



M P STATE ELECTRONICS DEVELOPMENT CORPORATION LTD  
(A Govt. of M.P Undertaking)

**Tender No: MPSEDC/TRIBAL/VC/DCGM/2018/374 Dated 16.05.2018**

Tender Document for Appointment of Architect Consultants for Infrastructure Development Including Interior, Furnishings, Electrical and AC Works etc of VC Rooms/ICT Room for 33-Eklavya Aadarsh Vidhyalaya and 10 Computer Skill Development Center under Tribal Development Department (GoMP)

(Scanned copy of all pages of this document to be submitted duly signed on each page.)

**Deputy Chief General Manager**

M.P. State Electronics Development Corporation Ltd.  
State IT Centre, 47-A, Arera Hills, Bhopal-462011 (M.P.)  
Ph: 0755-2518603, 8827348707 Fax: 0755-2579824

## NOTICE INVITING TENDER

Online Tenders are invited for the tenders mentioned below. Bidders may view/download the Tender Document from [www.mpeproc.gov.in](http://www.mpeproc.gov.in). First time users of this portal will be required to register online with Registration charges. The Tender schedule is as follows:

<b>Tender No.</b>	<b>MPSEDC/TRIBAL/VC/DCGM/2018/374 Dated 16.05.2018</b>
Scope of Work	Tender Document for Appointment of Architect Consultants for Infrastructure Development Including Interior, Furnishings, Electrical and AC Works etc of VC Rooms/ICT Room for 33-Eklavya Aadarsh Vidhyalaya and 10 Computer Skill Development Center under Tribal Development Department (GoMP).
Tender Cost	INR 5000 .00 (Non-refundable)
Processing Fees	INR 281.00 (Non-refundable)
Download of Tender Documents	16.05.2018 to 30.05.2018 up to 2.00 PM
Submission of Bid	30.05.2018 up to 3.00 PM
Opening of Technical Bid	30.05.2018 at 4.00 PM
Contact No.	0755-2518603, 8827348707
Address for communication:	Deputy Chief General Manager MPSEDC LTD., 47-A, Arera Hills, Bhopal (M.P.)

### Note:

1. Tender document can be viewed/ downloaded from the website [www.mpeproc.gov.in](http://www.mpeproc.gov.in). Tenderer has to submit the document fee and processing fee Online
2. All further amendments in Tender Document or Bid Schedule shall be notified on our website [www.mpeproc.gov.in](http://www.mpeproc.gov.in).
3. In case the date of opening of tenders is declared as a holiday, the tenders will be opened on the next working day at the same time.
4. MPSEDC Ltd has the right to accept /reject any/all tenders without assigning any reasons.
5. MPSEDC reserves the right of acceptance or rejection of any or all bids without assigning any reasons.

**PART-1**  
(TECHNICAL BID)

**INTRODUCTION**

M P State Electronics Development Corporation Ltd. (A Govt of M.P. Undertaking) with responsibility of their forthcoming Projects of Infrastructure Development Including Interior, Furnishings, Electrical & Ac Works etc for establishment of 50 seated video conferencing room/ICT at 33-Eklavya Aadarsh Vidyalaya 10 Computer Skill Development Center under Tribal Development Department Madhya Pradesh is focused on creating institutional structures for leading and managing the e Governance initiative. In the phase-I a total 33-Eklavya Aadarsh Vidyalaya 10 Computer Skill Development Center under Tribal Development Department will be established in Video conferencing facility.

**SCOPE OF WORK**

Each location of 700-800 Sq Ft area is required to be developed as video conferencing/ICT facility including 50 seats in a hall for the purpose of preparation of Architectural design & subsequent effective implementation and quality control of the said Project(s) till its financial closure, MPSEDC is desirous of engaging Architect(s) the scope of work includes Architectural Consultancy for:

- 1 Designing interiors for Video Conferencing/ICT area of about 700-800 Sq Ft at each of the 33 Proposed locations and 10 Computer Skill Development Center in M.P. for Capacity Building of Video Conferencing facility/ICT for school students.
- 2 Preparing the layout and plan specification for furnishing each center.
- 3 Designing internal electrification, computer cabling, CC TV, installation of VC equipments and telephone cabling etc.
- 4 Designing solar power solution, cooling solution as environmentally friendly buildings.
- 5 Supervision of work, Quality Control, Measurement, billing etc.

