



*R*eadings and Translation of
Bidding Documents on
Coal-fired Power Plant Projects

电力招标投标工程 英语阅读与翻译

© 杜振华 主编



中国水利水电出版社
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内 容 提 要

本书是一本实用性、专业性都很强的电力招投标工程英语读物。主要内容包含：招标公告、商务条款、评标报告、质量管理、招标文件中英语语言的理解及其翻译、招标文件常用词汇（3000余条）。

本书选编了招投标工作中使用频率很高的专业英语材料，英语专业基本知识阅读材料取之于英美原著，招标文件中的内容选自在国际上已公开进行过招标和投标的电力工程文件。在精读文章后，给出了词汇表、难点和专业知识的注释。精、泛读文章都给出了参考译文。另外，本书还探讨了招标文件中英语语言的理解及其翻译方面的基本知识和技巧。

本书可供电力工程专业技术和商务人员查阅、使用，还可供大专院校相关专业师生学习、参考。

图书在版编目 (CIP) 数据

电力招投标工程英语阅读与翻译/杜振华主编. —北京: 中国水利水电出版社, 2006
ISBN 7-5084-3563-X

I. 电... II. 杜... III. ①电力工程—招标—英语—阅读教学②电力工程—招标—英语—翻译③电力工程—投标—英语—阅读教学④电力工程—投标—英语—翻译 IV. H31

中国版本图书馆 CIP 数据核字 (2006) 第 008237 号

书 名	电力招投标工程英语阅读与翻译
作 者	杜振华 主编
出版 发行	中国水利水电出版社 (北京市三里河路 6 号 100044) 网址: www.waterpub.com.cn E-mail: sales@waterpub.com.cn 电话: (010) 63202266 (总机)、68331835 (营销中心)
经 售	全国各地新华书店和相关出版物销售网点
排 版	中国水利水电出版社微机排版中心
印 刷	北京市兴怀印刷厂
规 格	787mm×1092mm 16 开本 12.75 印张 335 千字
版 次	2006 年 4 月第 1 版 2006 年 4 月第 1 次印刷
印 数	0001—4000 册
定 价	29.00 元

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前 言

改革开放以来，特别是我国加入 WTO 后，我国的电力工业发展已经与国际接轨。电力工程对外招标以及参与国际工程竞争投标，大量的英语招标文件和合同文本需要编制和阅读，这就要求电力工程专业技术人员和商务人员不仅要熟悉专业技术知识，还要掌握语言应用的规律，更好地为工程服务。几年来，我们一直在考虑如何为电力工程人员编写一本实用性、专业性都很强的电力招投标工程方面的英语读物。经过广泛地调研，在国内外同行的鼓励、支持和帮助下，本书终于面世了。

本书主要选编了工作中能够经常碰到的使用频率很高的专业英语资料。这些资料全是在国际上公开进行过招标和投标的电力工程专业英语资料，是对过去曾经用过、至今还仍然有用的工程英语文献的总结，旨在帮助读者少走弯路，尽快地培养读者英语读写译的能力，正确使用工程招投标词汇和英语句型，在学习英语的同时又加深对专业的理解。

本书编写的内容有：招标公告、商务条款、技术评标报告、质量管理、招投标文件中的英语语言的理解及其翻译和招投标文件常用词汇等。

本书的英文资料有四篇，每篇通常包含 2~3 个单元，每个单元又分为 3 节。每个单元既有精读资料又有泛读资料，在精读资料后给出了词汇和比较难理解的句子解释，所有英文资料都附有参考译文。

参加本书编写和审校工作的有各方面的专家，他们在工程招标、投标、评标和合同谈判中具有丰富的实践经验。美国博莱克·威奇国际公司 Stacie Campbell 女士仔细审阅了全书的英文材料，比利时专家 Marc Cornelis 博士和他的同事对部分英文资料做了审定，日本东电株式会社电力工程评标资深专家金原先生对第三篇评标报告提出了具体的指导意见并提供了实用的文字资料，西北电力设计院国家级勘察设计大师周以国先生审定了译文，正在加拿大攻读英语博士学位的田军女士审定了英语的语法等注释。

西北电力设计院和博莱克·威奇（北京）建筑工程设计有限公司的领导与同事对本书的编写给予了大力支持及帮助，中国水利水电出版社的领导 and 编辑对本书的编辑策划做了许多细致的工作，在编写过程中还参考了相关的资料，在此一并向他们深表谢忱。

