

SHORT PUBLIC WORKS CONTRACT
FOR
CIVIL ENGINEERING AND BUILDING WORKS DESIGNED BY THE
EMPLOYER

FORM OF TENDER

Date.....

To *[Name and address of Employer]*
For the attention of *[contact person identified in tender documents]*

[Name of Contract]

A Dhaoine Uaisle

We have examined and understand the attached Short Contract for Building and Civil Engineering Works and the documents listed in the attached Schedule. We offer to complete the Works on the terms of and in conformity with that contract for the lump sum of euro *(in words)* including VAT, as adjusted in accordance with the Contract.

[Delete from form of tender if not applicable: We also offer to accept appointment as project supervisor for the construction stage for the Works [add any other scope of appointment, other than the Works] if appointed as Contractor for the Works.]

We agree that this offer will remain open for your acceptance at any time until the latest of:

-days after the end of the last day for submission of this Tender
- expiry of at least 21 days written notice to terminate this Tender given by us.

Your acceptance of this Tender within that time will result in the Contract being formed between us.

We agree that you are not bound to accept the lowest or any tender you may receive.

Is sinne, le meas

Given under the tenderer’s common seal

affix tenderer’s common seal

.....

.....
(signatures of persons authorised to authenticate the seal)

OR (if the tenderer is an individual)

Signed, sealed and delivered by

.....*(name of tenderer)*

.....
(signature of tenderer)

in the presence of

.....*(signature of witness)*

.....*(name of witness)*

.....*(witness’ occupation)*

.....*(witness’ address)*

affix tenderer’s personal seal

TENDER ACCEPTED

NOTE: Only to be signed after all award procedures have been completed, by an officer authorised to sign contracts on behalf of the Employer. Acceptance of the tender will form a binding contract.

Date.....

.....*(signature)*
.....*(name in capitals)*
.....*(title)*

on behalf of the Employer.

SHORT CONTRACT FOR PUBLIC BUILDING AND CIVIL ENGINEERING WORKS

The Contractor and the Employer agree as follows:

1. The Contract

- 1.1. In this Contract, terms defined or explained in the Schedule have the meaning given in the Schedule.
- 1.2. This Contract is the entire agreement between the parties about the Works and consists of
 - this document including the form of tender and acceptance and the Schedule and
 - the documents listed in the Schedule as part of this Contract.
- 1.3. If there is a discrepancy between this document and other documents in this Contract, this document prevails. If there is a pricing document in this Contract, and there is a discrepancy between the pricing document and other documents in this Contract, the other documents prevail. If a party discovers a discrepancy within or between the documents describing the Works, it must notify the other as soon as practicable, and the Employer's Representative will resolve the discrepancy by an instruction.
- 1.4. This Contract comes into effect when the Employer sends the Contractor written acceptance of the Contractor's tender for the Works.
- 1.5. The Contractor must construct and complete the Works at its own expense, complying with this Contract, the Employer's Representative's written instructions and the law.
- 1.6. The Contractor may not assign this Contract or any part of it without the Employer's consent.

2. The Site, starting and completing the Works

- 2.1. The Employer must allow the Contractor to occupy and use the Site within 5 working days after this Contract comes into effect, or any other date stated in this Contract, or (in either case) a later date by which the Contractor has demonstrated to the Employer that the insurances required by this Contract are in effect. The Contractor is not entitled to exclusive use of the Site. The Contractor's right to occupy and use the Site is solely for the purpose of constructing the Works. Other limitations on the Contractor's right to occupy and use the Site may be included in this Contract.
- 2.2. The Employer may arrange for work to be done on the Site by the Employer's personnel or other contractors.
- 2.3. The Contractor must start constructing the Works on the Site within 5 working days after the Employer allows the Contractor to occupy and use the Site, or another date agreed between the parties, and must substantially complete the Works within the Time for Completion.
- 2.4. Within 5 working days after the Contractor notifies the Employer's Representative that the Works are substantially complete, the Employer's Representative will give the Contractor a certificate stating the date the Works were substantially complete, or notify the Contractor that the Employer's Representative does not consider the Works substantially complete, with reasons. The certificate does not relieve the Contractor of any responsibility or liability. The certificate may include a list of work that remains to be done.
- 2.5. After the Employer's Representative certifies the date that the Works are substantially complete, the Contractor must complete any outstanding work promptly after the Employer's Representative so instructs. In doing so (and generally in performing this Contract after substantial completion of the Works) the Contractor must cause as little disruption as possible to occupiers and users of the Works. If the Contractor fails to comply with the instruction promptly and in compliance with this clause, the Employer may do the outstanding work itself, or have it done by others, and the Contractor must pay or allow the Employer's cost of the work.
- 2.6. If the Contractor does not substantially complete the Works within the Time for Completion, the Contractor must pay or allow the Employer liquidated damages at the rate in the Schedule from the day after the last day of the Time for Completion until the day that the Works are substantially complete.

