



SHAHEED BHAGAT SINGH COLLEGE (UNIVERSITY OF DELHI)

Sheikh Sarai, Phase-II, New Delhi, Delhi-110007

Ph.: 011-29250306, Fax: 011-29257472, Website: www.sbsc.in

TENDER DOCUMENT

Tender No. SBSC/331 Dated 01.06.2018

Tender ID _____

TITLE: TENDER NOTICE FOR PROVIDING ARCHITECTURAL CONSULTANCY SERVICES FOR CONSTRUCTION/RENOVATION & OTHER WORKS IN SHAHEED BHAGAT SINGH COLLEGE, (UNIVERSITY OF DELHI) SHEIKH SARAI, PHASE-II, NEW DELHI, DELHI-110017

Start date for submission of the Tender Form	02.06.2018 from 4:00PM
Last Date and time for submission of tender Form	25.06.2018 by 2.00 AM
Date and time of opening of Technical Bids	26.06.2018 at 2.30 PM
Date and time of opening of Financial Bids.	26.06.2018 at 3.00 PM
EMD	Rs. 10,000/- through draft made in favour of Principal, Shaheed Bhagat Singh College payable at Delhi

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I. NOTICE INVITING TENDERS

Shaheed Bhagat Singh College was established as a co-educational college in 1967 as a constituent college of University of Delhi.

Presently, the college is planning to carry out various infrastructural developmental activities of approximately Rs. 15 crores which includes Construction/Renovation of Staff Flats, Auditorium, Development/Renovation of sports ground, Cubicals for teachers and other renovation/construction works.

Therefore, assistance of Architect is essential for quality designing/construction/aesthetics and timely completion of these planned projects.

Online tenders are invited from the practicing reputed registered Architects working as a proprietor of a firm or a partner in a partnership firm or a director in a company who have been registered with the council of Architecture for atleast 10 years and are well conversant with the local building bye-laws of Delhi and MPD-2021. They are expected to carry out all the formalities with the civic agencies including the sanctions/NOCs from different departments of Delhi required to carry out the desired constructions/renovations wherever necessary. They are also expected to prepare the BOQs and other tender documentations in the prescribed format at CPPP (central public procurement portal). Architects having their headquarters in Delhi or nearby areas are eligible to apply provided they have executed at least one group housing project acting as a proprietor or partner in a partnership firm or a director of a company. The architect must have supervised the projects of at least of Rs.4 crores in last 3 years. The scope of the work of the architect can be expanded or curtailed by the competent authority as and when required.

The detailed information of this tender can be obtained from the office or through the website www.sbsc.in or www.eprocure.gov.in. The last date of filing the tender is 25th June 2018 till 2:00 pm. The EMD shall be submitted in offline mode only through draft made in favour of Principal, Shaheed Bhagat Singh College payable at Delhi before the closing date and time of the tender.

(Dr. P.K. Khurana)

Principal

II. INSTRUCTIONS TO THE BIDDER

1. GENERAL

(i) Estimated value of the works is 15 crores (approx.), which includes construction/renovation of Staff Flats, Auditorium, Development/Renovation of sports ground, Cubicals for teachers and other renovation/construction works.

(ii) Tenderers can inspect and examine the site and its surroundings and satisfy themselves before submitting the tenders and obtain all necessary information which they feel is necessary to submit their tender.

(iii) The bidders are advised to quote their consultancy fee for executing the job in Only in online mode at CPPP.

2. SUBMISSION OF TENDER

Tenders shall be submitted only in online mode on central public procurement portal at www.eprocure.gov.in which contains the two parts: -

i) “Technical Bid”

The online packet of Technical bid shall contain all the documents in the pdf form required for Qualifying Criteria mentioned in Technical bid format.

ii) “Financial Bid”

The online packet of Financial bid shall contain the consultancy fee for executing the jobs in *percentage form (percentage of cost of construction work)* in excel format only at CPPP. No condition i.e., deviations / assumptions/stipulations / clarifications / comments / any other request whatsoever should be imposed. The conditional offers will be rejected.

