable defects, scratches, pores, dents, burrs, sharp edges or flashes.

##### Coating:

The coating shall of even and consistent color, free of any bubbles, drips, falloffs, pilings or pebbles.

##### Plating:

The plating layer shall be dense, even, free of exposure of bottom, yellow discoloration or scorch.

Anodized surface:

The anodic coating shall be dense, of even and consistent color and free of scorches or other defects.

- (b) The corrosion resistance, film thickness and adhesion force of surface coating shall meet the requirements of JG/T 125-2007.

## **4.2 Technical requirements for installation**

### **1. Construction process**

Measurement of the dimensions of hole → removal of existing door and window frames → erection of new door and window frames → filling of holes of door and window frames → plastering of door and window holes → glazing of doors and windows → weatherproof sealing of outer sides of external doors and windows → garbage removal, polishing → acceptance check.

The aforesaid describes the basic construction procedure, subject to the technical plan produced by the company's technical department in case of any inconsistency between this construction procedure and actual construction process.

### **2. Construction criteria**

2.1 Prior to fabrication of door and window frames, the dimensions of holes shall be accurately measured. The method of fabrication of door and window frames shall meet the requirements of plastic steel window industry standards.

2.2 Examination of dimensions and positions of holes: prior to installation, use a theodolite or hoisting wire to ensure both the upper and lower windows are aligned with each other and windows on each floor are on the same horizontal plane according to the installation positions specified in the drawings and in conjunction with the plastering of exterior walls.

2.3 Erection of door and window frames: erect the door and window frames in position according to the horizontal and vertical control lines of doors and windows. Erect the door and window frames onto holes using expansion bolts designed for plastic steel

doors and windows; The fixed point is 150-200 mm away from the corner, middle and vertical frames of doors and windows, with a spacing of no more than 600mm. Each side shall have no less than two fixed points.

2.4 Filling of gap between door and window frames and holes: after the door and window frames are erected and fixed in place, fill the perimeter of door and window frames using polyurethane tightly. After filling, keep the acceptance records of concealed works along with the fixed points.

2.5 Plastering of door and window holes: the same as plastering of exterior walls of buildings.

2.6 Glazing of doors and windows: the doors and windows may not be glazed until and unless the door and window frames are erected in place and pass the acceptance check in order to prevent contamination and damage.

2.7 Sealing of outer sides of external doors and windows using weatherproof sealant: after the exterior walls are polished, seal the gaps left around the outer sides of doors and windows using weatherproof sealant.

2.8 The fabrication and installation of doors and windows shall comply with the acceptance criteria for doors and windows.

## **4 Drawings (not applicable)**

The Purchaser shall draw and submit window type drawings to the owner for approval.

## **5. Inspection and Acceptance**

### **5.1 On-site Inspection and Examination**

#### **5.1.1 Supplier's inspection and examination**

Upon the arrival of products at the project site, the Purchaser shall assign suitably experienced and qualified personnel to perform the following duties on site:

Onsite examination: examine the appearance of products for any cracks, scratches, damage and compliance with dimensional and material specifications.

#### **5.1.2 Re-examination and acceptance**

Within one (1) working day upon the application for re-examination by the supplier, the purchaser's representative shall examine the products delivered on the site together with the supplier and take and submit samples to a qualified third-party inspection agency for inspection in order to determine whether the products supplied by the manufacturer meet the general technical requirements in Section 4 of these technical specifications. The approved certificate of inspection shall constitute integral part of inspection process.

- Products to be reexamined:
- Double-glass energy-saving plastic window

Triple-glass energy-saving plastic window

Contents of inspection:

The aforesaid examination results shall meet the special technical requirements of these technical specifications.

## **5.2 Failed examination**

1. If the examination results are unsatisfactory, the Contractor's representative will inform the Purchaser that the product performance is unacceptable.
2. If the Supplier's product performance is unacceptable, the Purchaser shall reclaim the rejected products within one day. The costs in connection therewith shall be borne by the Employer, who shall replace the defective products with conforming products at no additional costs to the Contractor. In case of any delay in the project schedule due to return of nonconforming products, the both parties shall complete related forms and the Purchaser shall compensate the Contractor for any actual losses incurred.

## **5.3 Acceptance Procedure and Criteria**

### **5.3.1 Acceptance Procedure**

1. Self examination shall be conducted after the plastic windows are erected in place. The Purchaser shall compile QC documentation for the installation activities and deliver the same to the project owner. If the installed doors and windows are found defective, the Purchaser shall make corrections. After completion of corrections, the Purchaser shall submit a completion report and a written request for acceptance to the owner.
2. Upon receipt of the completion report, the owner will make arrangements for related technical personnel to conduct acceptance check.

### **5.3.2 Acceptance quality criteria**

1. The types, specifications, models, dimensions, direction of opening, installation position, method of connection and filling and sealing treatment of the plastic doors and windows shall meet the design requirements. The lined reinforced steel's wall thickness and configuration shall meet the equality requirements of the currently applicable Chinese standards.

Examination methods: observe, examine using a measuring scale, examine the certificate of conformity, performance test report, receiving inspection records and reexamination report; examine the acceptance records of concealed works.

2. The frames and sub-frames and leaves of plastic doors and windows shall be erected tightly and securely. The quantities and positions of fixing plates or expansion bolts shall be correct, and the connection methods used shall meet the design requirements. The fixed points shall be 150-200mm away from the corners, transoms and mullions, with a spacing of no more than 600 mm between fixed points. The fixing plates shall be buried and remain invisible.

Examination methods: observe, examine by hand pulling, and examine the acceptance records of concealed works.

3. The specifications and wall thickness of lined reinforced shape steel used in transoms and mullions of plastic doors and windows shall meet the design requirements. The profile steel shall be closely matched with the inner cavity of profiles, with both ends tightly secured to holes. The window frames shall be closely connected with transoms and mullions, with a spacing of no more than 600 mm between fixed points.

Examination methods: observe, examine by hand pulling; examine using a measuring scale; examine the receiving inspection records.

4. The leaves and sashes of plastic doors and windows shall be freely opened and closed, closely tightly and without warps.

Examination methods: observe; examine by opening and closing the doors and windows; examine by hand pulling.

5. The models, specifications and quantities of accessories of plastic doors and windows shall meet the design requirements. Such accessories shall be erected tightly and in correct positions and functionally compliant with the user requirements.

Examination methods: observe; examine by hand pulling; examine using a measuring scale.

6. The gaps between door and window frames and walls shall be filled up using closed-cell elastic materials, and the surfaces shall be sealed using sealant. The sealant shall be tightly bonded and its surface shall be smooth, flat, straight and without any cracks.

Examination methods: observe; examine the acceptance records of concealed works.

7. The surfaces of plastic doors and windows shall be clean, flat, smooth and free of any scratches or damages.

Examination methods: observation.

8. The sealing tapes of plastic doors and windows may not be dislocated.

Examination methods: observation

9. The opening and closing force of plastic doors and windows shall meet the following requirements:

The opening and closing force of flat hinges of side-hung doors and windows shall be no more than 80N.

Examination methods: observe; examine using a spring scale.

10. The glazing tapes and the seams between glass and glazing rebates shall be flat and free of curls or dislocation.

Examination methods: observation

11. The drain holes shall be obstacle free and their positions and quantities shall meet the design requirements.

Examination methods: observation

The Purchaser shall issue, within one (1) working day, the acceptance certificate to the Supplier for the items successfully passing the examination .