- 2.7. The Employer's Representative will extend the Time for Completion by an amount corresponding to any delay to the substantial completion of the Works caused by any of the following and not resulting from the Contractor's or Contractor's Personnel's acts or omissions (except as an unavoidable result of complying with this Contract) or the Contractor's breach of this Contract:
- Compensation Events
 - loss of or damage to the Works
 - a weather event
 - strikes or lock outs not confined to the Contractor's Personnel
 - order or other act of a court or other public authority
 - failure or delay of a person other than the Contractor or Contractor's Personnel to do what this Contract says they will do.

3. The Works

- 3.1. The Contractor is responsible for the safety and stability of the Works, and of all operations on the Site connected with the Works, including temporary works.
- 3.2. The Contractor must construct the Works according to good practice, and must only use goods and materials that are of good quality.
- 3.3. From when the Employer allows the Contractor access to the Site, the Contractor must
- as far as practicable, secure the Site and keep off the Site persons not entitled to be there
 - keep the Site in good order and free from unnecessary obstructions
 - as far as practicable, secure the safety of persons on the Site and protect them and users, owners and nearby areas from hazards and interference resulting from the Works and
 - as far as practicable, ensure that the Contractor, the Contractor's Personnel and the Works do not unnecessarily or improperly
 - cause a nuisance or inconvenience to the public or users, owners, occupiers of land, roads, or footpaths on or near the Site, or
 - interfere with the use of land, roads, or footpaths.
- 3.4. Until the Employer's Representative issues the Defects Certificate, if the Employer's Representative gives the Contractor a written instruction in relation to the Works, the Contractor must implement the instruction. This can include an instruction changing the Works, or an instruction imposing or changing restrictions on how the Works are to be constructed.
- 3.5. The Employer's Representative will give the Contractor instructions that are necessary for the Contractor to construct the Works if the Contractor asks for them in writing. Such an instruction must be given in reasonable time, taking into account when the Contractor asked for it and when the Contractor needs it to avoid delay to the Works.
- 3.6. The Contractor must set out the Works by reference to the points, lines, and levels in this Contract and in written instructions from the Employer's Representative. Before setting out the Works, the Contractor must make all reasonable efforts to verify the accuracy of these points, lines, and levels.
- 3.7. Until the Employer's Representative issues the Defects Certificate, the Contractor must ensure that the Employer, the Employer's Representative, and persons authorised by them, are able to have access to the Site and other places where the Works are being constructed or goods or materials for the Works are being produced, stored, extracted, or prepared, and there to inspect, test, and observe the Works, goods, materials, and activities. The Contractor must give the Employer's Representative the information the Employer's Representative requires or requests to do this.
- 3.8. The Contractor must inform the Employer's Representative in good time before any part of the Works is covered or goods or materials for the Works that are to be inspected are packed or made difficult or impossible to inspect, and in each case give the Employer's Representative a proper opportunity to inspect them.
- 3.9. Any time until the Employer's Representative issues the Defects Certificate, the Employer's Representative may instruct the Contractor to uncover, dismantle, re-cover, or re-erect work; test, inspect, or provide facilities for testing and inspection; or any combination of these.
- 3.10. Any time until the Employer's Representative issues the Defects Certificate, the Employer's

Representative may instruct the Contractor to remove from the Site and replace any Works or goods or materials for the Works that do not comply with this Contract or otherwise to put right (in a manner instructed by the Employer's Representative) any part of the Works that do not comply with this Contract. If the Contractor fails to comply with the instruction promptly, the Employer may do the work itself, or have it done by others, and the Contractor must pay or allow the Employer's cost of the work.

- 3.11. Until the Works are substantially complete, the Contractor must not remove from the Site any Works, goods or materials for the Works, or plant to be used for the Works, without the Employer's Representative's consent.
- 3.12. The Employer's Representative may instruct the Contractor to suspend all or part of the Works. The Contractor must, during the suspension, protect, store, and secure the affected Works and maintain the insurances required by this Contract. The Contractor must resume the Works promptly after the Employer's Representative so instructs. If the suspension did not result from a breach of the Contractor's obligations and lasts for longer than 3 months, the Contractor may ask the Employer's Representative for permission to proceed; and if the Employer's Representative does not give permission within 20 working days of being asked
 - if the suspension affected all the Works, the Employer will be considered to have terminated the Contractor's obligation to complete the Works and
 - if the suspension affected part of the Works, the Employer will be considered to have given an instruction to omit that part of the Works.
- 3.13. If the Contractor discovers fossils, coins, antiquities, monuments, or other items of value or of archaeological or geological interest or human remains on the Site, the Contractor must not disturb them, and must take all necessary steps to preserve them, and promptly notify the Employer's Representative and comply with the Employer's Representative's instructions. As between the parties, these items are the Employer's property.
- 3.14. The Contractor, and not the Employer, is responsible for the suitability and availability of access routes to and through the Site, and any required maintenance and upgrading of them, and charges for their use, except when the Contract states otherwise. The Contractor is also responsible for obtaining and providing all facilities, power, water, and other services it requires to construct the Works, other than those this Contract requires the Employer to provide.
- 3.15. In the time stated in the Schedule, the Employer's Representative will issue to the Contractor the Defects Certificate. But the Employer's Representative may defer issuing the Defects Certificate until the Contractor has completed outstanding work, including under clauses 3.9 or 3.10. Neither the Defects Certificate nor its deferral relieves the Contractor of any obligations.

