

## **NABARD CONSULTANCY SERVICES PVT. LTD**

*Invitation of Technical Bid and Financial Bid for  
“Comprehensive Consultancy Work for*

- 1) Designing & Preparation of Architectural, Structural, Services & Construction Drawings in respect of Civil, Electrical and Plumbing works etc of approximately 400 Godowns*
- 2) BOQ, Rate Analysis and estimates for Construction of approximately 400 Godowns in Co-operative Sector for Govt. of Odisha in the State of Odisha” and*
- 3) Preparation of Architectural, Structural, Services & Construction Drawings only in respect of Civil, Electrical and Plumbing works etc in respect of 178 godowns under first phase, for which the tender has already been floated and design is available with NABCONS.*

**Last Date and Time of Submission : 12.05.2014 by 17: 00 hrs**

**Date and Time of Opening of Tender : 13.05.2014 at 11: 30 hrs**

**Principal Consultant, NABCONS,**

**C/o NABARD**

**Ankur, 2/1, Nayapalli Civic Centre, Bhubaneswar-751015**

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## NOTICE INVITING **TECHNICAL AND FINANCIAL BID**

M/s \_\_\_\_\_  
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Sub: Invitation of Technical bid and Financial bid for “*Comprehensive Consultancy Work for*

- 1) *Designing & Preparation of Architectural, Structural, Services & Construction Drawings in respect of Civil, Electrical and Plumbing works etc of approximately 400 Godowns*
- 2) *BOQ, Rate Analysis and estimates for Construction of approximately 400 Godowns in Co-operative Sector for Govt. of Odisha in the State of Odisha” and*
- 3) *Preparation of Architectural, Structural, Services & Construction Drawings only in respect of Civil, Electrical and Plumbing works etc in respect of 178 godowns under first phase, for which the tender has already been floated and design is available with NABCONS.*

1. **Percentage Rate (%age Rate)** Sealed tenders are invited by NABCONS, Odisha, Bhubaneswar in Double cover system (Cover-I: TECHNICAL BID & Cover-II:- FINANCIAL BID) in %age of accepted tender cost for appointment of Architect/Consultant for “*Comprehensive Consultancy Work for 1) Designing & Preparation of Architectural, Structural, Services & Construction Drawings in respect of Civil, Electrical and Plumbing works etc of approximately 400 Godowns 2) BOQ, Rate Analysis and estimates for Construction of approximately 400 Godowns in Co-operative Sector for Govt. of Odisha in the State of Odisha” and 3) Preparation of Architectural, Structural, Services & Construction Drawings only in respect of Civil, Electrical and Plumbing works etc in respect of 178 godowns under first phase, for which the tender has already been floated.* as per the specifications laid down in this Tender Document. The total project cost is placed at about Rs.220.00 crores.

Date and Time up to which offers will be received : 12.05.2014 by 17: 00 hrs  
Date and Time of opening of Tender : 13.05.2014 at 11: 30 hrs

**Minimum eligibility criteria:** The Architect/ consultant

- Should have minimum qualification of B.Tech/Bsc. Engg./B.E. (Civil Engr.), M.Tech./M.E. (Structural Engineering)
- Should have at least 10 years of experience in the field of design consultancy for designing of Building structure, RCC foundation, Pile foundation, truss roofing and Structural works as per latest BIS Codes
- Should have completed at least three assignments of similar nature or industrial structure designs for PSUs/ reputed industries / institutes/Govt. in last 5 years
- Should be registered with the appropriate authority / body for the business of consulting / designing, including service tax registration.

**(Supporting documents in respect of above should be enclosed)**

2. Sealed Tender in Double cover system (Cover-I: TECHNICAL BID & Cover-II:- FINANCIAL BID).

- a) **Last Date of Receipt of Tender Paper:** The Tenderer should furnish in separate sealed covers; the first sealed cover should contain all the information relating their eligibility in addition to the special condition if any in sealed Cover. On the top of the cover, it should clearly mentioned in bold letter ‘ (COVER-I : TECHNICAL BID)’. The Second sealed cover should contain the ‘FINANCIAL BID’ and top of the cover it should be mentioned in bold letter ‘ (COVER-II : FINANCIAL BID)’. Both covers should be kept inside one sealed packet super scribing on the top with “ **TENDER FOR DESIGN CONSULTANT**’ before **17: 00 hrs on 12.05.2014**. The tender received after due date and

time will be summarily rejected.