## PART 3 - Contract

### Section VII. General Conditions of Contract

#### Table of Clauses

1. Definitions .....	77
2. Contract Documents .....	78
3. Fraud and Corruption.....	78
4. Interpretation.....	79
5. Language .....	80
6. Joint Venture, Consortium or Association .....	81
7. Eligibility .....	81
8. Notices .....	81
9. Governing Law.....	81
10. Settlement of Disputes.....	81
11. Scope of Supply .....	82
12. Delivery and Documents .....	82
13. Supplier's Responsibilities.....	82
14. Contract Price.....	82
15. Terms of Payment .....	82
16. Taxes and Duties .....	83
17. Performance Security.....	83
18. Copyright.....	84
19. Confidential Information.....	84
20. Subcontracting .....	85

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21. Specifications and Standards .....	85
22. Packing and Documents .....	86
23. Insurance.....	86
24. Transportation .....	86
25. Inspections and Tests .....	86
26. Liquidated Damages.....	87
27. Warranty .....	88
28. Patent Indemnity.....	89
29. Limitation of Liability.....	90
30. Change in Laws and Regulations .....	90
31. Force Majeure .....	90
32. Change Orders and Contract Amendments .....	91
33. Extensions of Time .....	92
34. Termination.....	92
35. Assignment.....	93
36. Miscellaneous to the Supplier.....	93

## Section VII. General Conditions of Contract

### Definitions

1.1 The following words and expressions shall have the meanings hereby assigned to them:

- (a) “Bank” means the European Investment Bank(EIB).
- (b) “Contract” means the Contract Agreement entered into between the Purchaser and the Supplier, together with the Contract Documents referred to therein, including all attachments, appendices, and all documents incorporated by reference therein.
- (c) “Contract Documents” means the documents listed in the Contract Agreement, including any amendments thereto.
- (d) “Contract Price” means the price payable to the Supplier as specified in the Contract Agreement, subject to such additions and adjustments thereto or deductions therefor, as may be made pursuant to the Contract.
- (e) “Day” means calendar day.
- (f) “Completion” means the fulfillment of the Related Services by the Supplier in accordance with the terms and conditions set forth in the Contract.
- (g) “GCC” means the General Conditions of Contract.
- (h) “Goods” means all of the commodities, raw material, machinery and equipment, and/or other materials that the Supplier is required to supply to the Purchaser under the Contract.
- (i) “Purchaser’s Country” is the country specified in the Special Conditions of Contract (SCC).
- (j) “Purchaser” means the entity purchasing the Goods and Related Services, as specified in the SCC.
- (k) “Related Services” means the services incidental to the supply of the goods, such as insurance, installation, training and initial maintenance and other such obligations of the Supplier under the Contract.
- (l) “SCC” means the Special Conditions of Contract.

- (m) “Subcontractor” means any natural person, private or government entity, or a combination of the above, to whom any part of the Goods to be supplied or execution of any part of the Related Services is subcontracted by the Supplier.
- (n) “Supplier” means the natural person, private or government entity, or a combination of the above, whose bid to perform the Contract has been accepted by the Purchaser and is named as such in the Contract Agreement.
- (o) “The Project Site,” where applicable, means the place named in the **SCC**.

**Contract Documents** 2.1 Subject to the order of precedence set forth in the Contract Agreement, all documents forming the Contract (and all parts thereof) are intended to be correlative, complementary, and mutually explanatory. The Contract Agreement shall be read as a whole.

**Fraud and  
Corruption**

3.1 It is the EIB’s policy to require that Borrowers (including beneficiaries of the EIB loans), as well as bidders, suppliers, and contractors and their agents (whether declared or not), personnel, subcontractors, sub-consultants, service providers and suppliers under Bank-financed contracts, observe the highest standard of ethics during the procurement and execution of such contracts.<sup>7</sup> In pursuance of this policy, the EIB.

- (a) For the purposes of this Sub-Clause:
  - (i) “corrupt practice” is the offering, giving, receiving or soliciting, directly or indirectly, of anything of value to influence improperly the actions of another party<sup>8</sup>;
  - (ii) “fraudulent practice” is any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation<sup>9</sup>;

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<sup>7</sup>In this context, any action taken by a bidder, supplier, contractor, or any of its personnel, agents, subcontractors, sub-consultants, service providers, suppliers and/or their employees to influence the procurement process or contract execution for undue advantage is improper.

<sup>8</sup> “Another party” refers to a public official acting in relation to the procurement process or contract execution. In this context, “public official” includes EIB staff and employees of other organizations taking or reviewing procurement decisions.

<sup>9</sup> “Party” refers to a public official; the terms “benefit” and “obligation” relate to the procurement process or contract execution; and the “act or omission” is intended to influence the procurement process or contract execution.

- (iii) “collusive practice” is an arrangement between two or more parties<sup>10</sup> designed to achieve an improper purpose, including to influence improperly the actions of another party;
- (iv) “coercive practice” is impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence improperly the actions of a party<sup>11</sup>;
- (b) will cancel the portion of the loan allocated to a contract if it determines at any time that representatives of the Borrower or of a beneficiary of the loan engaged in corrupt, fraudulent, collusive, or coercive practices during the procurement or the execution of that contract, without the Borrower having taken timely and appropriate action satisfactory to the Bank to address such practices when they occur; and
- (c) will sanction a firm or an individual, at any time, in accordance with prevailing Bank’s sanctions procedures, including by publicly declaring such firm or individual ineligible, either indefinitely or for a stated period of time: (i) to be awarded a Bank-financed contract; and (ii) to be a nominated subcontractor, consultant, manufacturer or supplier, or service provider of an otherwise eligible firm being awarded a Bank-financed contract.
- (d) In further pursuance of this policy, Bidders shall permit the Bank to inspect any accounts and records and other documents relating to the Bid submission and contract performance, and to have them audited by auditors appointed by the EIB.

## Interpretation

4.1 If the context so requires it, singular means plural and vice versa.

### 4.2 Incoterms

- (a) Unless inconsistent with any provision of the Contract, the meaning of any trade term and the rights and obligations of parties thereunder shall be as prescribed by Incoterms.
- (b) The terms EXW, CIP, FCA, CFR and other similar terms, when used, shall be governed by the rules prescribed in the

<sup>10</sup> “Parties” refers to participants in the procurement process (including public officials) attempting to establish bid prices at artificial, non competitive levels.

<sup>11</sup> “Party” refers to a participant in the procurement process or contract execution.

current edition of Incoterms specified in the **SCC** and published by the International Chamber of Commerce in Paris, France.

#### 4.3 Entire Agreement

The Contract constitutes the entire agreement between the Purchaser and the Supplier and supersedes all communications, negotiations and agreements (whether written or oral) of the parties with respect thereto made prior to the date of Contract.

#### 4.4 Amendment

No amendment or other variation of the Contract shall be valid unless it is in writing, is dated, expressly refers to the Contract, and is signed by a duly authorized representative of each party thereto.

#### 4.5 Nonwaiver

- (a) Subject to GCC Sub-Clause 4.5(b) below, no relaxation, forbearance, delay, or indulgence by either party in enforcing any of the terms and conditions of the Contract or the granting of time by either party to the other shall prejudice, affect, or restrict the rights of that party under the Contract, neither shall any waiver by either party of any breach of Contract operate as waiver of any subsequent or continuing breach of Contract.
- (b) Any waiver of a party's rights, powers, or remedies under the Contract must be in writing, dated, and signed by an authorized representative of the party granting such waiver, and must specify the right and the extent to which it is being waived.

#### 4.6 Severability

If any provision or condition of the Contract is prohibited or rendered invalid or unenforceable, such prohibition, invalidity or unenforceability shall not affect the validity or enforceability of any other provisions and conditions of the Contract.

### Language

- 5.1 The Contract as well as all correspondence and documents relating to the Contract exchanged by the Supplier and the Purchaser, shall be written in the language specified in the **SCC**.

Supporting documents and printed literature that are part of the Contract may be in another language provided they are accompanied by an accurate translation of the relevant passages in the language specified, in which case, for purposes of interpretation of the Contract, this translation shall govern.