4. The Price and payment

- 4.1. For completing the Works according to this Contract the Employer must pay the Contractor the Price, in instalments as follows:
 - interim payments on account as Scheduled, less payments already made and any deductions permitted by this Contract
 - after the Employer's Representative certifies the date the Works were substantially complete, the percentage of the Price stated in the Schedule, less (a) payments already made, (b) the value of any remaining work, and (c) other deductions permitted by this Contract
 - after the Employer's Representative issues the Defects Certificate, the unpaid balance of the Price, less deductions permitted by this Contract.
- 4.2. When a payment is to be made, the Contractor must give the Employer's Representative a detailed statement of the amount to be paid. The Contractor must give a penultimate statement within 20 working days after the Employer's Representative certifies the date the Works were substantially complete, and a final statement of all amounts due under this Contract within 20 working days after the Employer's Representative issues the Defects Certificate. The final statement must be the same as the penultimate statement, except for amounts due for occurrences after the date of the penultimate statement. Within 10 working days of receiving a statement, the Employer's Representative will give the Contractor a certificate of the amount the Employer's Representative considers the Contractor should be paid, with reasons for any difference between the amount in the certificate and the Contractor's statement. The Contractor may send an invoice for the amount certified to the Employer after receiving

the certificate. The Employer must pay the amount due on the certificate within the period stated in the Schedule.

- 4.3. The Price will change only as expressly provided this Contract. The Contractor's cost of performing this Contract is all at the Contractor's risk except to the extent that the Price is to be increased under this Contract.
- 4.4. In this Contract, **Compensation Event** means any of the following:
- the Employer's Representative gives the Contractor an instruction
 - that changes the Works or constraints in this Contract on how the Works are to be executed
 - to search for defects or their cause under clause 3.9 and no defect is found, and the search was not required because of a failure by the Contractor to comply with this Contract
 - to suspend work
 - the Employer's Representative does not give an instruction when required under clause 3.5
 - other contractors working on the Site under clause 2.2 impede the Contractor and this was unforeseeable and not in accordance with the Contract
 - breach of this Contract by the Employer
 - the Employer instructs the Contractor to rectify loss or damage at the Employer's risk
 - the Contractor encounters on the Site unforeseeable ground conditions or unforeseeable man-made obstructions in the ground
 - owners of utility apparatus on the Site do not relocate or disconnect their apparatus as stated in this Contract, when the Contractor has complied with their procedures and the procedures in this Contract, and the failure is unforeseeable.

In the above definition, something is **unforeseeable** if an experienced Contractor tendering for the Works could not have reasonably foreseen it, having inspected the Site and taking into account all the information provided by the Employer.

- 4.5. If a Compensation Event happens, the Employer's Representative will adjust the Price according to this clause, but the Price can be increased only to the extent that all of the following apply:
- The Compensation Event is not a result of an act or omission of the Contractor or Contractor's Personnel, or the Contractor's breach of this Contract.
 - The Contractor cannot avoid the adverse effects of the Compensation Event, and makes all reasonable efforts to minimise them.
 - The Contractor has complied with clause 4.7 in full.
 - This Contract does not provide otherwise.

The amount of the adjustment will be the amount of an accepted or agreed quotation under clause 4.6, if a quotation is agreed. If there is no agreed quotation, the Employer's Representative will assess the amount of any adjustment using the rates and prices in this Contract, or on the basis of those rates and prices, if there are any and they are suitable, and if not by assessing the effect of the change on the Contractor's cost of constructing the Works. The Contractor's right to an adjustment under this clause is subject to clause 4.7, but the Employer's Representative may act on its own initiative.

- 4.6. If the Employer's Representative so requests before, on, or after giving an instruction, the Contractor must give the Employer's Representative, within 10 working days of receiving the request, a quotation for any change to the Price and the Time for Completion as a result of a proposed instruction. If the Employer's Representative accepts the quotation, it may issue the instruction, and adjust the Price and the Time for Completion to match the accepted quotation. If the Employer's Representative does not accept the quotation, or it is not given, and agreement is not reached, the Employer's Representative may either
- issue the instruction and assess any adjustment to the Time for Completion and the Price under clauses 2.7 and 4.5 respectively or
 - if the instruction has not yet been given, decide not to proceed with it, unless it is required under clause 3.5.

- 4.7. If the Contractor considers that under this Contract there should be an adjustment of the Price, or that it has any other entitlement against the Employer under or in relation to this Contract, the Contractor must give the Employer's Representative notice of the claim within 10 working days of when the Contractor became, or should have become, aware of it, and full details of the circumstances and the amount claimed within a further 15 working days after giving the notice. If the Contractor does not give

the notice and details according to and within the time required by this clause the Contractor is not entitled to an increase in the Price and the Employer is released from all liability to the Contractor in relation to the matter (unless the Contractor's claim is about an instruction for which the Contractor was requested to and gave a proposal under clause 4.6).

