



**OFFICE OF THE UNIVERSITY ENGINEER
PATNA UNIVERSITY PATNA**

TENDER NO.: 11/2016-17

DATE: 03/09/2016

**EXPRESSION OF INTEREST FOR EMPANELMENT OF ARCHITECTS/ARCHITECTURAL &
DESIGN CONSULTANTS IN PATNA UNIVERSITY, PATNA**

Designation of officer inviting tender	University Engineer, Patna University, Patna			
Last date of issue of Tender Paper with Time and place	Office of The University Engineer Patna University, Patna upto 5.00 pm on 09/09/2016			
Place, Time & Date of receiving of Tender Paper	Office of The University Engineer, Patna University, Patna upto 3.00 pm on 10/09/2016			
Place, Time & Date of opening Technical Bid	Office of The University Engineer, Patna University, Patna at 3.30 pm on 10/09/2016			
Sl. No.	Name of Work	Tender Document Fee	Earnest Money Deposit	EOI validity
1.	Expression of Interest for empanelment of architects/architectural & design consultants in Patna University, Patna	Rs.2,500/-	Rs. 10,000/-	One Year

Note:

1. Tender bid should be placed in a properly sealed envelope addressed to “**The University Engineer, Patna University, Patna-800 005**”.
2. The empanelment document in prescribed form duly completed and signed should be submitted in two bid system i.e. Technical Bid & Financial Bid put in two separate sealed covers marked accordingly and shall be put together in a sealed cover superscribed with heading “**Empanelment of Architects/Architectural & Design Consultants in Patna University, Patna.**” Documents submitted in connection with empanelment will be treated as confidential and will not be returned. Conditional tender or tenders received after the due time and date shall not be entertained in any circumstances. Patna University would not be responsible for any delay or loss of the tender document, The tender(s) will be opened in the office undersigned by the duly constituted committee the same day at 3.30 PM in presence of any intending agency or his/her authorized representative who may wish to be present at the designated time and place. If the fixed date turns out to be the holiday, the date of opening will be the next day.
3. **Earnest money is to be deposited in the shape of D.D./ Banker’s cheque in favour of “The University Engineer, Patna University, Patna”.**
4. The tender documents can also be downloaded from the website www.patnauniversity.ac.in from intending tenders and will be submitted with cost of tender in the form of demand draft in favour of “University Engineer, Patna University, Patna”. Tender submitted without cost of tender in the form of demand draft will be summarily rejected and the last date for downloading the tender document from the website is one day prior to the last day of receipt of tender. Accordingly the draft towards the tender fee shall be dated one day prior to the last date of receipt of tender.
5. **At the time of opening of tender only participant tenderer or his single authorized representative with authority letter will be allowed to present.**
6. **Any changes w.r.t. this tender will be notified through website www.patnauniversity.ac.in only.**

(ER. SACHIN DAYAL)
UNIVERSITY ENGINEER
PATNA UNIVERSITY, PATNA



PATNA UNIVERSITY, PATNA

TENDER DOCUMENT FOR

**EXPRESSION OF INTEREST FOR
EMPANELMENT OF
ARCHITECTS/ARCHITECTURAL &
DESIGN CONSULTANTS IN PATNA
UNIVERSITY, PATNA**

(SEPTEMBER 2016)

EXPRESSION OF INTEREST FOR EMPANELMENT OF ARCHITECTS/ARCHITECTURAL & DESIGN CONSULTANTS IN PATNA UNIVERSITY, PATNA

1. Patna University invites Expression of Interest (EOI) from architects/architectural and design consultants who are conversant with the latest trend in architecture as well as Urban Infrastructure Projects etc. for architectural planning and designing from conceptualization stage to detailed working drawings of the works.
2. Scope of work shall include all the works generally done by architects i.e. site visit/study, preparation of preliminary architectural drawings, preparation of working drawings, preparation of structural drawings, all the service drawings including preparation of bill of quantities, preliminary and detailed estimates. Interested architects are required to submit their offers/proposals on prescribed Technical Bid (instructions).
3. Patna University reserves the right to accept or reject any or all offers without assigning any reason thereof. The proposals shall be scrutinized as per the details submitted on the Technical Bid and order for empanelment of the architects will be done accordingly who meets the minimum criteria prescribed.
4. Any clarification on the documents may be obtained from:-

<p>Mr. Manoj Kumar Mahto Draftsman Gr-2 Works Department Patna University, Patna Mob: 9304578510</p>	<p>Er. Sachin Dayal University Engineer Works Department Patna University, Patna Tel; 0612-2678840 Mob: 9431012707</p>
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University Engineer
Patna University, Patna