5.2 The Supplier shall bear all costs of translation to the governing language and all risks of the accuracy of such translation, for documents provided by the Supplier.

**Joint Venture,  
Consortium or  
Association**

6.1 If the Supplier is a joint venture, consortium, or association, all of the parties shall be jointly and severally liable to the Purchaser for the fulfillment of the provisions of the Contract and shall designate one party to act as a leader with authority to bind the joint venture, consortium, or association. The composition or the constitution of the joint venture, consortium, or association shall not be altered without the prior consent of the Purchaser.

**Eligibility**

7.1 The Supplier and its Subcontractors shall have the nationality of an eligible country. A Supplier or Subcontractor shall be deemed to have the nationality of a country if it is a citizen or constituted, incorporated, or registered, and operates in conformity with the provisions of the laws of that country.

7.2 All Goods and Related Services to be supplied under the Contract and financed by the Bank shall have their origin in Eligible Countries. For the purpose of this Clause, origin means the country where the goods have been grown, mined, cultivated, produced, manufactured, or processed; or through manufacture, processing, or assembly, another commercially recognized article results that differs substantially in its basic characteristics from its components.

**Notices**

8.1 Any notice given by one party to the other pursuant to the Contract shall be in writing to the address specified in the **SCC**. The term "in writing" means communicated in written form with proof of receipt.

8.2 A notice shall be effective when delivered or on the notice's effective date, whichever is later.

**Governing Law**

9.1 The Contract shall be governed by and interpreted in accordance with the laws of the Purchaser's Country, unless otherwise specified in the **SCC**.

**Settlement of  
Disputes**

10.1 The Purchaser and the Supplier shall make every effort to resolve amicably by direct informal negotiation any disagreement or

dispute arising between them under or in connection with the Contract.

10.2 If, after twenty-eight (28) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the Purchaser or the Supplier may give notice to the other party of its intention to commence arbitration, as hereinafter provided, as to the matter in dispute, and no arbitration in respect of this matter may be commenced unless such notice is given. Any dispute or difference in respect of which a notice of intention to commence arbitration has been given in accordance with this Clause shall be finally settled by arbitration. Arbitration may be commenced prior to or after delivery of the Goods under the Contract. Arbitration proceedings shall be conducted in accordance with the rules of procedure **specified in the SCC**.

10.3 Notwithstanding any reference to arbitration herein,

- (a) the parties shall continue to perform their respective obligations under the Contract unless they otherwise agree; and
- (b) the Purchaser shall pay the Supplier any monies due the Supplier.

**Scope of Supply**

11.1 The Goods and Related Services to be supplied shall be as specified in the Schedule of Requirements.

**Delivery and Documents**

12.1 Subject to GCC Sub-Clause 32.1, the Delivery of the Goods and Completion of the Related Services shall be in accordance with the Delivery and Completion Schedule specified in the Schedule of Requirements. The details of shipping and other documents to be furnished by the Supplier are specified in the **SCC**.

**Supplier's Responsibilities**

13.1 The Supplier shall supply all the Goods and Related Services included in the Scope of Supply in accordance with GCC Clause 11, and the Delivery and Completion Schedule, as per GCC Clause 12.

**Contract Price**

14.1 Prices charged by the Supplier for the Goods supplied and the Related Services performed under the Contract shall not vary from the prices quoted by the Supplier in its bid, with the exception of any price adjustments authorized in the **SCC**.

**Terms of Payment**

15.1 The Contract Price, including any Advance Payments, if applicable, shall be paid as specified in the **SCC**.

15.2 The Supplier's request for payment shall be made to the

Purchaser in writing, accompanied by invoices describing, as appropriate, the Goods delivered and Related Services performed, and by the documents submitted pursuant to GCC Clause 12 and upon fulfillment of all other obligations stipulated in the Contract.

15.3 Payments shall be made promptly by the Purchaser, but in no case later than sixty (60) days after submission of an invoice or request for payment by the Supplier, and after the Purchaser has accepted it.

15.4 The currencies in which payments shall be made to the Supplier under this Contract shall be those in which the bid price is expressed.

15.5 In the event that the Purchaser fails to pay the Supplier any payment by its due date or within the period set forth in the **SCC**, the Purchaser shall pay to the Supplier interest on the amount of such delayed payment at the rate shown in the **SCC**, for the period of delay until payment has been made in full, whether before or after judgment or arbitration award.

#### **Taxes and Duties**

16.1 For goods manufactured outside the Purchaser's Country, the Supplier shall be entirely responsible for all taxes, stamp duties, license fees, and other such levies imposed outside the Purchaser's Country.

16.2 For goods Manufactured within the Purchaser's country, the Supplier shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted Goods to the Purchaser.

16.3 If any tax exemptions, reductions, allowances or privileges may be available to the Supplier in the Purchaser's Country, the Purchaser shall use its best efforts to enable the Supplier to benefit from any such tax savings to the maximum allowable extent.

#### **Performance Security**

17.1 If required as specified in the SCC, the Supplier shall, within twenty-eight (28) days of the notification of contract award, provide a performance security for the performance of the Contract in the amount specified in the **SCC**.

17.2 The proceeds of the Performance Security shall be payable to the Purchaser as compensation for any loss resulting from the Supplier's failure to complete its obligations under the Contract.

17.3 As specified in the SCC, the Performance Security, if required, shall be denominated in the currency(ies) of the Contract, or in a

freely convertible currency acceptable to the Purchaser; and shall be in one of the format stipulated by the Purchaser in the **SCC**, or in another format acceptable to the Purchaser.

17.4 The Performance Security shall be discharged by the Purchaser and returned to the Supplier not later than twenty-eight (28) days following the date of Completion of the Supplier's performance obligations under the Contract, including any warranty obligations, unless specified otherwise in the **SCC**.

#### **Copyright**

18.1 The copyright in all drawings, documents, and other materials containing data and information furnished to the Purchaser by the Supplier herein shall remain vested in the Supplier, or, if they are furnished to the Purchaser directly or through the Supplier by any third party, including suppliers of materials, the copyright in such materials shall remain vested in such third party

#### **Confidential Information**

19.1 The Purchaser and the Supplier shall keep confidential and shall not, without the written consent of the other party hereto, divulge to any third party any documents, data, or other information furnished directly or indirectly by the other party hereto in connection with the Contract, whether such information has been furnished prior to, during or following completion or termination of the Contract. Notwithstanding the above, the Supplier may furnish to its Subcontractor such documents, data, and other information it receives from the Purchaser to the extent required for the Subcontractor to perform its work under the Contract, in which event the Supplier shall obtain from such Subcontractor an undertaking of confidentiality similar to that imposed on the Supplier under GCC Clause 20.

19.2 The Purchaser shall not use such documents, data, and other information received from the Supplier for any purposes unrelated to the contract. Similarly, the Supplier shall not use such documents, data, and other information received from the Purchaser for any purpose other than the performance of the Contract.

19.3 The obligation of a party under GCC Sub-Clauses 19.1 and 19.2 above, however, shall not apply to information that:

- (a) the Purchaser or Supplier need to share with the Bank or other institutions participating in the financing of the Contract;
- (b) now or hereafter enters the public domain through no

fault of that party;

- (c) can be proven to have been possessed by that party at the time of disclosure and which was not previously obtained, directly or indirectly, from the other party; or
- (d) otherwise lawfully becomes available to that party from a third party that has no obligation of confidentiality.

19.4 The above provisions of GCC Clause 19 shall not in any way modify any undertaking of confidentiality given by either of the parties hereto prior to the date of the Contract in respect of the Supply or any part thereof.