- b) **Date and Time of Opening of Tender Paper Cover-I: Cover-I shall be opened at 11:30 hrs on 13.05.2014** in the office of the Principal Consultant /Chief General Manager, NABCONS, C/O NABARD Regional Office, Ankur, 2/1 Nayapalli Civic Centre, Bhubaneswar-751015, Odisha. in presence of the Tenderers or their authorized representatives.
- c) **Date and Time of Opening of Tender Paper: Cover-II:** - Cover –II containing Financial Bid (As given in Annexure – IV) shall be opened on a later date which will be intimated to eligible bidder. after finalization of technical bid to those tenderers who will be found eligible as per eligibility criteria mentioned here under.

Tender received after last date and time shall not be entertained. NABCONS shall not be responsible for postal delays/loss.

3. Tenders should be filled with neat, legible and correct entries. Indistinct figures should be avoided. The amount/rates should be filled in figures as well as in words. Correction/Omission/Overwriting/Cuttings should be dated and initialed. Being different in words and figures, the rate written in words shall be taken for calculation.

4. The Tender should be signed at all places provided therein. Also all pages and corrections/alterations should be initialed. Each page of the Tender document is required to be signed along with the seal by the authorized person/persons submitting the Tender in token of his/their having acquainted themselves with the Notice Inviting Financial Bid, Instructions to Tenderers, Standard Conditions of Contract, Special Conditions of Contract, Tender Schedule and all other clauses of this tender document. Tender Document not so signed may be rejected.

5. NABCONS therefore invites to submit Technical & Financial Bid along with brief write-up on analysis and design in prescribed proforma (Enclosed as **Annexure-I**) for carrying out above consultancy work. The professional fee for the design consultancy works may be quoted in the prescribed format, in terms of **%age of total project cost**. The tenderer is required to submit the following documents along with the offer:

- i) Copy of PAN card
- ii) Service tax registration certificate
- iii) Constitution of firm

6. Signing & submitting this financial bid will form a binding contract on bidder in case of acceptance of bid in accordance with the general terms & conditions of the bid at **Annexure - III** enclosed herewith.

7. The role of Architect/Consultant will start from the time he is appointed till 1 year after the completion of project or of the completion of the Principal Project, whichever is later.

8. The Tenderer shall be intimated about the Award of Work.

9. The Tender shall remain open for acceptance for 60 days from the date of opening of tender.

10. NABARD Consultancy Services Pvt.Ltd., reserves the right to reject the Tender without assigning any reason.

11 The Notice Inviting Financial Bid and the enclosed Specifications, Instructions to Tenderers, Standard Conditions, Special Conditions, Offer Forms, Tender Schedule shall form the part of Tender Document. This document consists of **19 pages including** one index page and one cover Page.

**For NABCONS**

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## **NABARD CONSULTANCY SERVICES PVT.LTD**

### **INSTRUCTIONS TO TENDERER**

NABARD Consultancy Services Pvt. Ltd (NABCONS) proposes to call for Technical Bid and Financial Bid for appointment of Architect/Consultant for *“Comprehensive Consultancy Work for;*

- 1) Designing & Preparation of Architectural, Structural, Services & Construction Drawings in respect of Civil, Electrical and Plumbing works etc of approximately 400 Godowns*
- 2) BOQ, Rate Analysis and estimates for Construction of approximately 400 Godowns in Co-operative Sector for Govt. of Odisha in the State of Odisha” and*
- 3) Preparation of Architectural, Structural, Services & Construction Drawings only in respect of Civil, Electrical and Plumbing works etc in respect of 178 godowns under first phase, for which the tender has already been floated and design is available with NABCONS.*

#### **1.0 General:**

Date & Time up to which offers will be received : **12.05.2014 by 17: 00 hrs**

Date & Time of Opening of the Tender : **13.05.2014 by 11: 30 hrs**

Envelope containing the Tender to be addressed to

**Principal Consultant, NABCONS, C/o NABARD**

**Ankur, 2/1, Nayapalli Civic Centre, Bhubaneswar-751015 (Odisha), India**

**2.0 Financial bid -:** This shall consist of Offer Form for Financial bid and the tender schedule duly filled in the format specified herein in accordance with the instructions and other relevant provisions mentioned in this tender document.