3. VALIDITY OF OFFER

Tender submitted by tenderers shall remain valid for acceptance for a minimum period of 90 days from the date of opening of the tenders. The tenderers shall not be entitled during the said period of 90 days, to revoke or cancel their Tender or to vary the Tender given or any term thereof, without the consent in writing of the Principal SBSC. In case of tenderers revoking or cancelling their tenders or varying any terms in regard thereof without

the consent of Principal SBSC in writing, SBSC shall forfeit earnest money paid by them along with their tender without giving any notice.

4. ACCEPTANCE/ REJECTION OF TENDER

- (i) SBSC does not bind itself to accept the lowest tender.
- (ii) SBSC also reserves the right to accept or reject any or all tenders without assigning any reason whatsoever.
- (iii) SBSC also reserves the absolute right to reject any or all the tenders at any time solely based on the past unsatisfactory performance by the bidder(s) the opinion/decision of SBSC regarding the same shall be final and conclusive.
- (iv) It will be obligatory on the part of the tenderer to sign the tender documents for all the components and parts. After the work is awarded he will have to enter into an agreement on proforma to be provided by the SBSC for work awarded, on a non-judicial stamp paper of requisite value at its own cost.

III. CONDITIONS OF THE CONTRACT

- 1) College/ Governing Body/Building Committee/Principal SBSC shall mean “The Competent Authority” and shall include their legal representatives, successors and permitted assigns.
- 2) The “Site” shall mean the land and/or other places on into or through which work is to be executed under the contract for the purpose of carrying out the contract.
- 3) The “Architect(s)” shall mean the individual who is a proprietor or a partner in partnership firm or a director/ principal architect/architect in a company. Company/LLP themselves cannot participate in this tender as a separate legal entity.
- 4) The conduct of the Architects shall be honest and faithful to the college. The architects shall not indulge in any sort of connivance with Contractor with any intention of causing any loss or injury to the college.
- 5) The competent authority may additionally assign the PMC (Project Management Consultancy) to supervise the day to day progress of the work to the architect or to any other person at a remuneration it may deem fit.

IV. SCOPE OF WORK

The work includes construction/renovation of Staff Flats, Auditorium, Development/Renovation of sports ground, Cubicals for teachers and other renovation/construction works.

I. Preliminary Stage

The Architects shall render the following services:

A. Preparation of Drawings:

(a) Prepare Architectural drawings of proposed work including all internal and external utility services like water supply, sewerage, storm water drainage, electrical, fire -fighting, telephone conduit, based on the available features of existing layout. However, the SBSC reserves the right to exclude any of the above services from the scope of the Architects work.

(b) Prepare Electrical drawings of proposed work based on the existing Electrical setup (i.e. existing transformer and Gen set, etc.).The Architect should submit the above drawings to the SBSC and modify them if considered necessary by the SBSC.

(c) Obtain approval of the SBSC to (a and b) above. Site inspections for finalization of above details shall be conducted by the Architects at their own cost.

B. Obtaining statutory approvals:

(a) To prepare and submit the required drawings and details for approval of the drawings, plans/ obtaining Clearances from the Competent Authority/Statutory Bodies such as MCD, DDA, Fire, and Electrical Departments (as applicable) according to the local Acts, Laws, Regulations etc. and make any changes desired by such authorities and obtain final approval and completion certificate from these authorities after completion of the building if required.

(b) Power enhancement- To prepare and submit the required drawing and details to Electricity board for approval and obtain the power enhancement from BSES or any other agency.

II. Working Drawing Stage

The preparation of detailed working drawings with details incorporating services and schedule of quantities and also incorporating details of the existing building. This will include:-

(a) Preparation of working and detailed architectural and structural drawings of the proposed works after studying the various details of the existing building. The Internal, External water supply and sanitary drawings to be prepared after studying the existing drawings and existing water supply and sanitary lines as well. The electrical drawings and layouts of the proposed work and other allied installations to be prepared after studying already laid electrical and power lines in the existing building. Electrical work of the proposed area should be designed in such a way to suit to the existing electrical layout and related installations. Details of structural design for whole of the work or in part to facilitate call of tender in stages by SBSC if required.

