

December 18, 1992

TO: ALL HEADQUARTERS DIRECTORS: Professional Services,
Planning and Major Projects
ALL REGIONAL DIRECTORS
ALL REGIONAL MANAGERS: Professional Services
and Operations
ALL DISTRICTS HIGHWAYS MANAGERS
DIRECTOR, FINANCE AND ADMINISTRATION

SUBJECT: Tender Schedules - Additional Requirements

PURPOSE:

To provide policy on inclusion of additional tender schedules in Major Works Contracts.

BACKGROUND:

Inclusion of additional schedules to tenders, such as construction schedules or lists of subcontractors, has led to several recent tendering difficulties. To address this issue, the following policy is for implementation.

PROCEDURE:


Requirements for any additional tender schedules such as:

Construction Schedules
List of Subcontractors
List of Equipment

other than those normally found in a tender such as a "Schedule of Unit Prices and Approximate Quantities", shall not be included as a requirement of the tender unless approved in writing by the Regional Director or Headquarters Director responsible for the contract. This policy applies to all Minor and Major Works Contracts.

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