#### **2.1 Documents to be submitted by Tenderer:**

1. The offer form (marked as Financial Bid in Annexure – III) stamped, dated, and signed.
2. The Tender schedule (Annexure – IV) in original duly filled in accordance with the instructions and terms given herein and in the Special Conditions of the Contract.

3. The entire tender document in original stamped dated and signed on each page.

**Note:**

- a. All the tender papers should be serially numbered. The Page No.1 (One) of the tender document should be kept as page no. 1 (One).
- b. NABCONS reserves the right of accepting the whole or any part of the tender and the tenderer shall be bound to perform the same at the rates quoted. In such case, NABCONS also reserves the right to award the balance part of the tender and / or any other consultancy work to other agencies at the sole discretion of NABCONS. The decision of NABCONS in this regard shall be final and binding on the Architect/Consultant and no claim of whatsoever nature shall be entertained from the Architect/Consultant on this account.
- c. The tender for the work shall remain open for acceptance for a period of 60 days from the date of opening of tender. If the tenderer withdraws his tender before the same period or makes any modifications in the terms and conditions of the tender which are not acceptable to NABCONS, then NABCONS shall, without prejudice to any other right or remedy, be at liberty to ban the tenderer for future projects.
- d. Escalation in price(s) shall not be payable for whatsoever reasons.
- e. The successful tenderer / Architect/Consultant, on acceptance of his tender by NABCONS, shall be required within 5 working days to sign the contract agreement consisting of all tender documents.

### 3.0 Description of the Project

#### 3.1 Project Brief

NABCONS has been appointed as Project Management Consultant (PMC) for construction of around 600 rural godowns for Co-operative Sector for Govt. of Odisha in the State of Odisha. **The design consultancy works relating to first phase godowns (comprising of construction of 178 Godowns) has already been completed except for the preparation of detailed drawings. Hence, the present advertisement for design consultancy is meant for the balance of around 400 godowns and also detailed drawings in respect of 178 godowns under first phase. The scope of work for 400 godowns is mentioned at Annexure II and the scope of work for detailed drawings for 178 godowns is mentioned in Annexure IIA.**

#### 4.0 Request for Price Bid

The Tenderer is requested to quote the professional fee in the bid as per the format indicated in Annexure - IV.

#### 5.0 Scope of Work

The Tenderer shall be primarily accountable for all the activities carried out during the implementation of above consultancy works. Further the Architect/Consultant's role will be that of the representative of NABCONS and shall include liaison/ co ordination/ interaction etc with other Consultants/ contractors/ suppliers. The role of the Architect/Consultant is made in such a way that it shall give him an over view of all the activities involved during the project further enabling him to exercise certain degree of control over the other Consultants. **The detailed scope of work is enclosed at Annexure – II and Annexure IIA.**

6.0 Tender is not transferable. NABCONS reserves the right to reject the tender in part or full at his sole discretion without assigning any reasons.

7.0 Tenderer is invited to quote the rates in the enclosed schedule in accordance with the above instructions and special conditions of contract.

8.0 The Tenderer must ensure that the conditions laid down for submission of offers detailed in the preceding paras are completely and correctly fulfilled. Tender, which is not complete in all respects as stipulated above, may be summarily rejected.

9.0 Offer sent by post should be by 'Registered post/Speed Post' with acknowledgement duly addressed to:

**Principal Consultant, NABCONS,  
C/o NABARD  
Ankur, 2/1, Nayapalli Civic Centre, Bhubaneswar-751015**

The tenderer can also submit the bids in the designated box, kept in the office of NABCONS at 3<sup>rd</sup> floor of the above address.

It is the responsibility of the tenderer to ensure that the tender reaches NABCONS office before the stipulated time and date. NABCONS will not be responsible for any delay for any reason what so ever.

10. Evaluation Criteria :

The evaluation will be based on the total marks of 100. Technical evaluation will carry a weightage of 70 marks and financial evaluation will carry a weightage of 30 marks.

The evaluation criteria for technical proposal will be based on the following basis;

- 60 % marks for technical capability, experience, presentation in the interview and overall interview performance
- 10 % marks for documents to be submitted along with tender documents
- 30% marks on site/ office visit and inspection of works done by the tenderer.

Financial bids will be opened only in respect of those who score 70 % marks in technical evaluation.