(b) Obtain the approval of the SBSC to above and modify them if considered necessary by the SBSC

(c) Obtain the approval of the SBSC to (a) and (b) above and to all computations of all structural designs and all services designs which shall be in accordance with the latest IS codes of practice. Such detailed computation of all designs shall be made available to the college for any check, the college may like to exercise, before sanction of detailed estimates and call of tenders. The Architects shall indicate the names of his Associates, for various services and structural designs, their organization, qualification and experience and get the same approved from the college and shall be fully responsible for the correctness and accuracy of structural and services designs and the responsibility for safety of the structure shall be entirely that of the Architects notwithstanding the approval of the college of these designs. The

Architects and their Associates, if any, shall certify in writing that the designs are in accordance with the up-to-date and relevant codes of practice.

(d) Obtain approval of local authorities, if any, and make changes required by them.

(e) Direct and co-ordinate the Architectural, Engineering and surveying work and prepare (with help of surveyors and other associates, as necessary) complete working details, schedules, specifications and bill of quantities to describe the whole project adequately for the purposes of taking the approval of the college as well as the approval of local authorities.

(f) Prepare specifications, detailed cost estimate and such other details along with detailed calculation of all items of work for all work detailed in clause I {A (a and b)} and I {B (a and b)} and other works (as deemed fit for completion of the project) etc., as may be necessary for the purpose of inviting Tenders, scrutinizing and advising on the Tenders for selection of suitable Contractor and render all professional services up to the time of handing over the possession of the projects.

(g) The Architect shall prepare the tender for construction/renovation works contract and prepare the BOQs as per the required format for online tendering at Central Public Procurement Portal (CPPP).

III Construction Stage

a) Supply to the college two copies of the detailed working drawings, specifications, etc. free of charge for use during execution of work

b) Supply to the College such further drawings, specifications or details which may be required for proper execution of the work.

c) Obtain college's approval for any material, deviation in design, cost, working drawings, schedule and specifications from the approved scheme.

d) Visit the site of work and provide periodic supervision as and when necessary to clarify any decision or interpretation of the drawings and specifications that may be necessary and attend conferences and meetings, as and when required.

e) Checking of contractor bills from time to time.

IV. Completion Stage

(a) Obtain completion and occupation certificates, wherever necessary from the local bodies after completion of work and supply the same to the College.

(b) Prepare completion drawings on suitable scale including scale plans, elevations and cross sections, etc., indicating the details of the buildings and services as completed, and supply 2 sets of completion drawings to the College and also hand over the originals of the completion drawings to the College.

(c) Assist the College in arbitration/litigation case that may arise out of the contract entered into in respect of above work, regarding clarifications/interpretations, supply of drawings, designs, specifications as and when required.

V. Payment of Remuneration:

(a) The Consultancy fee:

The College agrees to pay to the Architects for the comprehensive professional services to be rendered by them as herein above described at Clauses (I, II, III and IV) as described above. A fee as mentioned at Annexure-III including entrusted services on admissible items (clause VI) subject to a ceiling of cost of the corresponding items as per sanctioned estimate as per clause II(f) or in the event of change in the scope of work leading to recasting of the said estimate the ceiling shall be based on such revised sanctioned cost of the modified proposal.

(b) The above fee at V (a) is inclusive of fee payable by the Architects to any other Consultants/Associate(s) and nothing extra shall be payable by the college for this purpose.

(c) Mode of Payment:

Percentage of cost as paid to the contractor on completion. The total fees shall be calculated on the basis of work as per accepted tendered cost of the items entrusted to the Architects excluding cost of items as per clause-VI below:-

VI. The Cost

(a) Plan approval and service connection deposited and fees payable to local and/or Statutory Body by the College.

(b) Any other services, fittings and fixtures which are not designed, planned by the Architects.

- (c) Any expenditure as a result of demolition etc., ordered by the College or any statutory body.
- (d) Escalation in the cost of work due to increase in rates of materials after award of work, if any.
- (e) Any deviation in the items of work not authorized by the College, prior to its execution.

VII. Security deposit

An amount equivalent to 10% (ten percent) of the total amount payable to the Architects shall be deducted progressively from each bill towards the Security Deposit for fulfilling the terms of contract faithfully and honestly. The EMD of the successful tenderer shall be converted into Security deposit. The total amount of security deposit to be deducted shall be 10% of the total fee payable to the architect including the EMD amount. The Security deposit will be refunded after the completion of the project in all respect and submission of completion certificate from the local authority, if required.