- 4.8. If a payment is not made within the time allowed in this Contract, it carries interest at the rate in the European Communities (Late Payment in Commercial Transactions) Regulations 2002.
- 4.9. The Price includes value-added tax (VAT). All other amounts in this Contract unless otherwise stated, exclude VAT. Adjustments to the Price are on a net-of-VAT basis, with the appropriate sum for VAT added. For each payment the Contractor must give the Employer an invoice complying with section 17 of the Value-Added Tax Act 1972. If the rate of VAT changes, the Price will be adjusted proportionately.
- 4.10. The Price will be adjusted by the amount of any increase or decrease in the Contractor's cost of performing the Contract as a result of a change in law after the date of this Contract that changes excise duties, tariffs, requirements for licence to import or export any commodity or PRSI, except for when this Contract says otherwise.
- 4.11. The Employer may withhold and deduct any amount on account of tax required by law or the practice of the Revenue Commissioners.
- 4.12. The Employer may deduct from amounts due to the Contractor any amount that the Employer considers is due, or likely to become due, to the Employer from the Contractor under this Contract or another contract.

5. Representation and communications

- 5.1. If the Employer's Representative is not named in the Schedule, the Employer must, promptly after the date of this Contract, appoint the Employer's Representative and notify the Contractor. The Employer must notify the Contractor of any limitations agreed with the Employer's Representative on how the Employer's Representative's functions under this Contract may be exercised. The Employer may change the Employer's Representative, and must notify the Contractor.
- 5.2. The Contractor must appoint a representative, with authority to act on the Contractor's behalf in all matters concerning the Works. The Contractor must also appoint a competent supervisor of all the Contractor's activities on the Site, who may be the same person as the Contractor's representative. The Contractor is considered to be aware of matters (including communications and instructions) of which its representative or supervisor is aware. The Employer's Representative will send the Contractor's representative copies of any instructions given to the Contractor's supervisor. If the Contractor's representative or supervisor dies, or becomes no longer able to perform her duties, or is no longer available to the Contractor, the Contractor must appoint a replacement. The Contractor must replace its representative or supervisor if the Employer's Representative so requires because of the representative's or supervisor's misconduct, negligence, or incompetence.
- 5.3. All communications provided for in this Contract must be in English, unless this Contract requires Irish, and in writing.

6. Contractor's Personnel

- 6.1. The Contractor must ensure that Contractor's Personnel are suitably qualified, trained, and experienced and are competent to carry out their tasks. The Contractor must ensure that Contractor's Personnel carry out their tasks in compliance with the Contractor's obligations under this Contract. The Contractor is liable for acts and omissions of Contractor's Personnel as if they were acts or omissions of the Contractor.
- 6.2. The Contractor must remove from the Works and the Site any Contractor's Personnel that the Employer's Representative instructs be removed on the basis of their negligence or incompetence or that their presence on the Site is not conducive to safety, health, or good order.
- 6.3. The Contractor may not subcontract the whole of the Works to one or more subcontractors. The Contractor may not subcontract part of the Works without the Employer's Representative's consent, unless the subcontracting is already provided for in this Contract.

7. Pay and conditions of employment of work persons

- 7.1. The Contractor must prominently exhibit copies of this clause for the information of persons at the Site. In this clause **work person** means a person employed by (or otherwise working for) the Contractor or the Contractor's Personnel on or near the Site.
- 7.2. The Contractor must ensure that the rates of pay and the conditions of employment (including in relation to pension contributions) of each work person comply with all applicable law, and that those rates and conditions are no less favourable than those for the relevant category of work person in any employment agreements registered under the Industrial Relations Acts 1946 to 2004.
- 7.3. The Contractor must, and must ensure that the employers of all work persons, do all of the following:
- pay all wages and other money due to each work person
 - ensure that work persons' wages are paid in accordance with the Payment of Wages Act 1991 and are never more than 1 month in arrears or unpaid
 - pay all pension contributions and other amounts due to be paid on behalf of each work person
 - make all deductions from payments to work persons required by law, and pay them on as required by law
 - keep proper records (including time sheets, wage books and copies of pay slips) showing the wages and other sums paid to and the time worked by each work person, deductions from each work person's pay and their disposition, and pension and other contributions made in respect of each work person, and produce these records for inspection and copying by persons authorised by the Employer, whenever required by the Employer
 - produce other records relating to the rates of pay, deductions from pay, conditions of employment, rest periods and annual leave of work persons for inspection and copying by persons authorised by the Employer, whenever required by the Employer
 - respect the right under law of work persons to be members of trade unions
 - observe, in relation to the employment of work persons on the Site, the Safety, Health and Welfare at Work Act 2005, and all employment law including the Employment Equality Act 1998, the Industrial Relations Acts 1946 to 2004, the National Minimum Wage Act 2000 and regulations, codes of practice, legally binding determinations of the Labour Court and registered employment agreements under those laws.
- 7.4. If the Employer so requests, the Contractor must, within 5 working days after the request, give to the Employer a statement showing the amount of wages and other payments due at the date of the request to and in respect of each work person, or, in respect of work persons not employed by or otherwise working for the Contractor, ensure that their employer or the person for whom they are working does the same.
- 7.5. The Employer may seek information under the above provisions of this clause only for the purpose of ensuring the obligations described in this clause to work persons have been properly discharged. All information provided under the above provisions of this clause will be returned to the person providing it or destroyed if the Employer is satisfied that the person providing the information has complied with legal obligations to work persons.
- 7.6. If the Contractor has not complied with this clause, the Employer may (without limiting its other rights or remedies) estimate the amount that should have been paid to work persons and contributions that should have been made on their behalf, and the Employer may withhold the estimated amount from any payment due to the Contractor, until the Employer is satisfied that the required amounts have been paid. If it has still not been paid by the time the Defects Certificate is issued, the estimated amount is deducted from the Price.
- 7.7. The Contractor must give the Employer's Representative with each interim statement under clause 4.2 a certificate that, for the work to which the interim statement relates, the Contractor has complied in full with this clause. If there is a form for the statement included in this Contract, the certificate must be in that form. Payment due for the work covered by the statement will only be due if the certificate is given. If the certificate has still not been given by the time the Defects Certificate is issued, the portion (of the value of work that the Contractor has not given a certificate for) that the Employer determines is the labour portion is deducted from the Price.