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**NABARD CONSULTANCY SERVICES PVT.LTD**

**STANDARD CONDITIONS OF CONTRACT**

*“Comprehensive Consultancy Work for 1) Designing & Preparation of Architectural, Structural, Services & Construction Drawings in respect of Civil, Electrical and Plumbing works etc of approximately 400 Godowns 2) BOQ, Rate Analysis and estimates for Construction of approximately 400 Godowns in Co-operative Sector for Govt. of Odisha in the State of Odisha” and 3) Preparation of Architectural, Structural, Services & Construction Drawings only in respect of Civil, Electrical and Plumbing works etc in respect of 178 godowns under first phase, for which the tender has already been floated and design is available with NABCONS.*

**A. Definitions and Interpretation**

- (i) “Approved” means approved by NABCONS’s authorized officials in writing including subsequent confirmation of previous approval and “Approval” means approval by NABCONS’s authorized officials in writing as aforesaid.
- (ii) “Employer” or “NABCONS” means “NABARD Consultancy Services Pvt. Ltd” which expression shall unless excluded by or repugnant to the context include NABCONS’s officials.
- (iii) “NABCONS’s authorized officials mean the official designated by NABCONS.
- (iv) “Architect/Consultant” means Architect/Consultant appointed by NABCONS.
- (v) “Tender cost” means the cost at which the work is awarded to the contractor for execution and includes all such works assigned by NABCONS.
- (vi) “Site/ Premises” shall mean plot for construction of Godown.

**B. FAILURE AND TERMINATION.**

- a) In case of violation of terms & conditions of the contract, the contract may be terminated by NABCONS by giving a written notice of 15 days from the date of the letter to the other party for submitting the reasons thereof. Even after termination of their contract, the Architect/Consultant shall remain liable and be responsible for due certification of any design details and estimates submitted by them at any time in respect of the work executed before the termination of the Architect/Consultant’s appointment, but shall not be entitled to additional remuneration thereof.
- b) (i) If the Architect/Consultant fails to adhere to the time schedule stipulated elsewhere or the extended time which may be granted by NABCONS at its sole discretion or agreed upon by NABCONS, or  
  
(ii) In case there is any change in the constitution of the firm of the Architect/Consultant for any reason whatsoever, NABCONS shall be entitled to terminate this work and entrust the work to some other Architect/Consultant at their risk and cost.
- c) In case of termination under sub-clause B (a) or (b) above, the Architect/Consultant shall not be entitled to any fee or compensation except the fee payable to them for the work actually done. In such cases the decision of NABCONS as to what is the work actually done and what is the amount of fee due to the Architect/Consultant on the basis of actual work done shall be final and binding on the Architect/Consultant.



- d) In case of the termination under sub-clause B (α) or (β) above, NABCONS may make use of all or any drawings, estimates or other documents prepared by the Architect/Consultant after payment for the services of the Architect/Consultant for preparation of the same in full as provided herein.

**1.0 Transfer of Interest**

Neither NABCONS nor the Architect/Consultant shall assign, sublet or transfer their interest in this work without the written consent of the other.

**2.0 Arbitration**

In the event of any dispute between the parties regarding terms and conditions or any transaction effected pursuant to the terms and conditions or otherwise arising out of these terms and conditions including any claim or one against the other for money, will be referred to arbitral proceedings. The Arbitral proceedings shall be conducted in accordance with the provisions of the Arbitration and Conciliation Act, 1996 (No. 26 of 1996) or any other Act governing the arbitral proceedings prevailing at that time. Chief Executive Officer/NABCONS shall appoint the Sole Arbitrator on a reference made by either of the parties, whose decision shall be binding on both the parties. The arbitrator's fee shall be decided by CEO / NABCONS. The venue of arbitration shall be Bhubaneswar. The language of arbitration shall be English.

**3.0 General**

- a. The scrutiny of the drawings, designs, Estimates and tender documents by NABCONS's own Consultant/ supervisory staff, if any, does not absolve the Architect/Consultant of his responsibility under the terms and conditions. The Architect/Consultant shall remain solely responsible for correctness of the drawings and designs issued by him as well as other associates appointed by him.
- b. The Architect/Consultant hereby agrees that the fee to be paid as provided herein shall be in full discharge of functions to be performed by him and no claim whatsoever shall be made against NABCONS in respect of any proprietary rights or copy rights on the part of any other party relating to the plans, models and drawings.
- c. The Architect/Consultant shall indemnify and keep indemnified NABCONS against any such claims and against all costs and expenses, if paid by NABCONS in defending himself against such claims.

