

## GUIDELINES FOR COMPLETING SBD SIMPLE WORKS

### Introduction

This Standard Bidding Document (SBD) is to be used for the procurement of relatively small works with an estimated value between Leones 25 and 150 million under Restricted Bidding. It may be used for both admeasurement (unit prices or unit rates in a bill of quantities) and lump sum types of Contract. Lump sum contracts are used in particular for buildings and other forms of construction where the Works are well defined and are unlikely to change in quantity or specification, and where encountering difficult or unforeseen site conditions (for example, hidden foundation problems) is unlikely. The main text refers to admeasurement contracts. **Alternative clauses or texts are supplied for use with lump sum contracts.**

Care should be taken to check the relevance of the provisions of the standard document against the requirements of the specific Works to be procured. The following directions should be observed when using the bidding document:

- (a) Details to be provided by the Employer prior to release of the bidding documents are required in Section III, Statement of Requirements that deal with Specifications, Drawings, and Bill of Quantities, respectively. **Specific details** should be furnished in the spaces indicated by italic notes inside brackets. Those details not filled in by the Employer are the responsibility of the Bidder.
- (b) [ ] denotes an explanatory note to procurement staff where information is to be inserted when drafting the bidding document. These should be deleted from the final document prior to issue.
- (c) { } denotes notes which provide important guidance to bidders and should be retained in the issued bidding documents.