编写这样一本书是我们的初次尝试，我们尽力想做好，但能力和时间有限，书中疏漏或不妥之处在所难免，恳请读者批评指正（E-mail: duz@bv.com）。

作者

2006 年 2 月于北京

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Part One Invitation for Bids

Unit One Invitation for Bids

(Intensive Readings)

Section One Introduction

There are several popular international finance agencies providing loans for construction projects in China, such as the World Bank loan, the Asian Development Bank (ADB) loan and Japan Bank for International Cooperation (JBIC) loan etc. which are mostly used in China.^① When the projects are conducted with any of the above mentioned loans, the advertisement should be given. Take the World Bank loan as an example. The World Bank, the leading institution in global economic development, is committed to reducing poverty in middle-incoming and credit worthy poorer countries by promoting sustainable development, through loans, guarantees, and nonlending services-including analytical and advisory services.^② Poverty reduction is the Bank's core mission and guides all its work in developing countries. The Bank has worked to mainstream gender, promote good governance and public sector reform, and assist developing countries' integration into the global economy.

When the project is operated with the World Bank loan, the international community should be notified in a timely manner of the opportunity to bid. Normally this will be done by transmitting copies for the invitation for bids, or the advertisement of the invitation, to local representatives of the Bank's member countries and Switzerland that are potential suppliers of the goods or works required and, if it is so requested, to the Bank also. If any such country does not have local representation, the invitation or advertisement should be sent to the government agency responsible for its foreign trade. This notification should be made at the same time as the advertisement of the invitation for bids.

Invitation for bids should also be advertised in at least one newspaper of general circulation in the borrower's country.

For large specialized, or important contracts, the Bank may, in addition, require that invitations to bid be advertised in well-known technical magazines, newspapers, and trade publication of wide international circulation in sufficient time before bids are to be opened to enable prospective bidders to request bidding documents and prepare bids.

When projects conducted with the loans borrowed by China, the advertisement is often published in China Daily (an English newspaper in China) and People's Daily. Some advertisements are herein selected from China Daily for your reference.

The advertisement usually consists of the following; loan number, bid number, the loan country, borrower's name, project name, loan amount and usage, description of purchase equipment, goods or materials as well as the contents of project, selling time of bidding documents, deadline of bids reception, bids open time, name, telephone number and address of the tendering agency which is in charge of execution of tendering activity.

In Unit One, three intensive readers about invitation for bids on electric power industry with new words and expressions, and also in unit Two the extensive readers which also consist of other industries are shown to you. All the readings are given with their translation for your reference. You, through study of Part One, may further understand the outline of Invitation for Bids. This is the first step to access the bidding project.

New Words and Phrases

poverty 贫穷	middle-income 中等收入
creditworthy 值得信贷的	in public 公开
sustainable 可持续的	international community 国际社会
nonlending 非借贷的	mainstream gender 消除性别歧视
mission 使命; 代表团	Invitation for Bids 招标公告
integration 综合, 集中	China Daily 中国日报
core mission 中心任务	bidding documents 招标书
governance 管理, 控制	Asian Development Bank (ADB) 亚洲开发银行
advertisement 广告	Japan Bank for International Cooperation (JBIC) 日本国际协力银行
prospective 有希望的	Overseas Economic Co-operation Fund of Japan (OECF) 日本海外协力基金
deadline 截止日期	reducing poverty (or poverty reduction) 脱贫, 减少贫困
bids 投标书	International Competitive Bidding (ICB) 国际竞争招标
participate 参与	in favor of 有利于
conclude 缔结, 议定, 结束	
proceeds 款项, 收益	
the World Bank 世界银行	
global economy 全球经济	
loan agreement 贷款协议	

Notes

① Japan Bank for International Cooperation (JBIC) 日本国际协力银行 JBIC was estab-

lished on 1st, October 1999, which consists of former OECF and Japan Export and Import Bank. Therefore, the activity of JBIC has two faces. One is the same of former OECF (ODA operation) and another is the promotion of Japanese exports and imports (International Financing Operation).