**4.0 Compensation for delay:-**

The time for carrying out the work, as specified in the Annexure II shall be strictly adhered to and abided by the Architect/Consultant and shall be deemed to be the essence of the contract on the part of the Architect/Consultant. The work shall be carried out with due diligence throughout the stipulated period of the contract and in the event of proven failure of the Architect/Consultant to complete the work within the given time schedule, as specified above, or subsequently notified to them, the Architect/Consultant shall pay compensation, of an amount equal to 2% (two percent) of the fee payable for the work for every week that the work remains incomplete after the specified date. However, the compensation shall be calculated based on the stage of completion of works at the particular stage in comparison to the stage of work that the Architect/Consultant was supposed to carry out within the specified time, in terms of the schedule mentioned in Annexure II.

**5.0 Miscellaneous**

5.1. Successful tenderer/consultant would be given maximum three (3) working days time or less time, as the case may be, from the date of issue of the letter of award of contract, to convey his acceptance. In case tenderer/consultant fails to accept the offer of award of contract, the tenderer/consultant shall be debarred from participating in the future tender of NABCONS for a period of one year or more as will be decided by NABCONS.

5.2. Till the formal agreement is signed between Architect/Consultant and NABCONS, this tender document will form a binding agreement with NABCONS. The terms & conditions of the tender document will be binding on both the parties.

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## Annexure II

### SPECIAL CONDITIONS OF CONTRACT

#### Scope of Work:

*“Comprehensive Consultancy Work for 1) Designing & Preparation of Architectural, Structural, Services & Construction Drawings in respect of Civil, Electrical and Plumbing works etc of approximately 400 Godowns 2) BOQ, Rate Analysis and estimates for Construction of approximately 400 Godowns in Co-operative Sector for Govt. of Odisha in the State of Odisha” and 3) Preparation of Architectural, Structural, Services & Construction Drawings only in respect of Civil, Electrical and Plumbing works etc in respect of 178 godowns under first phase, for which the tender has already been floated and design is available with NABCONS.*

The brief Scope of Work for the Architect/Consultant to be engaged for above project shall be as under:

S.No.	Description of items	Time Frame from date of Project given to Architect/consultant for each phase
<b>Scope of Consultancy</b>		
1	<p>Comprehensive Consultancy Services for preparation of Architectural, Structural &amp; Services design &amp; drawings of the Godowns &amp; ancillary including all the working drawings on the basis of functional requirements indicated by NABCONS or any official authorized by them.</p> <p>The scope of work shall <i>interalia</i> include:</p> <ol style="list-style-type: none"> <li>1. Carrying out thorough examination of data/plans in DPR.</li> <li>2. Taking initial measurements and levels of site from the plans or report.</li> <li>3. Development of building site plan &amp; lay out plans based on the details supplied by NABCONS. The plans and drawings should be as per the byelaws applicable. <b>NABCONS Architect/Consultant should participate in discussions along with NABCONS officials during technical scrutiny by State Govt. officials</b></li> <li>4. Development, preparation and supplying of detailed computerized layout plans including all architectural drawings such as elevations, sections, facades, including specifications for all the items such as flooring, doors, windows, ventilators etc, with latest National Building Code of India/BIS Code with detailed design booklet and drawings in Auto CAD and STAD Pro.</li> <li>5. Development, preparation and supplying of detailed computerized plans, design, drawings and specifications of RCC foundation of suitable type.</li> <li>6. Development, preparation and supplying of detailed computerized plans including specifications of complete system of water supply, sanitary works &amp; drainage system in consultation with client, as per BIS Codes.</li> <li>7. Design and preparation of drawings of sewerage collection &amp; treatment pits, waste/reject water treatment system as per requirements.</li> <li>8. Preparation of drawings for external development works such as roads, pathways, boundary wall, external drainage and main gate.(IF REQUIRED)</li> <li>9. Design and preparation of drawings for internal electrification.</li> <li>10. Preparation of BOQ, carrying out rate analysis &amp; working out estimated cost, preparation of tender documents <b>for Financial Bid</b></li> <li>11. Support in evaluation and analysis of Tenders and offering technical comments on the same.</li> <li>12. Preparation and supplying of working drawings of all works (good for execution)</li> <li>13. Preparation &amp; supplying PERT/CPM Chart of all work.</li> <li>14. <b>Detailed drawings in respect of 178 godowns under first phase.</b></li> </ol>	<p><b>7 Days</b></p> <p><b>10 Days</b></p> <p><b>5 Days</b></p> <p><b>15 Days</b></p> <p><b>7 Days</b></p> <p><b>3 Days</b></p> <p><b>3 Days</b></p> <p><b>2 Days</b></p> <p><b>1 Days</b></p> <p><b>15 Days</b></p> <p><b>7 Days</b></p> <p><b>7 Days</b></p> <p><b>7 Days</b></p> <p><b>10 Days</b></p>