VIII. Additions and alterations:

(i) The College shall have the right to request in writing for additions, alterations, modifications or deletions in the design and drawing of any part of the work and to request in writing for additional work in connection therewith and the Architects shall comply with such requests.

(ii) That if the College deviates substantially from the original scheme which involves for its proper execution extra services, expenses and extra labour on the part of the Architects for making changes and additions to the drawings, specifications or other documents due to rendering major part or whole of his work infructuous, the Architects may then be compensated for such extra services and expenses on quantum merit basis at percentage applicable under this agreement and to be determined mutually unless such changes, alterations are due to Architect's omissions and/or discrepancies, including changes under clause I (A) and (B), II (c) and (d) due to changes required by Architects of all internal, external services.

The decision of the College shall be final on whether the deviations and additions are substantial as requiring any compensation to be paid to the Architects. However, for the

minor modification or alteration which does not affect the entire design, planning etc., no amount will be payable.

(iii) If it is found after call of tenders that the acceptable tender is not within the amount sanctioned, the Architects shall, if so desired by the College, take steps to carry out necessary modifications in the design and specifications to see that the tendered cost does not exceed the amount of corresponding sanction by more than 5% (five percent).

The Architects shall not be paid anything extra for such modification. If the College is convinced that the trend of the market rates is such that the work cannot be done within the amount of sanctioned estimate, the Architects shall submit a revised estimate expeditiously for obtaining sanction of the Competent Authority.

(iv) The Architects shall not make any material deviation, alteration, addition to or omission from the work shown and described in the contracts documents except without first obtaining the written consent of the college.

(v) The cost of individual work shall not exceed the sanctioned estimates as approved by the College. College's approval in advance shall be taken for any such increase anticipated giving full justification.

IX. Time schedule:

The commencement of work shall be considered from the date of signing of the agreement and the architect shall carry out the work within prescribed time as decided by the college from time to time.

X. Termination

The College without any prejudice to its right against the Architects in respect of any delay or otherwise or to any claims or damages in respect of any breaches of the contracts and without prejudice to any rights or remedies under any of the provisions of this contract, may terminate the contract by giving one month's notice in writing to the Architects and in the event of such termination, the Architect shall be liable to refund the excess payment, if any, made to him over and above what is due in terms of this agreement on the date of termination and the College may make full use of all or any of the drawings prepared by the Architects.

Termination of the Contract by the Architects shall be subject to levy of a suitable compensation by the College, quantum of which shall be decided by the Competent Authority upto a maximum of the security deposit.

XI. Arbitration

Any dispute of any kind whatsoever at any time(s) arising out of or in connection with or touching upon or incidental to this Agreement (including any dispute or difference regarding the interpretation or termination of this Agreement or any part or portion thereof) shall be referred to the Principal of the college who may, nominate a person from legal background to act as a Sole Arbitrator. The Architect will not be entitled to raise any objection to any such arbitrator and the award of the arbitrator so appointed shall be final, conclusive and binding on all parties to the agreement, subject to the provisions of the Arbitration and Conciliation Act 1996 or any statutory modification or re-enactment thereof and the rules made thereunder and for the time being in force shall apply to the arbitrator proceedings under this clause.

The venue of the Arbitration shall be New Delhi only and the Courts at New Delhi shall have exclusive jurisdiction. The Architects shall continue to perform their duties with diligence notwithstanding the fact that a dispute has been referred to arbitration or any dispute or difference has arisen. It is also the term of the agreement that if the Architects do not make demand for arbitration in respect of any item in writing within 90 days of receiving intimation from the College that the final bill is ready for payment, the claim of the Architects will be deemed to have been waived and absolutely barred and the College shall be discharged and released of all liabilities under the agreement in respect of this claim.

