

# **SECTION-4**

**FORM OF TENDER, LETTER OF ACCEPTANCE,  
AND AGREEMENT FORM ETC.,**

**FORM OF TENDER, LETTER OF ACCEPTANCE, NOTICE TO PROCEED WITH THE WORK AND AGREEMENT FORM ETC.,**

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**LETTER OF ACCEPTANCE**(Letter head paper of the Employer)

\_\_\_\_\_ [date]

To: \_\_\_\_\_ [name and address of the Contractor]

Dear Sirs,

This is to notify you that your Tender dated \_\_\_\_\_ dated \_\_\_\_\_ for the contract price of Rupees \_\_\_\_\_ [amount in words and figures], as corrected and modified in accordance with the Instructions to Tenderers is hereby accepted by our Agency.

You are hereby requested to furnish Performance Security plus additional security for unbalanced tenders in accordance with of Clause 25.5 of ITT, in the form detailed in Clause 29.1 of ITT and clause 43 of the conditions of contract for an amount of ₹. \_\_\_\_\_ /- (As defined in contract data) within 20 days of the receipt of this letter of acceptance valid up to 60 days from the date of expected end of completion period i.e. up to ..... and sign the contract.

You are hereby instructed to proceed with the execution of the said works in accordance with the contract documents. From date of issuance of this letter.

Yours faithfully,

Authorized Signature

Name and Title of Signatory

Name of Agency.

DELETED

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## AGREEMENT FORM

### Agreement

This agreement, made the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_,  
between \_\_\_\_\_

\_\_\_\_\_(Name and Address  
of Employer) (herein after called "the Employer") of the one part and

\_\_\_\_\_[name and address of contractor] (herein after called "the Contractor") of the other  
part \_\_\_\_\_

\_\_\_\_\_ herein after called "The  
Works") and the Employer has accepted the Tender by the Contractor for the execution and completion  
of such Works and the remedying of any defects therein at a contract price of Rupees.....

NOW THIS AGREEMENT WITNESSETH as follows:

1. In this Agreement, words and expression shall have the same meanings as are respectively assigned to them in the Conditions of Contract hereinafter referred to, and they shall be deemed to form and be read and construed as part of this Agreement.
2. In consideration of the payments to be made by the Employer to the Contractor as hereinafter mentioned, the Contractor hereby covenants with the Employer to execute and complete the Works and remedy any defects therein in conformity in all aspects with the provisions of the Contract.
3. The Employer hereby covenants to pay the Contractor in consideration of the execution and completion of the Works and the remedying the defects wherein 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.
4. The following documents shall be deemed to form and be read and construed as part of this Agreement, The documents forming the Contract shall be interpreted in the following order of priority:
  - i. This Contract Agreement and the Appendices hereto.
  - ii. Letter of Acceptance
  - iii. Letter of Bid and the Price Schedule submitted by the Contractor.
  - iv. Addendums, Corrigendum and Pre-bid clarifications to the Tender
  - v. Contract Data, Special provisions (if any)
  - vi. Particular Conditions of Contract (PCC)
  - vii. General Conditions of Contract (GCC) / Conditions of Contract (CC)
  - viii. Employers Requirements including scope of works, the Schedules.
  - ix. Technical specification, Safety, Health & Environment Manual
  - x. Design and Drawings
  - xi. Any other documents pertaining to tender, issued by the Employer
  - xii. Contractor's Technical Proposal
  - xiii. Any other documents pertaining to tender, submitted by the contractor

If an ambiguity or discrepancy is found in the documents, the Engineer will bring the same to the notice of the Employer and the Employer will issue necessary clarification or instruction, as per the need.

In witness whereof the parties thereto have caused this Agreement to be executed the day and year first before written.

The Common Seal of \_\_\_\_\_  
was hereunto affixed in the presence of:  
Signed, Sealed and Delivered by the said \_\_\_\_\_

\_\_\_\_\_ in the presence of:  
Binding Signature of Employer \_\_\_\_\_  
Binding Signature of Contractor \_\_\_\_\_

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