**Note- The work will be handed over to the consultant in 3 or more phases. However total time for all 14 items listed above for any one phase will not be more than a month from the date of handing over the DPRs to the Architect/Consultant. All the works will start concurrently as per the nature of work.**

### **Comprehensive services to be rendered by the Architect/Consultant:**

- a) Obtaining existing details of the plot of land including various levels from site and basic plan details already prepared by NABCONS.
  - b) To take instructions from NABCONS, visit the site if required and prepare and submit building layout plans and drawings as per the NABCONS's requirements which shall be in accordance with local governing codes/standards/OPWD Codes, regulations etc., prepare estimates of cost based on the prevailing market rates/OPWD SOR as applicable and submit along with a detailed report with rate analysis so as to enable NABCONS to take a decision on the designs.
  - c) To prepare architectural and structural working drawings, drawings for water supply, sanitary drainage etc. electrical installation, telephone installation, fire detection and fire fighting system etc. including all such other particulars as indicated in the scope of work or may be necessary for preparation of bill of quantities.
  - d) To prepare detailed estimates with rate analysis, tender documents for various works viz. Civil works, furnishing work and specialist services such as water supply and sanitary installation, electrical installation, fire detection and fire fighting system etc. complete with **bill of quantities, time schedule for completion and progress charts, etc.**
  - e) Apart from such copies of drawings as are required for the project, the Architect/Consultant will supply additional copies of drawings along with soft copy free of cost, as follows:
    - 1. Five set of all drawings to NABCONS.
    - 2. One set of drawings to NABCONS on tracing cloth.
- If required and demanded by NABCONS, the cost of supplying copies of drawings over and above the sets, mentioned above, **shall be on extra payment basis to the Design Consultant.**
- g) To prepare for the use of NABCONS, the contractor and site staff, master copy of contract documents **for BOQ, all drawings, specifications, and other particulars** as are necessary for the proper execution of the works.
  - h) Certifying correctness of designing, drawings and documents submitted by them.
  - i) To provide all inputs as may be required and shall be responsible for the successful completion of the task in all respects.
  - j) To assist and defend NABCONS in all arbitration proceedings between the contractors and the NABCONS.
  - k) Any other services connected with the said work usually and normally rendered by the Architect/Consultant and not specifically referred to in any of the items mentioned above.

### **Validity**

The fee quoted shall be valid for a minimum period of 60 days from the date of opening of the tender.

### **Schedule of Payment, Inclusive of Service Charges:**

- a) NABCONS shall pay to the Architect/Consultant remuneration for the services to be rendered by the Architect/Consultant in relation to the said work and in particular for the services herein before mentioned, at the quoted/accepted percentage of the initial estimated cost as approved by NABCONS as per the method indicated in this clause.
- b) NABCONS shall, however, have the liberty to omit, postpone or not to consider certain work and the Architect/Consultant shall not be entitled to any compensation or damages for such omission, postponement or non-execution of the work, except the fee which

have become payable to them for the services actually rendered by them.

- c) The above fee at (a) shall include the fee payable by the Architect/Consultant to any other Consultant/Associate(s) appointed by them and nothing extra shall be payable beyond the agreed fee for this purpose.
- d) The Architect/Consultants will visit the office as and when required and as requested by NABCONS for which no expenses would be reimbursed to the Architect/Consultant.
- e) NABCONS shall make payment of fee to the Architect/Consultant, once it becomes due, as per the stages mentioned in the items in schedule subject to certification by NABCONS. The same shall be made normally within 20 days of the submission of the bill, subject to the fulfillment of various terms and conditions in respect of the fee claimed.
- f) In case the work is terminated in pursuance of the termination clause, the fee shall be paid to the Architect/Consultant for the actual services rendered as per stages referred to in the item.