XII. Number of Drawings sets, etc., and Copy Right

All the estimates, details of quantities, detailed designs, reports and any other details envisaged under this Agreement, including drawing-architectural, structural, electrical, air-conditioning or other services (Internal and External) would be supplied by the Architects as indicated above, but not less than four sets of prints and one reproducible copy in A-1 size. All these drawings will become the property of the College and it will have the right to use the same anywhere else. In that event, the College will pay a royalty to the Architects on

mutually acceptable basis. The drawing cannot be issued to any other person, firm or authority or used by the Architects for any other project. No copies of any drawing or document shall be issued to any one except the College and his authorized representative.

XIII. Guarantee:-

The Architects shall agree to re-design at their cost any portion of their engineering and design work, which due to their failure to use a reasonable degree of design skill, shall become defective within one year from the date of start of regular use of the portion of the work affected.

The College shall grant right of access to the Architects to these portions of the work claimed to be defectives for inspection.

The College may make good the loss by recovery from the dues of the Architects in case of failure to comply with the above clause.

XIV. Miscellaneous

The College reserves the right to postpone or not to execute any work and the Architects shall not be entitled to any claim for non-execution of the work. In the event of suspension of work by the College for any reasons and if the College does not decide about the resumption of work within six months from the date of suspension, the remuneration for the quantum of services rendered by the Architects upto the date of suspension shall be paid by the College in accordance with the schedule of payment.

If the services upto a certain stage had not been fully rendered by the Architect the remuneration shall be released proportionate to the services rendered upto that stage. On resumption of work the remuneration thus paid shall be adjusted against full remuneration allotted for that stage subject to completion of services pertaining to that stage.

V. TECHNICAL BID (QUALIFYING CRITERIA)

Tenderers having following valid documents will be technically qualified and considered for opening of their price/financial bid. Technically qualified parties have no right to claim for award of the work if they fail to produce the documents to the satisfaction of college authorities. The College reserves the right to cancel or award the work to any party/tenderers.

TECHNICAL BID CRITERIA

Qualifying criteria	Document required in pdf form in Technical bid
1. EMD in form of demand draft/pay order in favour of the “Principal Shaheed Bhagat Singh College” payable at New Delhi.	Copy of EMD draft (Note : Original draft to be submitted before the opening of the bids in the office of Sr. P.A to Principal)
2. Registration with Council of Architecture for at least 10 years.	Copy of the Registration Certificate of the architect valid as on date.
3. Should have designed/carried out architectural work of at least one group housing project of not less than 2 acres.	Copy of Completion/award of contract given to the architect’s firm/company in which he was a director. (If the architect’s company was given the contract of group housing then Submit the proof directorship/principal Architect/architect of the company)
4. Must have done designing/ other architectural work of any educational	Copy of document substantiating the proof.

institution.	
5. The architect or his firm must not have been black listed by any of the Departments/Autonomous Institutions/Universities/Public Sector Undertakings of the Government of India or Government of NCT of Delhi or any other State Government or Public Sector Banks or Local Bodies/Municipalities and no criminal case is pending against the said firm/agency/Company.	Attach copy of Affidavit on Rs. 10 stamp paper “That me/ my firm /company has never been black listed or my services has never been discontinued for unsatisfactory work by any of the Departments/Autonomous Institutions/Universities/Public Sector Undertakings of the Government of India or Government of NCT of Delhi or any other State Government or Public Sector Banks or Local Bodies/Municipalities and no criminal case is pending against the said firm/agency/Company as on _____”
6. Must have successfully completed at least 3 projects of total 4 crores in last 3 years	Copy of appreciation letters/other document mentioning successful completion of these projects.
7. Details of the Architect	<ol style="list-style-type: none"> 1. Copy of the PAN card 2. Copy of address proof 3. Copy of ID Proof 4. Mobile Number

Note: IN THE ABSENCE OF SUPPORTING DOCUMENTS, THE OFFERS SHALL BE REJECTED AND THE PRICE BIDS OF THE BIDDERS WHO DO NOT MEET THE QUALIFYING REQUIREMENTS IN THE TECHNICAL BID WILL NOT BE OPENED.

VI. FINANCIAL BID

NAME OF THE TENDERER.....	
FINANCIAL BID AS PERCENTAGE OF COST OF WORK	PERCENTAGE IN FIGURES (.....)
	_____ (% IN WORDS)

