ISO 10845-2:2011-01 (E)

Construction procurement - Part 2: Formatting and compilation of procurement documentation

Contents

Page

Foreword iv

Introduction v

1 Scope 1

2 Terms and definitions 1

3 General requirements for procurement documents 5

4 Component documents 5
4.1 Division of component documents 5
4.2 Calls for expressions of interest 7
4.2.1 Notice and invitation to submit expressions of interest 7
4.2.2 Submission data 8
4.2.3 List of returnable documents 8
4.2.4 Returnable schedules 8
4.2.5 Indicative scope of work 8
4.3 Tender documents 9
4.3.1 Tender notice and invitation to tender 9
4.3.2 Tender data 9
4.3.3 List of returnable documents 10
4.3.4 Returnable schedules 10
4.4 Contract documents 11
4.4.1 Agreements and contract data 11
4.4.2 Pricing data 11
4.4.3 Scope of work 12
4.4.4 Site information 13

5 Compiling tender documents 14
5.1 General 14
5.2 Single-volume approach 14
5.3 Three-volume approach 15
5.4 Guiding principles in applying the format 15
5.5 Colour separation of component documents 15

Annex A (informative) Commentary 17

Annex B (informative) Example of a form of offer and acceptance 24

Annex C (informative) Items to be addressed in the scope of work 27

Annex D (informative) Standardized procurement documents 39

Bibliography 41