



BANK OF INDIA

Nagpur Zone-1

Title of the tender	Notice inviting quotations for appointment of architect for proposed WORK OF RENOVATION OF SELOO,KONDHALI,KARGAON & HINGANI.
Catetory	Empanelled
Zone	Nagpur-1
Item	Architect fees for RENOVATION OF SELOO,KONDHALI,KARGAON & HINGANI.
Tender date	20-12-2012
Last date of submission	24-12-2012
Display from	20-12-2012
Display up to	24-12-2012
PDF file Name	ARCH_FEES_TENDER_SELOO_KONDHALI.pdf

Invitation of Consent for quoting Professional fees
**Appointment of Architects/ Consultant for renovation of
Seloo,Kondhali,Kargaon & Hingani Branches**

**Last Date of Submission
24-12-2012 UPTO 3:00 P.M.**

AT

Bank of India
Zonal Office, Nagpur I Zone, 3rd Floor
Bank of India Building, S V Patel Marg,
Nagpur-440001
Email: Zo.Nagpur1@Bankofindia.co.in

Bank of India
Zonal Office, Nagpur I Zone, 3rd Floor
Bank of India Building, S V Patel
Marg, Nagpur-440001
Email:
Zo.Nagpur1@Bankofindia.co.in
Tel No: 0712-2544884

**Notice of Invitation of quotation for
Appointment of Architects/ Consultant
for renovation of Seloo,Kondhali,Kargaon & Hingani
Branches**

We invite competitive sealed quotations for the captioned work from the architects/consultants empanelled under Nagpur 1 zone.

2. Blank prescribed quotation form will be available during office hours from 21-12-2012 to 24-12-2012 from the office of the **Zonal Manager, Bank of India, Zonal Office, Nagpur I Zone**. The interested firms may also download Notice and prescribed quotation form from our web-site. www.bankofindia.co.in under head tenders.

3. We request you to advise us your professional fee for rendering consultancy services for the captioned work in the prescribed quotation form in a sealed cover superscribed as "Quotations for professional fee for renovation of Seloo,Kondhali,Kargaon & Hingani Branches.

".The cost of items, if any, to be directly purchased by the Bank will not be included in the cost of the project for the purpose of calculating professional fee. The fees should be inclusive of all applicable taxes/ charges and also charges for **5 to 6 visits by the Senior Architects at site including travelling, lodging and boarding charges of the firm and nothing will be payable extra on this account to the Architects**. If more than 06 visits to the site of work are required by the Architects, the reasonable visit charges with prior approval of the Bank, for such extra visits over and above 06 site visits may be reimbursed to the Architects. However, the Service Tax is payable extra by the Bank on the fee payable to the Architects. The Bank will reject the conditional offers.

4. The general scope of your professional work will involve –

- . Preparation of layout drawings as per Bank's requirements (**civil construction/alteration/modification & repair work**) with revisions thereof, as necessary along with carpet area measurement and its certification
- . Preparation and submission of detailed estimates as per Bank's requirements,

- . Preparation of tender documents with required detailed drawings, Invitation of tenders, for interior works.
- . Scrutiny of tenders and preparation of comparative statement,
- . Furnishing recommendations for award of work,
- . Regular supervision and co-ordination of the works, conducting site meeting to solve issues at site during execution of work, including assistance to the owners of the branch premises,
- . Ensuring timely completion of work,
- . Checking and certification of the R A Bills/final bill of the contractors after checking measurements,
- . Issuance of completion certificate after completion of the work,A Recommended certification proforma for the purpose is given Below:

Certified that the various items of work claimed in this _____ Running bill/final bill of the contractors_____ have been Completed to the extent claimed and at appropriate rates and That the items are in accordance with and fully confirming to The standard/prescribed specifications and hence the bill is Recommended for payment of Rs _____(Rupees_____)

Date

Stamp & Signature of Architect

- . Obtaining statutory permissions from authorities concerned,
- . Assisting Bank in case contractor resorts to arbitration /litigation.

6. The duties and functions of the Consultants mentioned above are only indicative and not exhaustive. The detailed duties and functions will be as per Bank's standard agreement/ IBA guidelines/Bank's requirement. The selected Architect/ Consultant will have to enter into a formal agreement on stamp paper with the Bank as per the standard practice of the Bank.

7. Disbursement of the payment of Architects/Consultant's fee shall be as per the stages stipulated by Indian Banks Association guidelines.

8. Keeping this in view, we request you to submit your sealed quotation quoting professional fee for above works latest by **3:00 p.m. on 24-12-2012** in the prescribed form along with copy of this Notice duly signed by you as token of acceptance at above Zonal Office address.

9. Bank reserves the right to reject any or all the offers without assigning any reason thereof.

10. The sealed quotations will be opened at **3.00 p.m. on 26-12-2012** at the above venue in the presence of the offerors whosoever will be present at the time of opening of quotations. Please ensure to be present at the time of opening of quotations. No further intimation in this regard will be issued. The sealed quotation is to be submitted only in the format given below.

General condition to be fulfilled by the applicant

1. Only sealed quotation shall have to be submitted.
2. The quotation of professional fees must be submitted in the attached Performa only.
3. **The work has to be done on priority basis in a time bound manner.**
4. Last date & time of quotation submission is 24-12-2012 up to 3.00 PM
5. Quotations will be opened on 26-12-2012 at 3.00 PM in the Zonal Office.
6. Any further communication in this respect will only be done thru E mail address or on telephone numbers as provided by the architects during the course of empanelment. Hence , it is advised to check the respective E mail account regularly till the completion of this process.

**Dy Zonal Manager
BANK OF INDIA
NagpurI ZONE**

FORM

The Zonal Manager,
Bank of India, Nagpur I Zone,
3rd floor Bank of India, Building,
S.V.Patel Marg, Nagpur-440001

Respected Sir,

Quotations for professional fee for renovation of Seloo,Kondhali,Kargaon & Hingani Branches

"We have read the requirements and scope of work and have understood them fully as given in the "Notice of invitation of quotations ". We quote our professional fee as under:

		Fee in %(only up to two decimals)
1.	Professional fee for renovation of Seloo Branch.	
2.	Professional fee for renovation of Kondhali Branch.	
3.	Professional fee for renovation of Kargaon Branch (New Premises).	
4.	Professional fee for renovation of Hingani Branch.	

We agree that the cost of items to be directly purchased by the Bank will not be included in the cost of the project for the purpose of calculating the professional fee. The fees quoted by us is inclusive of all applicable taxes/charges and also charges for 5 to 6 visits by the Senior Architects at site of work including travelling, lodging and boarding charges and nothing will be payable extra on this account. However, the Service Tax is payable extra by the Bank on the fee payable to us."

2. We are also enclosing duly signed copy of the above Notice as token of acceptance of the same.

Name & Address of
the Architects/Consultant with
Contact phone nos. of the key person
email:

**Signature of Authorized Signatory
with SEAL**