7.8. If the Contractor does not comply with this clause, it must pay to the Employer any costs the Employer incurs in investigating and dealing with the non-compliance.

8. Loss of and damage to the Works

- 8.1. The Employer bears the risk of loss of and damage to the Works resulting from
- war, invasion, act of foreign enemies, hostilities (whether war is declared or not), civil war, rebellion, revolution, insurrection or military or usurped power
 - pressure waves caused by aircraft or other airborne objects travelling at sonic or supersonic speeds
 - contamination by radioactivity or radioactive, toxic, explosive or other hazardous properties of any explosive nuclear assembly or its components, in each case not caused by the Contractor or the Contractor's Personnel
 - terrorism
 - use or occupation of the Works by the Employer except (a) as provided for in this Contract or (b) if the loss or damage is caused by the negligence of the Contractor or Contractor's Personnel, or the Contractor's breach of this Contract.
 - design of the Works by the Employer or by others for whom the Employer is responsible.

The Employer also bears the risk of loss of and damage to the Works after the Employer's Representative issues the certificate of the date they were substantially complete, unless the loss or damage is due to

- the Works not complying with this Contract
- an occurrence before substantial completion or
- activities of the Contractor or Contractor's Personnel.

The Contractor bears the risk of loss of and damage to the Works that does not result from an Employer risk listed above.

- 8.2. The Contractor must promptly put right loss of or damage to the Works and goods or materials for the Works that is at the Contractor's risk. The Contractor is not entitled to payment for this except any insurance proceeds. If the insurance is insufficient, the Contractor must put the loss and damage right at its own expense.
- 8.3. If the Works are lost or damaged before the Defects Certificate is issued, and the loss or damage is at the Employer's risk, the Contractor must put it right if the Employer so instructs in writing.
- 8.4. Only if the Works involve alteration or extension of existing facilities owned by the Employer, the Employer bears the risk of loss of or damage to those facilities and their contents owned by the Employer caused by fire, storm, tempest, flood, bursting or overflowing of water tanks, apparatus or pipes, explosion, impact, aircraft, riot, civil commotion, or malicious damage.

9. Indemnity for claims and damage

- 9.1. The Contractor must indemnify the Employer against
- claims, liability, and proceedings, and
 - loss of and damage to the Employer's property (except for loss or damage at the Employer's risk under clause 8.1))
- that happen in the course or as a result of the Works.

The Contractor's indemnity in this clause does not apply to the Employer's liability under this Contract to the Contractor, nor to the extent that the matter is covered by the Employer's indemnity in clause 9.2. The Contractor's indemnity in this clause for claims, liability and proceedings for death, injury, or illness of Contractor's Personnel applies regardless of whether the Employer (or a person for whom the Employer is responsible) is negligent or otherwise at fault.

- 9.2. The Employer must indemnify the Contractor against claims, proceedings, and liability that happen in the course of the Works to the extent that they
- result from the Employer's negligence or

- are for property damage that is the unavoidable result of constructing the Works in accordance with this Contract.

But this indemnity does not cover claims, liability, or proceedings for death, injury, or illness of Contractor's Personnel.