日本国际协力银行 (JBIC) 成立于 1999 年 10 月 1 日, 它包括先前的日本海外协力基金和日本进出口银行。因此它具有两种功能: 一是前日本海外协力基金的功能; 二是促进日本进出口业务 (国际融资)。

② The World Bank, *the leading institution in global economic development*, is committed to reducing poverty in middle-incoming and creditworthy poorer countries *by promoting sustainable development, through loans, guarantees, and nonlending services-including analytical and advisory services.*

本句的第一个斜体词组为主语补足语, 进一步说明主语的性质。第二个斜体词组用做方式状语, 修饰动名词 promoting。

Section Two Invitation for Bids (1)

1. Henan (Qinbei) Thermal Power Project

The People's Republic of China

China National Machinery Import & Export Corporation (CMC)

Invitation for Bids

Henan (Qinbei) Thermal Power Project

Beijing, China

Bid No CMC9563002

This Notice of Invitation for Bids follows the General Procurement Notice for this project which appeared in the UN Development Forum Business Edition No. 410 dated March 16, 1995. CMC invites sealed bids^① from the eligible suppliers for the following goods for Henan (Qinbei) Thermal Power Project to be financed with the proceeds of the World Bank Loan.

IFB-1 Steam Generator and Auxiliaries

All those who are willing to participate in the Bid are kindly required to contact CMC for obtaining Bidding documents between 9 : 00am—11 : 00 am and 2 : 00 pm—4 : 00 pm in Room No. 5112 Building No. 1 Xiyuan Hotel, Beijing from Dec. 21, 1995 (Saturdays, Sundays and holidays excepted) upon non-refundable payment of RMB 25,000.00 or US \$ 2,990.00 for one set of the Bidding Documents of IFB-1.

The last date and time for receipt of bids by CMC is at 10 : 00 am (Beijing time) on March

29,1996. Bids received after that date and time or which are not accompanied by a bid security furnished as provided for in the bidding conditions will not be accepted. Bids will be opened in public at 10: 00 am (Beijing time) on March 29, 1996 at Room No. 901 Negotiation Building, Er Li Gou, Xijiao, Beijing, China

China National Machinery Import & Export Corporation (CMC)

Address Room 5112 Building No. 1 Xiyuan Hotel

Er-Li-Gou, Xijiao Beijing, China

Post Code: Telefax: Telephone:

2. Sanhe Thermal Power Plant Project and Shanxi Hejin Thermal Power Plant Project

China National Technical Import & Export Corporation

Invitation for Bids

No. CNTIC-J96124

In accordance with the Loan Agreements concluded between the Ministry of Foreign Trade and Economic Co-operation of the People's Republic of China and the Overseas Economic Co-operation Fund of Japan for Sanhe Thermal Power Plant Project (P66), Shanxi Hejin Thermal Power Plant Project (P67), China National Technical Import & Export Corporation (CNTIC) is authorized to purchase the equipment listed below for the above mentioned projects by way of International Competitive Bidding (ICB)[®]. All purchases shall be financed with the proceeds of the loan.

We hereby invite sealed bids from manufactures and /or trading companies of all areas and countries of the world.

Interested manufactures and/or trading companies are kindly to contact the Third Business Division of CNTIC for obtaining the qualification and bidding documents between 9 : 00 and 11 : 00 am from Dec. 9 to 11, 1996 upon non-refundable payment.

List of Equipment

Instrumentation and control system

The Third Division

China National Technical Import & Export Corporation

Address: Jiu Ling Building, 21 Xisanhuan Beilu, Beijing, China

Post code: Telex: Tel: Fax: Cable:

New Words and Phrases

General Procurement Notice 通用采购指南	Corporation (CNTIC) 中国技术进出口公司
Thermal Power Project 火电项目	Ministry of Foreign Trade and Economic Co-operation 对外经济贸易部
bid security 投标保证金	China International Tendering Company (ITC) 中国国际招标公司
non-refundable payment 付款不退	IS Procurement 国际国内询价采购
VAT= value added tax 增值税	domestic preference scheme 国内优惠方案
China National Machinery Import & Export Corporation (CMC) 中国机械进出口总公司	
China National Technical Import & Export	

Notes

①sealed bids 可译为“密封投标书”或“密封投标”，它是指在竞争招标方式下，由投标人准备投标书，经投标负责人或投标联合体负责人或委托人签字盖章后，分类装订成册，装入密封袋中，在规定的时间内送达规定的地点，逾期作废。这种投标方式为密封式投标。这里应注意和 sealed bid 的区别，sealed bid 指的是一种非公开式的招标方式，也叫议标、询价或谈判招标，是一种非公开竞争招标。它是由业主按贷款银行的采购指南根据工程量以及合同价格来确定的。由招标人物色几家候选厂商直接进行合同谈判，最终优选一家，达成协议。