Request for Proposal (RFP) is invited from reputed firms engaged in the field of Architecture, Architect/firm who fulfill the following eligibility criteria may apply:-

**ELIGIBILITY CRITERIA:-**

1. Architect/firm should have at least 05 years of standing in the profession after registration with the Council of Architecture. In case of company or firm, at least one of the director or principals should be degree holder and licensed architect registered with council of architecture as per Architects Act 1972 with minimum 05 years experience in the field of architecture and the company should be in existence in the field for 05 years.
2. Architect/firm should have experience in interior design of atleast 05 project of at least 50 Lakh of project cost in value.

Please enclose Agency Registration certificate & Council of Architecture /Registration Certificate and proof of point no.3 and 4 as above.

**MODE FOR SUBMISSION OF PROPOSALS**

The bidders shall submit Technical bid (containing the technical specifications offered, literature leaflets, signed tender document etc) and financial bid separately as per online submission process.

The bidders are required to submit all relevant details/information in strict accordance of the formats mentioned in Annexure in the Pre qualification form. All enclosures (certified copies of work orders etc.) Supporting the information should be submitted in sequence of the information furnished in the pre qualification form as part of the Technical bid. The bidders must mention in the required column the total no. of enclosures relevant to each form.

### **GENERAL TERMS AND CONDITIONS**

- a. Proposals submitted should remain valid for a period of 180 days.
- b. Agencies not qualified in technical evaluation, shall not be pre-qualified and financial proposal for those agencies shall not be opened.
- c. MPSEDC reserves right to accept or reject any or all proposals without giving or assigning any reason thereof.
- d. Period for completion of Architectural Consultancy shall be till completion of work i.e. from the date of commencement of services to financial closure of the project.
- e. Financial closure stated above shall mean up to final completions of work awarded to contractors.
- f. Date of commencement shall be from 7 days after signing the agreement with the M P State Electronic Development Corporation.

### **EVALUATION CRITERIA**

The bids of the technically qualified bidders shall be evaluated on the L-1 basis.

### **EXECUTION OF THE ASSIGNMENT**

Architect(s) shall keep the MPSEDC informed about the progress of work in his office & shall appoint specialized consultants in consultation with the Client, if necessary.

Architect(s) shall be responsible for the direction and integration of the work. The CONTRACTOR, however, shall be fully responsible for the calculations, the detailed design and periodic inspection and evaluation of the work entrusted to them. The Architect(s) shall, if requested, make available the design calculations.

Architect(s) shall not make any deviations, alterations or omissions from the approved drawings, involving financial implications without prior consent of the Client.

Architect(s) shall exercise all reasonable skill, care and diligence in the discharge of his duties and shall exercise such general superintendence and inspection as may be necessary to ensure that works are being executed in accordance with the Conditions of Contract.

### **PRELIMINARY ARCHITECTURAL DESIGN:**

Taking client's instructions and preparation of design brief including site evaluation, analysis and impact of existing and / or proposed development & analysis for appropriate design.

## **FINAL SUBMISSION**

After getting examined the preliminary concept plan by MPSEDC; Architect shall incorporate the suggestions made by MPSEDC for final approval. This final submission shall consist of the detailed architectural design and visual presentation by the architect.

Note (1): Submission of all drawings shall be provided to MPSEDC in original with Soft Copy.

Architect(s) shall, in consultation with the Client prepare a Time Schedule in respect of various services to be rendered and discharge of Client's obligations.

In the event of any work over and above the defined scope of work of the Contract, Architect(s) may be asked to carry out such extra work under the same terms and conditions, however, the additional fee and the time extension shall be mutually agreed upon.

## **OWNERSHIP OF COPYRIGHT**

Architectural design, drawings, specifications, documents and models as instruments of service shall be the property of the MPSEDC whether the project, for which they are made, is executed or not. The MPSEDC shall retain copies of the Architect's models, drawings, specifications and other documents for his information and use in connection with the projects.

## **ARBITRATION AND JURISDICTION**

The parties shall use their best efforts to settle amicably all disputes arising out of or in connection with this contract or the interpretation thereof.

In the event of any dispute or differences arising under these conditions or any special conditions of the contract in connection with this contract, the same shall be settled by the Architect -consultant and MPSEDC amicably. If the disputes are not resolved by the Architect -consultant and MPSEDC amicably the same shall settle under The Arbitration and Conciliation Act, 1996.

## **JURISDICTION**

The Courts at Bhopal shall have the jurisdiction.

## **TERMINATION OR ABANDONMENT**

The Agreement shall stand completed on the completion the services at financial closure of project.