10. Insurance

- 10.1. From the date the Employer allows the Contractor to occupy and use the Site, the Contractor must insure the Works and goods and materials for the Works against loss and damage. The Employer must be named as a co-insured. The insurance must be for the full reinstatement value of the property insured, including cost of demolition, removal of debris, delivery, Employer's professional fees, profit, and inflation during the construction and reinstatement periods. The sum insured for professional fees must be at least 15% of the Price. The Contractor must maintain this insurance until the Employer's Representative certifies the date that the Works were substantially complete, and must extend the insurance to cover loss and damage at the Contractor's risk until the Defects Certificate is issued.
- 10.2. The proceeds of the insurance of the Works and goods and materials for the Works (except the portion for the Employer's professional fees, which must be paid directly to the Employer) must be paid into a bank account in the joint names of the Employer and the Contractor, and paid out to the Contractor in instalments on the basis of the value of the work done and goods and materials delivered to the Site for the reinstatement, following generally clauses 4.1 and 4.2, and also paid out to the Employer for its costs. Any balance in the account after the work is done will be paid to the Employer.
- 10.3. From the date the Employer allows the Contractor to occupy and use the Site, the Contractor must have public liability and employers liability insurance, with indemnity limits of at least those in the Schedule. The Contractor's public liability policy must insure the Employer and Contractor as co-insured, with a cross-liability clause. The Contractor's employer's liability policy must indemnify the Employer against the liability for which it indemnifies the Contractor, including costs. The Contractor must maintain these insurances until the Defects Certificate is issued, and after that must have these insurances in place any time the Contractor or Contractor's Personnel return to the Site in connection with the Works.
- 10.4. The Contractor must place the insurances required by this Contract with reputable insurers approved by the Employer. The level of excess must be no higher than stated in the Schedule.
- 10.5. The insurance on which the Employer is to be co-insured must provide that
 - the term "insured" applies to each insured person as if a separate policy had been issued to each (without increasing the overall limit of indemnity) and non-compliance by the Contractor or any other insured person does not affect the Employer's rights and
 - the insurer waives all rights of subrogation and other action against each insured person.
- 10.6. The Contractor must comply with the terms of the insurance policies required under this Contract.
- 10.7. Within 10 working days of being requested to do so, the Contractor must give the Employer evidence that the insurances required by this Contract are in effect, including copies of policies and receipts for premiums.
- 10.8. The Contractor must not make any material reduction to the insurance policies required by this Contract unless approved in advance by the Employer. The Contractor must promptly notify the Employer of any cancellation, renewal, non-renewal, or material reduction by the insurer of the terms of any insurance policy required by this Contract.
- 10.9. If the Contractor fails to maintain any of the insurances in the terms required by this Contract, the Employer may (without affecting its other rights) take out the insurance and pay the premiums, and the Contractor must pay or allow the amount of the premiums to the Employer.
- 10.10. The Contractor bears the risks allocated to it under this Contract regardless of whether the risk is, or is required to be, insured. This includes losses and liability falling below insurance excess levels and exceeding indemnity limits.

11. Property

- 11.1. The Contractor must ensure that goods and materials for the Works become the property of the Employer on the earliest of the following
- when they are delivered to the Site, if owned by the Contractor
 - when they are incorporated in the Works
 - when the Employer makes any payment for them.
- 11.2. The Contractor must ensure that the Employer is entitled to use, copy, modify, adapt, and translate for any purpose the documents that the Contractor is to provide to the Employer under this Contract. The Contractor has no liability for the Employer's use of these documents for any purposes other than those for which they were provided.
- 11.3. The Contractor must indemnify the Employer against claims, liability, and proceedings resulting from any of the following infringing the property (including intellectual property) rights of any person:
- anything that the Contractor does for the construction of the Works, unless covered by the Employer's indemnity in clause 11.4
 - use by the Employer of the Works and goods, materials, and documents provided by the Contractor for the Works for the purposes for which they were provided.
- 11.4. The Employer must indemnify the Contractor against claims, liability, and proceedings resulting from any of the following infringing the property (including intellectual property) rights of any person:
- use by the Contractor, in accordance with this Contract, of documents or goods provided by the Employer for the purposes for which they were provided
 - use or occupation of the Site by the Works that is the unavoidable result of constructing the Works in accordance with this Contract.

12. Termination

- 12.1. The Employer may terminate the Contractor's obligation to complete the Works on giving written notice to the Contractor. If this happens, the Contractor's obligation to complete the Works will terminate 10 working days after the notice was given, or a different date stated in the notice, and
- the Contractor must leave the Site in an orderly manner, but must not remove any goods or materials for the Works, or property of the Contractor or Contractor's Personnel used or to be used for the Works, unless the Employer or Employer's Representative so instructs
 - the Contractor must remove from the Site any property of the Contractor or Contractor's Personnel that the Employer or Employer's Representative instructs the Contractor to remove
 - the Contractor must, as soon as practicable, give the Employer a statement of the amount (the **termination value**) due to the Contractor under this Contract and unpaid, including in it the reasonable rental value of any property of the Contractor and Contractor's Personnel that the Employer or Employer's Representative has required to be left on the Site to complete the Works, including details
 - the Employer's Representative will, as soon as practicable after receiving the Contractor's statement of the termination value, issue a certificate stating what the Employer's Representative considers to be the termination value, with reasons
 - the Employer may employ others and do anything necessary to complete the Works.
- 12.2. This clause applies if the Employer has terminated the Contractor's obligation to complete the Works because
- of a substantial breach by the Contractor of this Contract or
 - a liquidator, examiner, supervisor, receiver, administrator, administrative receiver, trustee, encumbrancer or the like has been appointed for the Contractor or any of its assets, or the Contractor has ceased or threatened to cease carrying on business, or is insolvent or unable to pay its debts as they fall due or
 - the Contractor died or became bankrupt or incapable of performing this Contract.

