# 5. Price Schedule Form

**A. Introduction**

1. The Price Schedule shall be read in conjunction with the Instructions to Bidders, General and Special Conditions of Contract, Technical Specification, and Drawings.
2. The quantities given in the Price Schedule are estimated and provisional, and are given to provide a common basis for bidding. The basis of payment will be the actual quantities of work ordered and carried out, as measured by the Contractor and verified by the Engineer and valued at the rates and prices bid in the priced Price Schedule, where applicable, and otherwise at such rates and prices as the Engineer may fix within the terms of the Contract.
3. The rates and prices bid in the priced Price Schedule shall, except insofar as it is otherwise provided under the Contract, include all Constructional Plant, labor, supervision, materials, erection, maintenance, insurance, profit, taxes, and duties, together with all general risks, liabilities, and obligations set out or implied in the Contract.
4. A rate or price shall be entered against each item in the priced Price Schedule, whether quantities are stated or not. The cost of Items against which the Contractor has failed to enter a rate or price shall be deemed to be covered by other rates and prices entered in the Price Schedule.
5. The whole cost of complying with the provisions of the Contract shall be included in the items provided in the priced Price Schedule, and where no items are provided, the cost shall be deemed to be distributed among the rates and prices entered for the related Items of Renovation Works.
6. General directions and descriptions of work and materials are not necessarily repeated nor summarized in the Price Schedule. References to the relevant sections of the contract documentation shall be made before entering prices against each item in the priced Price Schedule.
7. The method of measurement of completed work for payment shall be as follows;

* Linear measurements: Using tape measure and where applicable, optical survey instruments, both approved by Engineer
* Volumes: Computations based on measurements obtained using tape measure and where applicable, optical survey instruments.

1. Errors will be corrected by the UNFPA for any arithmetic errors in computation or summation as follows:
   * 1. where there is a discrepancy between amounts in figures and in words, the amount in words will govern; and
2. where there is a discrepancy between the unit rate and the total amount derived from the multiplication of the unit price and the quantity, the unit rate as quoted will govern, unless in the opinion of the UNFPA, there is an obviously gross misplacement of the decimal point in the unit price, in which event the total amount as quoted will govern and the unit rate will be corrected.

**B. Price Schedule Form / Bill of Quantity**

|  |  |  |
| --- | --- | --- |
| **No.** | **Description** | **Total Price\*** |
| I | Interior installation |  |
| II | ME, IT & AV Installation |  |
| III | Furniture Installation |  |
| IV | Project Management |  |
|  | Grand Total |  |

*\*Please provide the details according to format in file “Bill of Quantity.xls”*

|  |  |
| --- | --- |
| **BIDDER'S SIGNATURE AND CONFIRMATION OF THE ITB** | |
| PROVIDED THAT A PURCHASE ORDER IS ISSUED BY UNFPA **WITHIN THE REQUIRED BID VALIDITY PERIOD**, THE UNDERSIGNED HEREBY COMMITS, SUBJECT TO THE TERMS OF SUCH PURCHASE ORDER, TO FURNISH ANY OR ALL ITEMS AT THE PRICES OFFERED AND TO DELIVER SAME TO THE DESIGNATED POINT(S) WITHIN THE DELIVERY TIME STATED ABOVE. | |
| *Exact name and address of company*  COMPANY NAME  ADDRESS    PHONE NO. FAX NO.  EMAIL ADDRESS OF CONTACT PERSON  OTHER EMAIL ADDRESSES | **AUTHORIZED SIGNATURE** **DATE**    NAME OF AUTHORIZED SIGNATORY (TYPE OR PRINT)    FUNCTIONAL TITLE OF SIGNATORY  **WEB SITE** |

**C. Work Schedule**

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| TASK | WEEK | | | | | | | | | | | |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |  |  |
| 1. Mobilization |  |  |  |  |  |  |  |  |  |  |  |  |
| 2. Site preparation |  |  |  |  |  |  |  |  |  |  |  |  |
| 3. … |  |  |  |  |  |  |  |  |  |  |  |  |
| 4. … |  |  |  |  |  |  |  |  |  |  |  |  |
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*Important note:*

*UNFPA expects that the renovation works will be implemented by Phases as UNFPA doesn’t have other premises to move staff and assets from existing premises.*

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AUTHORIZED SIGNATURE DATE

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

NAME OF AUTHORIZED SIGNATORY (TYPE OR PRINT)

FUNCTIONAL TITLE OF SIGNATORY