19.5 The provisions of GCC Clause 19 shall survive completion or termination, for whatever reason, of the Contract.

#### **Subcontracting**

20.1 The Supplier shall notify the Purchaser in writing of all subcontracts awarded under the Contract if not already specified in the bid. Such notification, in the original bid or later shall not relieve the Supplier from any of its obligations, duties, responsibilities, or liability under the Contract.

20.2 Subcontracts shall comply with the provisions of GCC Clauses 3 and 7.

#### **Specifications and Standards**

##### **21.1 Technical Specifications and Drawings**

- (a) The Goods and Related Services supplied under this Contract shall conform to the technical specifications and standards mentioned in Section VI, Schedule of Requirements and, when no applicable standard is mentioned, the standard shall be equivalent or superior to the official standards whose application is appropriate to the Goods' country of origin.
- (b) The Supplier shall be entitled to disclaim responsibility for any design, data, drawing, specification or other document, or any modification thereof provided or designed by or on behalf of the Purchaser, by giving a notice of such disclaimer to the Purchaser.
- (c) Wherever references are made in the Contract to codes and standards in accordance with which it shall be executed, the edition or the revised version of such codes and standards shall be those specified in the Schedule of Requirements. During Contract execution, any changes in

any such codes and standards shall be applied only after approval by the Purchaser and shall be treated in accordance with GCC Clause 32.

**Packing and Documents**

22.1 The Supplier shall provide such packing of the Goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the Contract. During transit, the packing shall be sufficient to withstand, without limitation, rough handling and exposure to extreme temperatures, salt and precipitation, and open storage. Packing case size and weights shall take into consideration, where appropriate, the remoteness of the goods' final destination and the absence of heavy handling facilities at all points in transit.

22.2 The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the Contract, including additional requirements, if any, specified in the **SCC**, and in any other instructions ordered by the Purchaser.

**Insurance**

23.1 Unless otherwise specified in the **SCC**, the Goods supplied under the Contract shall be fully insured—in a freely convertible currency from an eligible country—against loss or damage incidental to manufacture or acquisition, transportation, storage, and delivery, in accordance with the applicable Incoterms or in the manner specified in the **SCC**.

**Transportation**

24.1 Unless otherwise specified in the **SCC**, responsibility for arranging transportation of the Goods shall be in accordance with the specified Incoterms.

**Inspections and Tests**

25.1 The Supplier shall at its own expense and at no cost to the Purchaser carry out all such tests and/or inspections of the Goods and Related Services as are specified in the **SCC**.

25.2 The inspections and tests may be conducted on the premises of the Supplier or its Subcontractor, at point of delivery, and/or at the Goods' final destination, or in another place in the Purchaser's Country as specified in the **SCC**. Subject to GCC Sub-Clause 25.3, if conducted on the premises of the Supplier or its Subcontractor, all reasonable facilities and assistance, including access to drawings and production data, shall be furnished to the inspectors at no charge to the Purchaser.

25.3 The Purchaser or its designated representative shall be

entitled to attend the tests and/or inspections referred to in GCC Sub-Clause 25.2, provided that the Purchaser bear all of its own costs and expenses incurred in connection with such attendance including, but not limited to, all traveling and board and lodging expenses.

25.4 Whenever the Supplier is ready to carry out any such test and inspection, it shall give a reasonable advance notice, including the place and time, to the Purchaser. The Supplier shall obtain from any relevant third party or manufacturer any necessary permission or consent to enable the Purchaser or its designated representative to attend the test and/or inspection.

25.5 The Purchaser may require the Supplier to carry out any test and/or inspection not required by the Contract but deemed necessary to verify that the characteristics and performance of the Goods comply with the technical specifications codes and standards under the Contract, provided that the Supplier's reasonable costs and expenses incurred in the carrying out of such test and/or inspection shall be added to the Contract Price. Further, if such test and/or inspection impedes the progress of manufacturing and/or the Supplier's performance of its other obligations under the Contract, due allowance will be made in respect of the Delivery Dates and Completion Dates and the other obligations so affected.

25.6 The Supplier shall provide the Purchaser with a report of the results of any such test and/or inspection.

25.7 The Purchaser may reject any Goods or any part thereof that fail to pass any test and/or inspection or do not conform to the specifications. The Supplier shall either rectify or replace such rejected Goods or parts thereof or make alterations necessary to meet the specifications at no cost to the Purchaser, and shall repeat the test and/or inspection, at no cost to the Purchaser, upon giving a notice pursuant to GCC Sub-Clause 25.4.

25.8 The Supplier agrees that neither the execution of a test and/or inspection of the Goods or any part thereof, nor the attendance by the Purchaser or its representative, nor the issue of any report pursuant to GCC Sub-Clause 26.6, shall release the Supplier from any warranties or other obligations under the Contract.

**Liquidated Damages**

26.1 Except as provided under GCC Clause 31, if the Supplier fails to deliver any or all of the Goods by the Date(s) of delivery or

perform the Related Services within the period specified in the Contract, the Purchaser may without prejudice to all its other remedies under the Contract, deduct from the Contract Price, as liquidated damages, a sum equivalent to the percentage specified in the **SCC** of the delivered price of the delayed Goods or unperformed Services for each week or part thereof of delay until actual delivery or performance, up to a maximum deduction of the percentage specified in those **SCC**. Once the maximum is reached, the Purchaser may terminate the Contract pursuant to GCC Clause 35.

## **Warranty**

27.1 The Supplier warrants that all the Goods are new, unused, and of the most recent or current models, and that they incorporate all recent improvements in design and materials, unless provided otherwise in the Contract.

27.2 Subject to GCC Sub-Clause 21.1(b), the Supplier further warrants that the Goods shall be free from defects arising from any act or omission of the Supplier or arising from design, materials, and workmanship, under normal use in the conditions prevailing in the country of final destination.

27.3 Unless otherwise specified in the **SCC**, the warranty shall remain valid for twelve (12) months after the Goods, or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the **SCC**, or for eighteen (18) months after the date of shipment from the port or place of loading in the country of origin, whichever period concludes earlier.

27.4 The Purchaser shall give notice to the Supplier stating the nature of any such defects together with all available evidence thereof, promptly following the discovery thereof. The Purchaser shall afford all reasonable opportunity for the Supplier to inspect such defects.

27.5 Upon receipt of such notice, the Supplier shall, within the period specified in the **SCC**, expeditiously repair or replace the defective Goods or parts thereof, at no cost to the Purchaser.

27.6 If having been notified, the Supplier fails to remedy the defect within the period specified in the **SCC**, the Purchaser may proceed to take within a reasonable period such remedial action as may be necessary, at the Supplier's risk and expense and without prejudice to any other rights which the Purchaser may have against the Supplier under the Contract.

**Patent Indemnity**

28.1 The Supplier shall, subject to the Purchaser's compliance with GCC Sub-Clause 28.2, indemnify and hold harmless the Purchaser and its employees and officers from and against any and all suits, actions or administrative proceedings, claims, demands, losses, damages, costs, and expenses of any nature, including attorney's fees and expenses, which the Purchaser may suffer as a result of any infringement or alleged infringement of any patent, utility model, registered design, trademark, copyright, or other intellectual property right registered or otherwise existing at the date of the Contract by reason of:

- (a) the installation of the Goods by the Supplier or the use of the Goods in the country where the Site is located; and
- (b) the sale in any country of the products produced by the Goods.

Such indemnity shall not cover any use of the Goods or any part thereof other than for the purpose indicated by or to be reasonably inferred from the Contract, neither any infringement resulting from the use of the Goods or any part thereof, or any products produced thereby in association or combination with any other equipment, plant, or materials not supplied by the Supplier, pursuant to the Contract.

28.2 If any proceedings are brought or any claim is made against the Purchaser arising out of the matters referred to in GCC Sub-Clause 29.1, the Purchaser shall promptly give the Supplier a notice thereof, and the Supplier may at its own expense and in the Purchaser's name conduct such proceedings or claim and any negotiations for the settlement of any such proceedings or claim.