(To be submitted on Letter Head of the Agency)

TECHNICAL BID

FOR EMPANELMENT OF ARCHITECTURAL AND DESIGN CONSULTANTS:

S.No	Item	Details	Page No. Enclosure/ Attachments
1	Name of the Consultant/Firm		
2	Address(FULL)		
3	Contact Person authorized to act for the organization i) Name ii) Photo	(Signature & Designation)	
	iii) Phone No. iv) Mobile No v) Fax vi) E-mail vii) Website if any		
4	Details of Security i) DD No./BG No. ii) Date iii) Name of Bank/Branch iv) Amount		
5	Registration with council of Architecture No. Date Date of validity (Photo Copy self attested to be Enclosed)		
6	Category for Empanelment applied Value of projects for which consultancy done in last 5 years		
	2014-15		
	2013-14		
	2012-13		
	2011-12		
	2010-11 (Photo Copy self attested to be Enclosed)		

S.No	Item	Details	Page No. Enclosure/ Attachments
7	Details of Licensed Softwares		
8	Value of single project done in a year in at least one of last 3 years		
	2014-15		
	2013-14		
	2012-13		
	2011-12		
	2010-11		
	(Photo Copy self-attested to be Enclosed)		
9	Financial Information: Turn over of the last 5 years		
	2014-15		
	2013-14		
	2012-13		
	2011-12		
	2010-11		
	(Photo Copy self attested to be Enclosed)		
10	Income Tax Permanent Account No. (Photo Copy self attested to be Enclosed)		
11	Service-Tax Registration No. (Photo Copy self attested to be Enclosed)		
12	Details of Attachments		

Note-

1. Required supporting documents for above details should be submitted with proposal.
2. If any information given by the firm in the application is found to be false or suppressed, the empanelment shall be cancelled and the amount of security deposited will be forfeited.

SIGNATURE OF AUTHORIZED PERSON WITH SEAL

INFORMATION AND INSTRUCTIONS TO APPLICANTS

1. All information called for in the enclosed forms should be furnished against the relevant columns in the forms.
2. Consulting firms who are presently working for Government/Semi-Government Institutions, Establishment etc. and having minimum experience of 15 years in the field of Architectural and Design consultancy can only participate.
3. The proprietor/Director of the firm should be Member of Indian Institute of Architects/Members of the Council of Architecture.
4. Intending Consultants should have successfully completed works of value shown in clause-8 for different categories of empanelment.
5. Architects/firms should have sufficient technical setup handling the project.
6. Consultants/Firms should possess adequate organizational structure comprising qualified Architects, engineers, specialists, other technical officers and staff along with computer aided facilities, associates such as reputed/well experienced structural/electrical /water supply/fire and security/HV/AC Architects to execute works. Consultants should invariably produce documentary evidence in the form of certificates from the clients as mentioned elsewhere in the document with the date of completion of the project and the cost of project. The agencies that possess the above mentioned minimum qualification will be short listed for empanelment.
7. Minimum Technical staff required for is shown as below:-

Sl. No	Category	(In numbers)		
		Degree Holders		I.T.I / Diploma Holders
		Architecture	Civil Engineering	Civil/Architecture/Interior Design
1	Architectural Firm	1	1	5

8. Minimum Value of total projects in a year and a single project for which consultancy have been done in last 5 years as shown below:-

(Figures -in Rs. Crore)

Sl. No.	Category	Minimum Value of total projects for which consultancy done in a year in at least one of last 5 years	Value of single project done in at least five of last 5 years
1	Architectural firms	10.00	1.00

9. The technical proposals received will be evaluated for taking into consideration the experience, turnover and along with other prequalification parameters. No joint-ventures are allowed for short-listing.

University Engineer
Patna University, Patna

(To be submitted on Letter Head of the Agency)

FINANCIAL BID

S.N.	Work Value of Project	% Charge
1	Upto Rs. 50 Lacs	
2	For Rs. 50 Lacs to 1 Crore	
3	For Rs. 1 Crore to 10 Crore	
4	For Rs. 10 Crore to 50 Crore	
5	Above Rs. 50 Crore	

Terms & Conditions:

1. The Service Tax will be given extra as applicable.
2. The firm should have to provide 5 sets of all the drawings.
3. The estimate should be prepared on Bihar Schedule of Rate/Delhi Schedule of Rate in consultation with the University Engineer, Patna University, Patna

Date:-

(Signature's of the tenderer/Authorized person)

Place:-

Full Name's :.....

Designation :.....

Stamp:

(Please put signature and name on every page of Bid Document and Enclosures.)