**5. Payment Schedule:**

NABCONS shall pay fees to the Architect/Consultants in the Stages as follows:

Sl. No.	Stages	Percentage of total fee
i)	Initial Payment after signing of agreement	30%
ii)	On submission of the works as enlisted in Annexure II to NABCONS.	30%
iii)	On approval of the works by Executing Agency and uploading into website for tender floatation.	10%
iv)	On awarding of work to contractors	10%
v)	On completion of all the items of work at site	20%

\*While the initial payments (Sr. No. i, ii and III) will be made based on the estimated cost in the DPRs, the final payment will be made on actual accepted tender cost. The overall payment, including the initial payments, will therefore be based on accepted tender cost.

- 6. **Time Schedule :** The time schedule as indicated at Annexure II, should be followed. The work will be handed over to the consultant in 3 or more phases. However total time for any one phase will not be more than a month from the date of handing over the DPRs to the Architect/Consultant. All the works will start concurrently as per the nature of work.

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## **Annexure IIA**

### **Scope of Work for Detailed Drawings in respect of 178 Godowns**

Computerized drawings in Auto CAD in 5 sets (both hard & soft copy) for;

- Structural works,
- complete system of water supply, sanitary works & drainage system
- drawings for external development works such as roads, pathways, boundary wall, external drainage and main gate.
- drawings for internal electrification.
- Preparation and supplying of working drawings of all works (good for execution)
- One set of all these drawing on tracing cloths and in soft form.

**Detailed Design is available with NABCONS and will be supplied to the consultant**

**Annexure – III**  
**OFFER FORM – FINANCIAL BID PART**

To,

**Principal Consultant**

**NABCONS, C/O NABARD**

**Ankur, 2/1, Nayapalli Civic Centre,**

**Bhubaneswar-751015**

Sir,

*I/We hereby offer our rates for “Comprehensive Consultancy Work for 1) Designing & Preparation of Architectural, Structural, Services & Construction Drawings in respect of Civil, Electrical and Plumbing works etc of approximately 400 Godowns 2) BOQ, Rate Analysis and estimates for Construction of approximately 400 Godowns in Co-operative Sector for Govt. of Odisha in the State of Odisha” and 3) Preparation of Architectural, Structural, Services & Construction Drawings only in respect of Civil, Electrical and Plumbing works etc in respect of 178 godowns under first phase, for which the tender has already been floated and design is available with NABCONS as per the terms and conditions etc as mentioned in the tender document at the rates as indicated in the Tender Schedule enclosed.*

1. I/We have enclosed our Financial Bid
2. I/We **agree** to keep our offer valid for 60 days from the date of opening of the bid; and shall be bound by a communication of acceptance within that time to act as the Design Architect/Consultant in accordance with the tender, notwithstanding that a formal contract may be signed at a later date.

Yours faithfully,

**(Signature of Tenderer or Authorized Representative).**

**For and on behalf of**

**M/s** .....

.....

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**SEAL**



## TENDER SCHEDULE

1.	Name of Work	<i>“Comprehensive Consultancy Work for 1) Designing &amp; Preparation of Architectural, Structural, Services &amp; Construction Drawings in respect of Civil, Electrical and Plumbing works etc of approximately 400 Godowns 2) BOQ, Rate Analysis and estimates for Construction of approximately 400 Godowns in Co-operative Sector for Govt. of Odisha in the State of Odisha” and 3) Preparation of Architectural, Structural, Services &amp; Construction Drawings only in respect of Civil, Electrical and Plumbing works etc in respect of 178 godowns under first phase, for which the tender has already been floated and design is available with NABCONS.</i>
2.	Period of Completion of Task	<b>One month</b>
3.	<b>Professional fee excluding Service Tax (in figures &amp; in words) to be quoted as percentage (%) of accepted tender cost in respect of approximately 400 godowns.</b>	
4.	<b>Detailed drawings in respect of 178 godowns under first phase</b>	
5.	<b>Fee for additional drawing sets beyond the contract</b>	

**\*No cost escalation will be given even if cost of project increases.**

S.No.	Description of items
1.	<b>STAGE-A (Consultancy work)</b>
2	<b>The scope of work shall be as per the details indicated at Annexure II and Annexure IIA of the tender document.</b>

## Note:

1. The Architect/Consultant shall not give breakup of fee in the above table. Only total % should be indicated for the above scope of work under stage A and Annexure II.
2. Above lump sum prices shall be inclusive of all duties, taxes but exclusive of service tax.
3. In case of any changes in the amount mentioned in figures and words, the amount mentioned in words shall be considered.

(Signature of Tenderer or Authorized Representative)

For and on behalf of

M/s .....

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