28.3 If the Supplier fails to notify the Purchaser within twenty-eight (28) days after receipt of such notice that it intends to conduct any such proceedings or claim, then the Purchaser shall be free to conduct the same on its own behalf.

28.4 The Purchaser shall, at the Supplier's request, afford all available assistance to the Supplier in conducting such proceedings or claim, and shall be reimbursed by the Supplier for all reasonable expenses incurred in so doing.

28.5 The Purchaser shall indemnify and hold harmless the Supplier and its employees, officers, and Subcontractors from and against any and all suits, actions or administrative proceedings, claims, demands, losses, damages, costs, and expenses of any

nature, including attorney's fees and expenses, which the Supplier may suffer as a result of any infringement or alleged infringement of any patent, utility model, registered design, trademark, copyright, or other intellectual property right registered or otherwise existing at the date of the Contract arising out of or in connection with any design, data, drawing, specification, or other documents or materials provided or designed by or on behalf of the Purchaser.

**Limitation of Liability**

- 29.1 Except in cases of criminal negligence or willful misconduct,
- (a) the Supplier shall not be liable to the Purchaser, whether in contract, tort, or otherwise, for any indirect or consequential loss or damage, loss of use, loss of production, or loss of profits or interest costs, provided that this exclusion shall not apply to any obligation of the Supplier to pay liquidated damages to the Purchaser and
  - (b) the aggregate liability of the Supplier to the Purchaser, whether under the Contract, in tort or otherwise, shall not exceed the total Contract Price, provided that this limitation shall not apply to the cost of repairing or replacing defective equipment, or to any obligation of the supplier to indemnify the purchaser with respect to patent infringement

**Change in Laws and Regulations**

30.1 Unless otherwise specified in the Contract, if after the date of 28 days prior to date of Bid submission, any law, regulation, ordinance, order or bylaw having the force of law is enacted, promulgated, abrogated, or changed in the place of the Purchaser's country where the Site is located (which shall be deemed to include any change in interpretation or application by the competent authorities) that subsequently affects the Delivery Date and/or the Contract Price, then such Delivery Date and/or Contract Price shall be correspondingly increased or decreased, to the extent that the Supplier has thereby been affected in the performance of any of its obligations under the Contract. Notwithstanding the foregoing, such additional or reduced cost shall not be separately paid or credited if the same has already been accounted for in the price adjustment provisions where applicable, in accordance with GCC Clause 14.

**Force Majeure**

31.1 The Supplier shall not be liable for forfeiture of its Performance Security, liquidated damages, or termination for default if and to the extent that its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.

31.2 For purposes of this Clause, “Force Majeure” means an event or situation beyond the control of the Supplier that is not foreseeable, is unavoidable, and its origin is not due to negligence or lack of care on the part of the Supplier. Such events may include, but not be limited to, acts of the Purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes.

31.3 If a Force Majeure situation arises, the Supplier shall promptly notify the Purchaser in writing of such condition and the cause thereof. Unless otherwise directed by the Purchaser in writing, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

**Change Orders and  
Contract  
Amendments**

32.1 The Purchaser may at any time order the Supplier through notice in accordance GCC Clause 8, to make changes within the general scope of the Contract in any one or more of the following:

- (a) drawings, designs, or specifications, where Goods to be furnished under the Contract are to be specifically manufactured for the Purchaser;
- (b) the method of shipment or packing;
- (c) the place of delivery; and
- (d) the Related Services to be provided by the Supplier.

32.2 If any such change causes an increase or decrease in the cost of, or the time required for, the Supplier’s performance of any provisions under the Contract, an equitable adjustment shall be made in the Contract Price or in the Delivery/Completion Schedule, or both, and the Contract shall accordingly be amended. Any claims by the Supplier for adjustment under this Clause must be asserted within twenty-eight (28) days from the date of the Supplier’s receipt of the Purchaser’s change order.

32.3 Prices to be charged by the Supplier for any Related Services that might be needed but which were not included in the Contract shall be agreed upon in advance by the parties and shall not exceed the prevailing rates charged to other parties by the Supplier for similar services.

32.4 Subject to the above, no variation in or modification of the

terms of the Contract shall be made except by written amendment signed by the parties.

**Extensions of Time**

33.1 If at any time during performance of the Contract, the Supplier or its subcontractors should encounter conditions impeding timely delivery of the Goods or completion of Related Services pursuant to GCC Clause 13, the Supplier shall promptly notify the Purchaser in writing of the delay, its likely duration, and its cause. As soon as practicable after receipt of the Supplier's notice, the Purchaser shall evaluate the situation and may at its discretion extend the Supplier's time for performance, in which case the extension shall be ratified by the parties by amendment of the Contract.

33.2 Except in case of Force Majeure, as provided under GCC Clause 32, a delay by the Supplier in the performance of its Delivery and Completion obligations shall render the Supplier liable to the imposition of liquidated damages pursuant to GCC Clause 26, unless an extension of time is agreed upon, pursuant to GCC Sub-Clause 34.1.

**Termination****34.1 Termination for Default**

- (a) The Purchaser, without prejudice to any other remedy for breach of Contract, by written notice of default sent to the Supplier, may terminate the Contract in whole or in part:
  - (i) if the Supplier fails to deliver any or all of the Goods within the period specified in the Contract, or within any extension thereof granted by the Purchaser pursuant to GCC Clause 33;
  - (ii) if the Supplier fails to perform any other obligation under the Contract; or
  - (iii) if the Supplier, in the judgment of the Purchaser has engaged in fraud and corruption, as defined in GCC Clause 3, in competing for or in executing the Contract.
- (b) In the event the Purchaser terminates the Contract in whole or in part, pursuant to GCC Clause 34.1(a), the Purchaser may procure, upon such terms and in such manner as it deems appropriate, Goods or Related Services similar to those undelivered or not performed, and the Supplier shall be liable to the Purchaser for any additional costs for such similar Goods or Related Services. However, the Supplier

shall continue performance of the Contract to the extent not terminated.

#### 34.2 Termination for Insolvency.

- (a) The Purchaser may at any time terminate the Contract by giving notice to the Supplier if the Supplier becomes bankrupt or otherwise insolvent. In such event, termination will be without compensation to the Supplier, provided that such termination will not prejudice or affect any right of action or remedy that has accrued or will accrue thereafter to the Purchaser

#### 34.3 Termination for Convenience.

- (a) The Purchaser, by notice sent to the Supplier, may terminate the Contract, in whole or in part, at any time for its convenience. The notice of termination shall specify that termination is for the Purchaser's convenience, the extent to which performance of the Supplier under the Contract is terminated, and the date upon which such termination becomes effective.
- (b) The Goods that are complete and ready for shipment within twenty-eight (28) days after the Supplier's receipt of notice of termination shall be accepted by the Purchaser at the Contract terms and prices. For the remaining Goods, the Purchaser may elect:
  - (i) to have any portion completed and delivered at the Contract terms and prices; and/or
  - (ii) to cancel the remainder and pay to the Supplier an agreed amount for partially completed Goods and Related Services and for materials and parts previously procured by the Supplier.

#### **Assignment**

35.1 Neither the Purchaser nor the Supplier shall assign, in whole or in part, their obligations under this Contract, except with prior written consent of the other party.

#### **Miscellaneous to the Supplier**

36.1 apart from the above clauses, other requirements that the bidder shall also take its obligation to refer to Section VIII Particular Conditions of Contract

## Section VIII. Special Conditions of Contract

The following Special Conditions of Contract (SCC) shall supplement and / or amend the General Conditions of Contract (GCC). Whenever there is a conflict, the provisions herein shall prevail over those in the GCC.