②China National Technical Import & Export Corporation (CNTIC) is authorized to purchase the equipment listed below *for the above mentioned projects by way of International Competitive Bidding (ICB)*. 斜体部分为两个介词短语，第一个介词短语做定语，修饰 the equipment listed below；第二个介词短语做方式状语，修饰动词 purchase。

Section Three Invitation for Bids (2)

Xi'an-Xianyang-Tongchuan Environment Improvement Project

The People's Republic of China

China International Tendering Company

China National Technical Import & Export Corporation

Invitation for Bids

Xi'an-Xianyang-Tongchuan Environment Improvement Project

Subproject 1: Xi'an Xijiao Cogeneration Plant

(Bid No. ITC-003056, ITC-013062)

Loan No. 1543-PRC

1. The People's Republic of China (PRC) has received a loan from Asian Development Bank (ADB) towards the cost of Xi'an-Xianyang-Tongchuan Environment Improvement Project of which Xi'an Xijiao Cogeneration Plant is a component as subproject 1, and it is intended that part of the proceeds of this loan will be applied to eligible payments under the contracts for the supply and delivery of the following goods.

2. China International Tendering Company (hereinafter referred to as ITC) is authorized by Xi'an Xijiao Cogeneration Plant to invite sealed bids from eligible bidders from member countries of ADB for the supply of the following goods by way of International Competitive Bidding and International Shopping procedure:

ICB Procurement (ITC-003056)

Package No. 29 System Dispatching Automatization

Package No. 33 Instrument and Control Apparatus

Package No. 34 Cable, Instrument Valves and Ducts and Installation Material

Package No. 40 Flue Gas, Air, Pulverized Coal Ducts and Fittings

Package No. 41 Main Steam and Feed Water Piping and Fittings

Package No. 42 Other Steam /Water Piping of the Whole Power Plant Fittings

IS Procurement (ITC-013062)

Package No. 27 Distribution Control System

Package No. 28 Boiler and Turbine Programmable Control

Package No. 30 Relay Protection and Safety Automatic Device

Package No. 31 Control System of Ash Handling

Package No. 32 Control Panel, Console, Cabinet and Box

Package No. 35 Environmental Protection Equipment

Package No. 36 Power Cable

Package No. 37 Control Cable

Package No. 38 Others

Package No. 43 Maintenance and Lifting Equipment in Main Power Building

Package No. 44 Water Fill in Cooling Tower

Package No. 45 Chemical Resin and Filling

3. Interested eligible bidders may obtain further information on the bid form and inspect the bidding documents at Room 514 of China International Tendering Company.

4. A complete set of bidding documents may be purchased by any interested eligible bidder on the submission of a written application to the following address between 9 : 00 and 11 : 00 am/1 : 30 and 4 : 00 pm (Beijing time) from January 15, 2001 (except Sunday and holidays), upon non-refundable payment of RMB 1,000 for each set of Bidding documents.

Requests submitted by mail should include a certified check in the amount currency indicated above plus the post fee of US\$ 50 (abroad) or RMB 50 (domestic) for each set of bidding documents in favor of ITC. In this case, ITC will promptly dispatch the document by express airmail, but under no circumstances can it be held responsible for late delivery or loss of documents so mailed to bidders. ①

5. All bids must be accompanied by a bid security of not less than two per cent (2%) of total bid price and must be delivered in accordance with the instruction to Bidders at 9 : 00 am (Beijing time) on March 15, 2001 and will be public opened immediately thereafter in Xi'an. The bids received after that date and time or which are not accompanied by a bid security furnish as provided in the bidding conditions will not be accepted.

6. China International Tendering Company will not be responsible for any costs or expenses incurred by bidders in connection with the preparation or delivery of bids.

7. In the comparison of bids, ADB's Domestic Preference Scheme will be applied in accordance with the provisions stipulated in the Instruction to Bidders.