In the event of either MPSEDC decides not to take the further services of Architect(s) or any of the services rendered is found to be unsatisfactory, M P State Electronic Development Corporation reserve the right to terminate the contract at any stage during the currency of the contract or short close by giving 30 days notice, However, in the event of such premature termination of the contract MPSEDC will pay dues and payments for the satisfactory work carried out till the date of termination of Architect(s), as per this contract.

## **TERMS OF PAY**

**MENT: PAYMENT SCHEDULE**

STAGE(S)	FEE PAYABLE
On approval of preliminary scheme and estimates	15% of the total fee based on the estimated cost
On approval of tender document , tender drawings	20% of the total fee based on the estimated cost
On awarding the contract	15% of the total fee based on the contract value
During construction period on pro-rata basis	40% of the total fee payable on actual cost basis.
On Completion of the project	Balance 10% of the total fees payable on actual cost basis adjusted for total value

**REIMBURSABLE EXPENSES**

M P State Electronic Development Corporation Ltd. shall reimburse (in addition to the fee) as follows:

1. When the MPSEDC asks/calls the Architect(s) in writing to visit the place of work site / other places for attending the meetings & conferences, conducting study tours on MPSEDC's behalf, in all such cases actual toward the following for the Architect(s), their Specialists and representatives:

- (a) To and fro 2nd A/c train fare/ Taxi for any visit of the Architect(s) or his representatives.
- (b) Architect, his specialist or representative will be paid lodging and boarding as per TA/DA rules of M.P.S.E.D.C for its (MML-III) class 1 officers

**Annexure in the Pre qualification form****TECHNICAL DETAILS**

01	Agency Registration certificate No	date	validity
02	Council of Architecture /Registration Certificate No	date	validity
Please enclose copy of the above certificates			

**QUALIFICATIONS AND EXPERIENCE OF KEY PERSONNEL**

SR NO	NAME	QUALIFICATION	EXPERIANCE
01			
02			
03			

**LIST OF ONGOING/EXECUTED PROJECTS**

Please list the relevant experience in the manner listed below. You must provide further details

assignments in the format as provided in Annexure separately. Please stress on your experience in handling the consultancy pertaining to the ARCHITECT(S) cum Architectural Services related to important project during last 5 years.

<b>Period</b>	<b>Work Executed</b>	<b>Client details</b>	<b>Brief Description</b>
2017-18			
2016-17			
2015-16			

Note: Please enclose completion certificate from the MPSEDC for which above services are provided.

Place  
Date

Signature of authorized Signatory

Seal

**KEY ASSIGNMENTS HANDLED**

Project Name	Country:
Project Location within Country:	
Name of Client:	
Project Cost:	Consultancy Fee:
Start Date (Month/Year):	Completion Date (Month/Year):
Name of associated firm(s) if any:	No. of Person-months of professional staff provided by associated firm(s):
Name of Senior Staff (Project Director/ Coordinator, Team Leader) involved and Functions performed: 1) 2) 3) 4)	
Detailed Narrative Description of Project:	
Detailed Description of Actual Services provided by our Company:	

Place  
Dated

Signature of Authorized Signatory

Seal



**PART-II**  
(FINANCIAL BID)

To,

The Dy. CGM, MPSEDC  
47 A, State IT Centre  
Arera Hills, Bhopal -462012  
Ph 0755-2518601 FAX: 2769824

**Sub:** - Tender Document for Appointment of Architect Consultants for Infrastructure Development Including Interior, Furnishings, Electrical and AC Works etc of VC Rooms/ICT Room for 33-Eklavya Aadarsh Vidhyalaya and 10 Computer Skill Development Center under Tribal Development Department (GoMP).

**Tender No: MPSEDC/TRIBAL/VC/DCGM/2018/374 Dated 16.05.2018**

Dear Sir,

I /We Architect Consultant / Consultancy firm herewith produce Financial Proposal for selection of my / our firm / organization as Consultant for above mentioned work as per terms and conditions of RFP document. We have read and understood all the terms and conditions mentioned in tender and agree to abide by them. In confirmation to the terms and conditions mentioned in the RFP, we quote rate as follows-

S. No.	Particulars	% in figure	% in words
1.	Percentage (%) of Project Cost for the Architectural design services, Supervision of implementation & Quality Control as per scope of work of the tender.		
2.	GST shall be paid extra as applicable		

Note:

- (i) This Offer is valid for 180 days from due date of submission of Proposal.

(Signature of Authorized Representative)

Seal