<b>GCC 1.1(j)</b>	The Purchaser's country is: <b><i>China</i></b>
<b>GCC 1.1(k)</b>	The Purchaser is: <b><i>Heilongjiang Weisheng Building Energy Conservation Engineering Co., Ltd.</i></b>
<b>GCC 1.1 (q)</b>	The Project Site(s)/Final Destination(s) is/are: <b><i>Xiangfang District, Daowai District, Pingfang District of City Harbin, Heilongjiang Province</i></b>
<b>GCC 5.1</b>	The language shall be: <b><i>English</i></b>
<b>GCC 8.1</b>	<p>For <b><u>notices</u></b>, the Purchaser's address shall be:</p> <p>Attention: <b><i>Heilongjiang Weisheng Building Energy Conservation Engineering Co., Ltd</i></b></p> <p>Address: <b><i>No.1930 Chuangxin Road, Songbei District</i></b></p> <p>City: <b><i>Harbin, Heilongjiang Province</i></b></p> <p>Country: <b><i>China</i></b></p> <p>Tel: <b><i>+86 45188109574</i></b></p> <p>Fax: <b><i>+86 45188109574</i></b></p>
<b>GCC 9.1</b>	The governing law shall be the law of: <b><i>People's Republic of China</i></b>
<b>GCC 10.2</b>	<p>The rules of procedure for arbitration proceedings pursuant to GCC Clause 10.2 shall be as follows:</p> <p><b><i>(a) Contract with foreign Supplier:</i></b></p> <p><i>Follow the International commercial arbitration procedure issued by the China International Economic and Trade Arbitration Commission, the arbitration will be conducted in Harbin.</i></p> <p><b><i>(b) Contracts with domestic supplier:</i></b></p> <p><i>In the case of a dispute between the Purchaser and a domestic Supplier, and the dispute cannot be settled through negotiation, the two sides shall not be referred to adjudication through arbitration, the</i></p>

	<b><i>plaintiff side shall sued at the local people's court.</i></b>
<b>GCC 12.1</b>	<p>Details of Shipping and other Documents to be furnished by the Supplier are <i>bill of lading, insurance certificate, Manufacturer's or Supplier's warranty certificate, inspection certificate issued by nominated inspection agency, Supplier's factory shipping detailsetc.</i></p> <p>The above documents shall be received by the Purchaser before arrival of the Goods and, if not received, the Supplier will be responsible for any consequent expenses.</p>
<b>GCC 15.1</b>	<p><b><i>Sample provision</i></b></p> <p>GCC 15.1—The method and conditions of payment to be made to the Supplier under this Contract shall be as follows:</p> <p><b>Payment for Goods supplied from abroad:</b></p> <p>Payment of foreign currency portion shall be made <i>incurrency of the Contract</i> in the following manner:</p> <ul style="list-style-type: none"> <li>(i) <b>Advance Payment: <i>Ten (10) percent</i></b> of the Contract Price shall be paid within thirty (30) days of signing of the Contract, and upon submission of claim and a bank guarantee for equivalent amount valid until the Goods are delivered and in the form provided in the bidding documents or another form acceptable to the Purchaser.</li> <li>(ii) <b>On Shipment: <i>Eighty (80) percent</i></b> of the Contract Price of the Goods shipped shall be paid through irrevocable confirmed letter of credit opened in favor of the Supplier in a bank in its country, upon submission of documents specified in GCC Clause 12.</li> <li>(iii) <b>On Acceptance: <i>Ten (10) percent</i></b> of the Contract Price of Goods received shall be paid within thirty (30) days of receipt of the Goods upon submission of claim supported by the acceptance certificate issued by the Purchaser. The issuance of the acceptance certificate refers to "<i>Clause 5 Inspection and Acceptance</i>", specified in Section VI Schedule of Requirements.</li> </ul> <p>Payment of local currency portion shall be made in <b>bidding currency specified in Section II BDS ITB 34.1</b></p> <p>Within thirty (30) days of presentation of claim supported by a certificate from the Purchaser declaring that the Goods have been delivered and that all other contracted Services have been performed.</p>

	<p><b>Payment for Goods and Services supplied from within the Purchaser's country:</b></p> <p>Payment for Goods and Services supplied from within the Purchaser's country shall be made in <b>bidding currency specified in Section II BDS ITB 34.1</b>, as follows:</p> <p>(i) <b>Advance Payment: <i>Ten (10) percent</i></b> of the Contract Price shall be paid within thirty (30) days of signing of the Contract against a simple receipt and a bank guarantee for the equivalent amount and in the form provided in Section IX Contract Forms of the bidding documents.</p> <p>(ii) <b>On Delivery Payment: <i>Eighty five (85) percent</i></b> of the contractual price for the items delivered within one calendar month shall be paid on the last day of this month against the acceptance certificate issued to these items.</p> <p><i>Remarks: This payment method will be repeated till ninety five (95) percent of the Contract Price is reached.</i></p> <p>(iii) <b>Last Payment: <i>The remaining five (5) percent</i></b> of the Contract Price shall be paid to the Supplier within thirty (30) days upon the warranty period ends and any defect occurred within the warranty period is eliminated.</p>
<b>GCC 15.5</b>	<p>The payment-delay period after which the Purchaser shall pay interest to the supplier shall be <b><i>actual delayed</i></b> days.</p> <p>The interest rate that shall be applied is <i>the standard loan base rate issued by the government</i></p>
<b>GCC 17.1</b>	<p>A Performance Security <b><i>shall be required</i></b></p> <p><i>Performance Security shall be: 5% of the contract price</i></p>
<b>GCC 17.3</b>	<p>the Performance Security shall be in the form of : <b><i>a Performance Bond</i></b></p> <p>the Performance security shall be denominated in <b><i>the currencies of payment of the Contract</i></b></p>
<b>GCC 22.2</b>	<p>The packing, marking and documentation within and outside the packages shall be: <i>refer to the <b>Section VI Schedule of Requirements</b></i></p>
<b>GCC 23.1</b>	<p>The insurance coverage shall be as specified in the Incoterms.</p>
<b>GCC 24.1</b>	<p>Responsibility for transportation of the Goods shall be as specified in the Incoterms.</p>

<b>GCC 25.1</b>	The inspections and tests shall be: <b><i>3.5.2 in Section VI Schedule of Requirements</i></b>
<b>GCC 25.2</b>	<p>The Inspections and tests shall be conducted at:</p> <p><b><i>Visual Inspection will be conducted in the variety of project sites (Xiangfang District, Daowai District, Pingfang District, Harbin, Heilongjiang, China);</i></b></p> <p><b><i>The secondary re-check will be carried out by the third testing institution/organisation.</i></b></p>
<b>GCC 26.1</b>	<p>The liquidated damage shall be: <b><i>0.25% per week</i></b></p> <p><b><i>When the damage exceeds 0.25% per week, the supplier shall compensate the actual loss.</i></b></p>
<b>GCC 26.1</b>	The maximum amount of liquidated damages shall be: <b><i>5% of the contract value.</i></b>
<b>GCC 27.3</b>	<p>The period of validity of the Warranty shall be: <b><i>730 days.</i></b></p> <p>For purposes of the Warranty, the place(s) of final destination(s) shall be: <b><i>Variety of project sites (Xiangfang District, Daowai District, Pingfang District, Harbin, Heilongjiang, China)</i></b></p>
<b>GCC 27.5</b>	The period for repair or replacement shall be: <b><i>one (1) day.</i></b>

**GCC 36**

*1. The Supplier shall replace the windows according to the following requirements, otherwise no payment will be made by the Purchaser to the Supplier.*