China International Tendering Company

Jiuling Building (North Wing)

21 Xisanhuan Beilu, Beijing, China

Tel: Fax: ②

New Words and Phrases

environment improvement project 环境改善工程	written application 书面申请
member countries 成员国	certified check 保付支票
main power building 主厂房	instruction to bidders 投标人须知
bid form 投标函格式	incur 发生, 出现
	comparison of bids 评标, 标书比较

Notes

①In this case, ITC will promptly dispatch the document by express airmail, but *under no circumstances can it be held responsible for late delivery or loss of documents so mailed to bidders.*

斜体为部分倒装句 (Partial Inversion), 因为在 under no circumstances 开头的句子中含有 no 这个词, 通常, 以 never, seldom, not until, only 等加一状语和某些包含 no 的状语开头的句子多用倒装句。如:

Nowhere can you find so many data for the report you prepared.

你在什么地方也找不到这么多的数据用于编写报告。

In no case shall the supplier select a valve with a pressure-temperature rating that is below the design pressure and temperature, or below the class rating specified in the valve list.

在任何情况下, 供货方均不得提供压力—温度值低于设计压力和温度, 或低于阀门清单规定的压力—温度等级的阀门。

②Fax 传真, 发传真; 是 facsimile 的缩写形式, 能够进行图文传递。在这里要注意它和 telex 的区别, telex 指的是电传或发电传, 它只能传递文字, 不能传递图像。国际贸易的迅速发展也促进了国际电讯业务向现代化和多样化的发展, 电话 (telephone or tel.), 电报 (cable), 函件 (correspondence), 电传 (telex), 传真 (facsimile or fax) 和电子邮件, 都是时代的产物, 功能完善, 费用低, 速度快。特别是传真和电子邮件, 不但能传递文字, 还能传递图像, 受到人们的普遍欢迎。

Unit Two Invitation for Bids

(Extensive Readings)

1. Lugouqiao Wastewater Treatment Plant

The People's Republic of China

China International Tendering Company

Beijing Lugouqiao Wastewater Treatment Plant Tendering Committee

Invitation for Bids

Date: June 12, 2002

China International Tendering Company and Beijing Lugouqiao Wastewater Treatment Plant Tendering Committee now invite sealed bids from interested bidders for:

Investment and operation of Lugouqiao Wastewater Treatment Plant (WWTP)

Lugouqiao WWTP is one of the subproject of Second Beijing Environment Project Wastewater component. The catchment area includes the southwest Shijingshan area, the Lugouqiao and Fengtai west area. The total catchment area is 55.8km² and service population is 364,000. The first phase of this plant is 100,000m³/d, total capacity will be

200,000m³/d for the second phase. The project site is located at the south of Yangshu Village in Fengtai District's Kanda area and the east of Beijing Print Material Storehouse. The planned area is 15.96 ha.

Beijing Lugouqiao Wastewater Treatment Plant Tendering Committee will be responsible for the organization and coordination of the whole tendering activity. A tendering office directed by the Tendering Committee will be in charge of the daily work. China International Tendering Company is entrusted by Beijing Lugouqiao Wastewater Treatment Plant Tendering Committee to be the tendering agent of the project and be responsible for the execution of the tendering activity.

Interested bidders may obtain further information from and inspect the bidding documents at the office of China International Tendering Company, Room 514, Jiu Ling Building (North Wing), 21 Xisanhuan Beilu, Beijing 100089, China.

Cable: Tel: Fax:

A complete set of Bidding Documents may be purchased by any interested bidders between 9:00 and 11:00 am/2:00 and 4:00 pm (Beijing time) starting from June 12 to 19, 2002 at the above address (except Saturdays, Sundays and holidays) and upon payment of a non-refundable fee of RMB 5,000 or US \$ 620 equivalent for each set of bidding documents. For mail order, RMB 50 (domestic) or US \$ 50 (abroad) is required.

Bids must be delivered to the above office at or before 10:00 am (Beijing time) on July 29, 2002, and must be accompanied by a bid security of RMB 1,000,000 or US dollar equivalent.

Bids will be opened in the presence of bidders' representatives who choose to attend at 10:00 am (Beijing time) on July 29, 2002 at Room 512, North Wing, Jiu Ling Building, 21 Xisanhuan Beilu, Beijing, China

Name of Tendering Agent: China International Tendering Company (ITC)

Address: 5th Floor, Jiu Ling (North Wing), 21 Xisanhuan Beilu, Beijing 100089, China

Cable: Telex: Tel: Fax:

2. Qingxian-Wuqiao Expressway

The People's Republic of China

China International Tendering Company (ITC)

Invitation for Bids

Bid No. ITC-022001

(ADB Loan No. 1617-PRC)