Payment of any money due by the Employer to the Contractor will be postponed, and the Employer is not required to make any further payment to the Contractor until required under this clause.

After the Works have been completed the Employer's Representative will give the Contractor a

certificate of the total of the following (the **termination amount**):

- the Employer's additional cost of completing the Works compared with the cost the Employer would have incurred if the Works had been completed by the Contractor under this Contract
- other costs and losses incurred by the Employer as a result of the termination and its causes and
- amounts due to the Employer from the Contractor.

If the Employer does not begin to put in place arrangements to complete the Works within 6 months after the termination, the Employer's Representative will give the above certificate to the Contractor as soon as practicable after the 6 month period (based, if necessary, on estimates).

If the certified termination amount is less than the certified termination value, the Contractor may give the Employer an invoice for the difference after receiving the Employer's Representative's certificate, and the Employer must pay the amount due within 30 days after receiving the invoice. If the certified termination amount is more than the certified termination value, the Contractor must pay the Employer the difference within 10 working days of receiving the Employer's Representative's certificate.

- 12.3. This clause applies if the Employer terminates the Contractor's obligation to complete the Works, only if clause 12.2 does not apply.

The Contractor may give the Employer an invoice for the total of the termination value certified by the Employer's Representative and the Contractor's reasonable direct cost of removal from the Site as a result of the termination. If the Employer appoints another contractor to complete the Works within 12 months after the termination, the Contractor's payment under this clause will also include the percentage of the unpaid portion of the Price stated in the Schedule. The Employer must pay the amount due within 30 days of receiving the Contractor's invoice.

- 12.4. The Employer has no other liability in relation to termination, including no liability for lost profit or contribution to overhead.

13. Ethics in Public Office

The Contractor warrants to the Employer that neither the Contractor nor any person on the Contractor's behalf has committed any offence under the Prevention of Corruption Acts 1889 to 2001 or the Ethics in Public Office Acts 1995 to 2001 in connection with this Contract or the Works, and nor will they commit any such offence.

14. Project Supervisor for the Construction Stage

Subject to the Schedule, the Employer appoints the Contractor as project supervisor for the construction stage of the Works according to the Safety, Health and Welfare at Works Act (Construction) Regulations 2006 and the Contractor must accept the appointment in writing, in terms acceptable to the Employer, within 5 days after this Contract comes into effect, and before starting work on the Site. If this Contract provides that an individual or body corporate named by the Contractor or in this Contract is to be appointed as project supervisor for the construction stage, the Contractor must ensure that the person accepts the appointment in terms required by the Employer within 5 working days after this Contract comes into effect. If the Employer terminates the employment of the Contractor or person so named as project supervisor for the construction stage for failure to comply with the obligations of project supervisor, the Contractor must pay the Employer all the Employer's costs resulting from the termination.

15. Law, jurisdiction and disputes

- 15.1. Irish law governs this Contract and its interpretation.
- 15.2. The parties submit to the jurisdiction of the Irish courts.

THE SCHEDULE

Clause 1.1

The following definitions apply in this Contract:

- **Compensation Event** is defined in clause 4.4
- The **Contractor** is
.....(*name and address*), or as named in the attached tender.
- The **Contractor's Personnel** are the Contractor's
 - representative and supervisor
 - subcontractors and suppliers of any tier and
 - employees and other persons working for the Contractor, subcontractors or suppliers of any tier or otherwise assisting the Contractor for the Works.
- The **Defects Certificate** is a certificate issued by the Employer's Representative under clause 3.15 and may include a list of parts of the Works that do not comply with this Contract.
- The **Employer** is
.....(*name and address*), or as named in the attached tender.
- The **Employer's Representative** is
.....(*name and address*), or an architect, engineer, surveyor or other person otherwise notified by the Employer according to clause 5.1.
- The **Price** iseuro (*in words*) or as stated in the attached form of tender, as may be adjusted according to this Contract.
- The **Site** is the place where the Contractor is to construct the Works and anywhere else this Contract says is part of the Site.
- The **Time for Completion** is (*insert period*) starting on the day this Contract comes into effect, or as stated in another Contract document, in either case as may be extended under clause 2.7.
- The **Works** are what the Contractor is to complete and hand over to the Employer, as described in this Contract.