- (1) Replace the non-plastic existing windows that don't meet the energy conservation requirements with energy-saving windows, with single-frame double-glass plastic energy-saving windows for balconies and staircases and single-frame triple-glass plastic energy-saving windows for exterior windows.*
- (2) The door window between the bedroom and balcony may not be replaced when replacing the balcony windows. This provision does not apply to households with non-enclosed balconies.*

*Balcony windows enclosed by residents themselves and insulating balconies installed by residents themselves are outside the scope of replacement.*

*2. The Supplier shall establish and implement proper HSE policy and coordinate with local households and other construction contractors. The Supplier shall pay the Purchaser liquidated damages if it commits any of the following actions:*

- (1) Any industrial accidents including casualties or fire occur due to improper or insufficient safety measures, in which case the amount of liquidated damages payable shall be the value of direct loss resulting from such accidents.*
- (2) Failure to remove the building debris in time, for which 100.00 Yuan shall be paid per day of delay and per occasion ;*
- (3) Failure to conduct job handover with the external wall builder prior to commencement of construction activities and to repair promptly any damage to finished external walls due to improper protective measures, in which case the amount of liquidated damages shall be the costs incurred to repair such damage.*
- (4) Any member of working personnel works onsite without bearing employee badge (photo badge, indicating the name and employer's name) or wearing shoe covers, in which case 50 Yuan RMB liquidated damages shall be paid for each occasion of incompliance.*
- (5) Failure to erect new windows within one day of removal of the existing windows, in which case 200 Yuan RMB liquidated damages shall be paid for each day of delay and for each window.*
- (6) Failure to clean the protective film on windows after erection of windows in place, in which case 50 Yuan RMB liquidated damages shall be paid for each day of delay and for each window.*
- (7) Failure to promptly repair any damage to the existing facilities of residents due to improper construction activities or any resident complaint resulting from improper treatment, in which case the Supplier shall immediately act and compensate the affected residents for actual losses to the satisfaction of affected residents. In addition to compensation, the Supplier shall pay liquidated damages in the amount*

*If two complaints occur due to the same failure, the Supplier shall pay liquidated damages in an amount of two times the amount of compensation in addition to compensation for actual losses. More than two complaints shall be dealt with by that analogy.*

*(8) If the deliverables don't meet the quality requirements, the Supplier shall immediately make corrections at its sole costs. If the quality requirements cannot be met after two attempts to make correction for the same quality defect, the Supplier shall pay liquidate damages in an amount of two times the resulting costs of correction in addition to paying such resulting costs. More than two quality defects shall be dealt with by that analogy.*

*(9) If the Supplier fails to make correction on site within 24 hours of receipt of any complaint about quality defect during the warranty period, the Purchaser has the right to have another service provider make such correction, at the sole costs of the Supplier, in which case the Supplier shall pay the Purchaser liquidated damages in an amount of the costs of repair.*

*(10) If any dispute occurs between the Supplier and residents or other construction Suppliers due to the fault of the Supplier, the Purchaser will determine the amount of liquidated damages at its sole discretion in light of physical circumstances..*

### *3. Warranty period*

*The warranty period shall commence from the date of successful acceptance, being 2 years for air leakage or rain leakage from glass windows, 2 years for deformed windows, broken profiles or failed hardware, and 2 year for spontaneous cracking of the glass. Repair and maintenance will be provided free of charge during warranty period.*

### *4. Other covenants*

*(1) Supplier shall designate an onsite representative and provide the contact details about such representative.*

*(2) A sample double-glass window frame, a sample triple-glass window frame, a sample EPDM sealing tape, a sample neutral silicone weatherproof sealant, a sample one-component polyurethane foam and hardware shall be archived at the time of bidding.*

*(3) Supplier shall provide Purchaser with true, valid and complete paperwork (with site record dates ) upon completion of the project.*

*(4) The Supplier may not subcontract this project in any manner, otherwise Purchaser has the right to terminate this contract and The Supplier shall compensate Purchaser for any and all losses so incurred.*



## Section IX. Contract Forms

### Table of Forms

1. Contract Agreement .....	102
2. Performance Security.....	104
3. Bank Guarantee for Advance Payment.....	106

# 1. Contract Agreement

*[The successful Bidder shall fill in this form in accordance with the instructions indicated]*

THIS CONTRACT AGREEMENT is made

the *[insert: **number**]* day of *[insert: **month**]*, *[insert: **year**]*.

BETWEEN

- (1) *[insert complete name of Purchaser]*, a *[insert description of type of legal entity, for example, an agency of the Ministry of .... of the Government of {insert name of Country of Purchaser}, or corporation incorporated under the laws of {insert name of Country of Purchaser}]* and having its principal place of business at *[insert address of Purchaser]* (hereinafter called "the Purchaser"), and
- (2) *[insert name of Supplier]*, a corporation incorporated under the laws of *[insert: country of Supplier]* and having its principal place of business at *[insert: address of Supplier]* (hereinafter called "the Supplier").

WHEREAS the Purchaser invited bids for certain Goods and ancillary services, viz., *[insert brief description of Goods and Services]* and has accepted a Bid by the Supplier for the supply of those Goods and Services in the sum of *[insert Contract Price in words and figures, expressed in the Contract currency(ies)]* (hereinafter called "the Contract Price").

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. The following documents shall constitute the Contract between the Purchaser and the Supplier, and each shall be read and construed as an integral part of the Contract:
  - (a) This Contract Agreement
  - (b) Special Conditions of Contract
  - (c) General Conditions of Contract
  - (d) Technical Requirements (including Schedule of Requirements and Technical Specifications)
  - (e) The Supplier's Bid and original Price Schedules
  - (f) The Purchaser's Notification of Award

(g) [Add here *any other document(s)*]

3. This Contract shall prevail over all other Contract documents. In the event of any discrepancy or inconsistency within the Contract documents, then the documents shall prevail in the order listed above.
4. In consideration of the payments to be made by the Purchaser to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Purchaser to provide the Goods and Services and to remedy defects therein in conformity in all respects with the provisions of the Contract.
5. The Purchaser hereby covenants to pay the Supplier in consideration of the provision of the Goods and Services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with the laws of *[insert the name of the Contract governing law country]* on the day, month and year indicated above.

For and on behalf of the Purchaser

Signed: *[insert signature]*  
in the capacity of *[ insert title or other appropriate designation ]*  
in the presence of *[insert identification of official witness]*

For and on behalf of the Supplier

Signed: *[insert signature of authorized representative(s) of the Supplier]*  
in the capacity of *[ insert title or other appropriate designation ]*  
in the presence of *[ insert identification of official witness]*

## 2. Performance Security

*[The bank, as requested by the successful Bidder, shall fill in this form in accordance with the instructions indicated]*

Date: *[insert date (as day, month, and year) of Bid Submission]*  
ICB No. and title: *[insert no. and title of bidding process]*

Bank's Branch or Office: *[insert complete name of Guarantor]*

**Beneficiary:** *[insert complete name of Purchaser]*

**PERFORMANCE GUARANTEE No.:** *[insert Performance Guarantee number]*

We have been informed that *[insert complete name of Supplier]* (hereinafter called "the Supplier") has entered into Contract No. *[insert number]* dated *[insert day and month]*, *[insert year]* with you, for the supply of *[description of Goods and related Services]* (hereinafter called "the Contract").

Furthermore, we understand that, according to the conditions of the Contract, a Performance Guarantee is required.

At the request of the Supplier, we hereby irrevocably undertake to pay you any sum(s) not exceeding *[insert amount(s)<sup>12</sup> in figures and words]* upon receipt by us of your first demand in writing declaring the Supplier to be in default under the Contract, without cavil or argument, or your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This Guarantee shall expire no later than the *[insert number]* day of *[insert month]**[insert year]*,<sup>13</sup> and any demand for payment under it must be received by us at this office on or before that date.

