# ISO 10845-2:2020 (E)

## Construction procurement — Part 2: Formatting and compilation of procurement documentation

# Contents


Foreword

Introduction

1 Scope

2 Normative reference

3 Terms and definitions

4 General requirements for procurement documents

5 Component documents

- 5.1 Division of component documents
- 5.2 Calls for expressions of interest
- 5.2.1 Notice and invitation to submit expressions of interest
- 5.2.1.1 Minimum requirements
- 5.2.1.2 Considerations
- 5.2.2 Submission data
- 5.2.3 List of returnable documents
- 5.2.4 Returnable schedules
- 5.2.5 Indicative scope of work
- 5.3 Tender documents
- 5.3.1 Tender notice and invitation to tender
- 5.3.1.1 Minimum requirements
- 5.3.1.2 Considerations
- 5.3.2 Tender data
- 5.3.3 List of returnable documents
- 5.3.4 Returnable schedules
- 5.4 Contract documents
- 5.4.1 Agreements and contract data
- 5.4.1.1 Form of offer and acceptance
- 5.4.1.2 Contract data
- 5.4.2 Pricing data
- 5.4.3 Scope of work
- 5.4.4 Site information

6 Compiling tender documents

- 6.1 General
- 6.2 Applying the standard format
- 6.3 Guiding principles in applying the format

Annex A (informative) Commentary

- A.1 Commentary on component documents (Clause 5)
- A.1.1 Division of component documents (5.1)
- A.1.2 Calls for expressions of interest (5.2)
- A.1.3 Tender documents (5.3)
- A.1.4 Contract documents (5.4)
- A.2 Commentary on compiling tender documents (Clause 5)

Annex B (informative) Example of the form of offer and acceptance

- B.1 Offer
- B.2 Acceptance

**B.3 Schedule of deviations**

**Annex C (informative) Check list of items to be addressed in the scope of work**

**C.1 Construction contracts**
**C.2 Service contracts other than professional service contracts**
**C.3 Professional service contracts**
**C.4 Supply contracts**

**Annex D (informative) Standardized procurement documents**

**Page count: 41**