Unless the context indicates otherwise

- references to clause numbers are to the clauses of this document
- words in the singular also mean the plural and the other way around
- words in a gender also mean other genders
- **person** includes incorporated and unincorporated organisations
- references to a **month** are to a calendar month and to a **day** are to a calendar day
- references to a **working day** are to a day other than Saturday, Sunday, a public holiday established under the Organisation of Working Time Act 1997, or Good Friday.
- references to the parties are to the Employer and the Contractor
- references to a law include amendments, replacements and re-enactments
- **substantially complete** and **substantial completion** mean that

- the Works have reached a stage of completion that the Employer can take them over and use them and
- if there are any defects, in the Employer's Representative's opinion both (a) the Contractor has good reason for not having rectified them already and (b) neither the defects nor their rectification are likely to prevent the Works from being used conveniently and safely used and
- any other requirements for substantial completion in the Contract have been met.

Clause 1.2

This Contract includes the following documents: *(list documents)*

Clause 2.6

The rate of liquidated damages for delay is *(insert amount)* per *(day/week/month)* or part of a *(day/week/month)*

Clause 2.7

A weather event is when a weather measurement is recorded at weather station for a month between the Starting Date and the Date for Substantial Completion of the Works that is shown to exceed the 90th percentile of past weather measurements for the corresponding month of the year at the same station, as determined by Met Eireann and published most recently before the day 10 days before the final date for submission of tenders for the Works.

Only the difference between the weather measurement and the 90th percentile (as so determined and published) shall be taken into account in determining any extension of time.

A weather measurement for a month means:

- cumulative rainfall in millimetres
- number of days with rainfall exceeding 20mm
- number of days with minimum air temperature less than 0 Celsius
- number of days with maximum mean 10 minute wind speed exceeding 20 metres per second.

If no weather station is named above, the Met Eireann station nearest the Site shall be used. If the station named above, or the nearest one, does not make or record a weather measurement, the station nearest to the Site that records the weather measurement shall be used.

A weather event also means the following:

Clause 3.15

The Employer's Representative will issue the Defects Certificate between ____ and ____ months after the date for which it certified that the Works were substantially complete. (If blank, between 12 and 13 months)

Clause 4.1

Arrangements for interim payments on account are: monthly, 90% of the value of Works completed and materials delivered to the Site with title vested in the Employer to the Employer's Representative's satisfaction. *(Delete and replace if alternative period, percentage or arrangements are to be used.)*

The percentage of the Price to be paid after the Employer's Representative certifies the date the Works were substantially complete (less deductions under clause 4.1) is ____%. (If blank, 95%)

Clause 4.2

The Employer must pay the amount due on an invoice under clause 4.2 within ____ working days after receiving the invoice. (If blank, 10 working days.)

Clause 10.3

The minimum indemnity limit for public liability insurance is *(insert amount)* for any one event, but this limit may be on an annual aggregate basis for products liability, collapse, vibration, subsidence, removal and weakening

of supports and sudden and accidental pollution.

The minimum indemnity limit for employer's liability insurance is: *(insert amount)* for any one event.

Clause 10.4

The maximum levels of excess for the required insurances are as follows:

- insurance of the Works and goods and materials for the Works: *(insert amount)*
- public liability: *(insert amount)* for property damage only, no excess for death, illness or injury
- employer's liability: no excess

Clause 12.3

If the Employer terminates the Contractor's obligation to complete the Works, and clause 12.2 does not apply, and the Employer appoints another contractor within 12 months after the termination to complete the Works, the percentage of the unpaid portion of the Price to be paid to the Contractor is _____% (If blank, 4%).

Clause 15.2

The dispute resolution procedure is as follows:

- (1) If a dispute arises under the Contract, either party may, by notice to the other, refer the dispute for conciliation. Within 10 working days of the referral of a dispute to conciliation, the parties must jointly appoint a conciliator, and if they fail to do so, or if a person appointed refuses to act or becomes unable to act, the conciliator will be appointed by _____.
If there is a fee for making the appointment, the parties share it equally. If one party pays the entire fee, it is entitled to reimbursement of the other party's share from the other party on demand.
- (2) Each party must, within the period set by the conciliator, send to the conciliator and the other party brief details of the dispute stating its contentions about the facts and the parties' rights and obligations concerning the dispute. The conciliator may, for this purpose, suggest further actions or investigations that may be of assistance. The parties must promptly make available to the conciliator all information, documents, access to the Site, and appropriate facilities that the conciliator requires to resolve the dispute.
- (3) The conciliator will consult with the parties in an attempt to resolve the dispute by agreement. The conciliator may meet the parties separately from each other or together and consider documents from one party not sent or shown to the other, conduct investigations in the absence of the parties, make use of specialist knowledge, establish the procedures to be followed in the conciliation and make recommendations to the parties.
- (4) The conciliator will not be an arbitrator and the Arbitration Acts 1954 to 1998 and the law of arbitration will not apply to the conciliation.
- (5) If the dispute is not resolved by agreement within 42 days after the conciliator was appointed, or a longer period proposed by the conciliator and agreed by the parties, the conciliation will be taken to have ended.
- (6) The conciliation will be confidential, and the parties must respect its confidentiality. All documents provided by a party in connection with a conciliation must be returned when the conciliation ends.