<sup>12</sup> The Bank shall insert the amount(s) specified in the SCC and denominated, as specified in the SCC, either in the currency(ies) of the Contract or a freely convertible currency acceptable to the Purchaser.

<sup>13</sup> Dates established in accordance with Clause 18.4 of the General Conditions of Contract ("GCC"), taking into account any warranty obligations of the Supplier under Clause 16.2 of the GCC intended to be secured by a partial Performance Guarantee. The Purchaser should note that in the event of an extension of the time to perform the Contract, the Purchaser would need to request an extension of this Guarantee from the Bank. Such request must be in writing and must be made prior to the expiration date established in the Guarantee. In preparing this Guarantee, the Purchaser might consider adding the following text to the Form, at the end of the penultimate paragraph: "We agree to a one-time extension of this Guarantee for a period not to exceed [six months] [one year], in response to the Purchaser's written request for such extension, such request to be presented to us before the expiry of the Guarantee."

This guarantee is subject to the Uniform Rules for Demand Guarantees, ICC Publication No. 458, except that subparagraph (ii) of Sub-article 20(a) is hereby excluded.

*[signatures of authorized representatives of the bank and the Supplier]*

### 3. Bank Guarantee for Advance Payment

*[The bank, as requested by the successful Bidder, shall fill in this form in accordance with the instructions indicated.]*

Date: *[insert date (as day, month, and year) of Bid Submission]*

ICB No. and title: *[insert number and title of bidding process]*

*[bank's letterhead]*

**Beneficiary:** *[insert legal name and address of Purchaser]*

**ADVANCE PAYMENT GUARANTEE No.:***[insert Advance Payment Guarantee no.]*

We, *[insert legal name and address of bank]*, have been informed that *[insert complete name and address of Supplier]* (hereinafter called "the Supplier") has entered into Contract No. *[insert number]* dated *[insert date of Agreement]* with you, for the supply of *[insert types of Goods to be delivered]* (hereinafter called "the Contract").

Furthermore, we understand that, according to the conditions of the Contract, an advance is to be made against an advance payment guarantee.

At the request of the Supplier, we hereby irrevocably undertake to pay you any sum or sums not exceeding in total an amount of *[insert amount(s)]*<sup>14</sup> *in figures and words* upon receipt by us of your first demand in writing declaring that the Supplier is in breach of its obligation under the Contract because the Supplier used the advance payment for purposes other than toward delivery of the Goods.

It is a condition for any claim and payment under this Guarantee to be made that the advance payment referred to above must have been received by the Supplier on its account *[insert number and domicile of the account]*

This Guarantee shall remain valid and in full effect from the date of the advance payment received by the Supplier under the Contract until *[insert date]*<sup>15</sup>.

<sup>14</sup> The bank shall insert the amount(s) specified in the SCC and denominated, as specified in the SCC, either in the currency(ies) of the Contract or a freely convertible currency acceptable to the Purchaser.

<sup>15</sup> Insert the Delivery date stipulated in the Contract Delivery Schedule. The Purchaser should note that in the event of an extension of the time to perform the Contract, the Purchaser would need to request an extension of this Guarantee from the bank. Such request must be in writing and must be made prior to the expiration date established in the Guarantee. In preparing this Guarantee, the Purchaser might consider adding the following text to the Form, at the end of the penultimate paragraph: "We agree to a one-time extension of this Guarantee for a period not to exceed [six months][one year], in response to the Purchaser's written request for such extension, such request to be presented to us before the expiry of the Guarantee."

This Guarantee is subject to the Uniform Rules for Demand Guarantees, ICC Publication No. 458.

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*[signature(s) of authorized representative(s) of the bank]*

# Invitation for Bids (IFB)

## THE PROCUREMENT NOTICE IN THE OFFICIAL JOURNAL OF THE EUROPEAN UNION WORLDWIDE PROCUREMENT MARKET CHINA PROCUREMENT AND TENDER FOR INTERNATIONAL INVITATION FOR BIDDERS

**Bid No.:** 0703-1450CIC2Y053

**Name of Project:** Energy Saving Renovation for Existing Buildings in Harbin

**Scope of bid:** Energy-saving windows, for more details referring to Section V Technical Specifications

**Name of Purchaser:** Heilongjiang Weisheng Building Energy Conservation Engineering Co., Ltd

**Heilongjiang Weisheng Building Energy Conservation Engineering Co., Ltd** (hereinafter referred to as “the Borrower”) has received (or applied for) a loan from the European Investment Bank – EIB (hereinafter referred to as “the Bank”) – towards the cost of supply for **Energy Saving Renovation for Existing Buildings in Harbin**. This International Invitation for Bidder relates to the contract for **Energy-saving windows**.

**This contract will include:** Energy-saving windows;

**This contract is expected to be implemented** from September, 2015 to December, 2016

**The criteria to be used in the bids evaluation are:** The lowest evaluated price method;

**All firms, from Eligible Sources Countries as defined in the Procurement Guidelines of European Investment Bank and also qualified for the following requirements, will be invited to participate in the tender:**

- (i) the bidder (i.e. Manufacturer) shall have the independent legal entity (and the foreign firms shall have the same corresponding qualification);*

- (ii) with the good reputation and capable of performance, with no bad business records and legal violations;*
- (iii) provide the supporting documents of valid business license, organization code certificate, tax registration certificate, bank account permits, to reference its legal status (foreign manufacturers shall provide the corresponding legal documents);*
- (iv) have the qualification (above level 2) of contracting doors and windows projects;*
- (v) No financing deficit in the last 3 years (proved by the audit report);*
- (vi) provide the corresponding reference of the similar project performances completed in the past three years (notice of acceptance or the supply invoices are needed as reference)*
- (vii) have the safety work license,.*
- (viii) shall provide the system type test report issued by a qualified testing organizations;*
- (ix) the domestic bidder shall furnish the certificate of goods (if applicable) issued by the Leading Group Office of Building Energy Efficiency for Wall Material Innovation in Harbin. The foreign bidder shall complete the formalities to obtain certificate if the bidder win the bid*
- (x) has a perfect service system, to provide fast and good service*
- (xi) the consortium is accepted in this bid, each members of the consortium should meet the above criteria of the qualification.*

**Interested eligible Bidders may obtain further information from, and inspect the Bidding Documents at:**

**Place:** Heilongjiang Weisheng Building Energy Conservation Engineering Co., Ltd

**Address:** No.1930 Chuangxin Road, Songbei District, Harbin, Heilongjiang Province

**Time:** 9:00 am to 11:00 am, 2:00pm to 4:00 pm (Beijing Time), until September, 22, 2015

**Tel: +86 45188109574 or +86 1063348922 (Tender Agent)**

**Fax: +86 45188109574 or +86 1063343647 (Tender Agent)**

A complete set of Bidding Documents may be purchased on the submission of an application to the above address, and upon payment of a non-refundable fee of **GBP 100.00** to **Bank of Communications, Harbin Dongli Sub-branch, Account No. 2310007 3601801 0075702** bearing the name of the project.

On request, against a faxed copy of the evidence of the remittance, the Bidding Documents may be sent by courier service if the transport is previously ordered by the Bidder in his country. The Borrower bears no responsibility for the delivery in such a case.

A Bid Security of **RMB 200 thousand (in word: TWO HUNDRED THOUSAND YUAN)** fulfilling the conditions indicated in the Bidding Documents must accompany all bids.

All bids must be delivered in closed envelopes bearing the mention “Bid for ***Energy-saving windows under Energy Saving Renovation for Existing Buildings in Harbin*** not later than AM 10:00, *September 23, 2015* at the following address:

No.1930 Chuangxin Road, Songbei District, Harbin, Heilongjiang Province

Bids will be opened immediately in the presence of Bidders’ representatives who choose to attend.

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