

TATA INSTITUTE OF SOCIAL SCIENCES

TWO BID TENDER DOCUMENT

FOR

**ARCHITECTURAL SERVICES FOR HIGHER EDUCATION & LEADERSHIP
ACADEMY IN NAOROJI CAMPUS IN DEONAR, MUMBAI**

Last date of Submission of Tender : 30 Jan 2017

Opening of Sealed Tenders : 30 Jan 2017

Opening of Financial Bid : 31 Jan 2017

Tender to be submitted to:

Chief Engineer
Tata Institute of Social Sciences
Opp Deonar Bus Depot
VN Purav Marg
Deonar, Mumbai 400088

Architect to provide following details:

Email ID :

Contact Nos. :

Postal Address :

“No Architect will be allowed more than 3 projects at a time”

NIT FOR

ARCHITECTURAL SERVICES FOR HIGHER EDUCATION & LEADERSHIP ACADEMY IN NAOROJI CAMPUS IN DEONAR, MUMBAI

Sealed tenders are invited on Percentage rate basis from experienced and bona fide Architects/ or their firms to provide consultancy services in the field of Architectural design along with Structural services part of the building and its ancillary works. The bid is to be submitted in two separate envelopes containing the following:

- (a) List of work in hand with gross value of work of each.
- (b) Projects started in last 5 years along with present status and value.
- © Flow chart of staff working in organisation.
- (d) NIT form mentioning the percentage in figures and words duly signed.

This tender is for Higher Education & Leadership Academy In Naoroji Campus at Deonar, Mumbai– 400088. The desired structure will be Ground plus six storey with total built up area of 2500 sqm.

Eligibility

- (a) Must be registered with the Institute of Architecture of India or its equivalent organisation.
- (b) No Architect will be allowed more than 3 projects at a time. In the event if it were found later that architect has opted for more than 3 projects the tender would be cancelled forthwith and will be proceeded with penal action by the institute as considered appropriate.
- © The criteria of selection includes among other things following:

- 1) Must have completed work amounting to at least Rs 8 crores in last 7 years
or
- 2) Must have completed 2 works of 5 crores each in last 7 years.
or
- 3) Must have completed 3 works of 4 crores each in last 7 years.

(d) A team of engineers from TISS may like to visit the sites of the bidder to access the quality of design & drawings. The decision of the TISS team will be final.

(e) The firm should have all the registrations for service tax & should give the copy of PAN & TAN numbers.

(f) The bidder will give all credentials, Appreciation letters, detail of works in hand/percentage/completion. The detail of staff along with their qualifications & experiences should also be provided.

(g) The tenders will be opened for the qualified bidders only.

The Second envelope will contain the price list.

Scope Of Work

1. Study the master plan & to prepare 2/3 alternative design for Higher Education and Leadership Studies Building in Naoroji Campus of TISS, Mumbai as per requirement of users.
2. Prepare preliminary drawings & estimate of the project.
3. To appoint structural, electrical, PHE, HVAC, landscape and other consultant directly and prepare design and for execution.
4. To coordinate with liaison consultant appointed by TISS to obtain all statutory approvals. Architect will issue number of drawings, statements or any other document as demanded by liaison consultant.
5. Check the centre lines before execution of works, conduct periodical coordination meetings.
6. Preparation of tender documents , BOQ and estimated cost for all works required to complete the project. Rate analysis of major items supported by quotations should be submitted along with the estimate.
7. Evaluation of tender bids and preparation of comparative statement and submit their recommendation.
8. Certifying quality and bills. Checking running bills and final bills .
9. Render any other services connected with the said works which are usually and normally rendered by the Architect and which have not been referred to in any of the clauses referred to herein above.
10. The payment will be on stage wise which will be fixed by TISS.
11. The price bid will be opened only for Architects/Firms found fit in all respects.

Financial Bid

The quoted percentage on actual expenditure of the works with maximum ceiling on cost arrived as per CPWD plinth area rates will be:

Percentage: -----%(In words: -----
-----) plus Service Tax.

The fee quoted above is inclusive of Travelling and Dearness allowance and such other allowances for periodical visit at work.

Time lines

The following time lines to be adhered for the proposed project:

Sl. No.	Description	Time
1	Preparation of alternate lay out plans	7 days
2	Preparation of estimates &Tenders	6 days
3	Finalisation of tenders including evaluation of technical and financial bids	15 days

Time lines will be strictly adhered. The project needs to be completed in time bound manner.

Mode of Payment

The mode of payment of fee is as follows:

a)	10%	On completion &approval of preliminary designs
b)	15%	On completion of preliminary drawings & detailed estimates.
c)	10%	On submission of municipal drawings
d)	15%	On preparation of contract document& working drawings
e)	25%	On instalment on certified payment of bills
f)	12.5%	On completion of work in all respect
g)	12.5%or balance	On completion of defect liability period of one year
	100	Total

Interested architects/ firms may submit their quotation for rendering their services for the above said project as per the Performa stated above on or before 30Jan 2017 upto 1500hrs(3 .00pm).The quotations will be opened on the

same day at 4.00pm. The quotations submitted in 2 sealed envelopes with the right hand corner duly marked as “ Technical/ Financial Bid For Architectural Services for Higher Education & Leadership Academy In Naoroji Campus at Deonar, Mumbai– 400088.”

Registrar, TISS, Mumbai reserves the Right to reject any or all of the quotations without assigning the reasons thereof and no correspondence in this regard will be entertained.

**Registrar
TISS, Mumbai**

NOTICE INVITING TENDER(NIT)

Sealed Tenders are invited in Two Bid System from Architects who are registered with the Institute of Architecture of India or its equivalent organisation.

1	Name of Work	Architectural Services for Higher Education & Leadership Academy In Naoroji Campus at Deonar, Mumbai– 400088
2	Cost of application/ tender document Tenders may be downloaded from the TISS website www.tiss.edu free of cost.	Free / waived/ cost-
3	Time and last date of Tender Submission	Upto 3.00 pm on 30 Jan 2017.
4	Place &Address for submission of tender/contact person/telephone no./ email id.	Chief Engineer,Tata Institute of Social Sciences Opp Deonar Bus Depot,VN Purav Marg, Deonar, Mumbai 400088.
5	Date , Time and Place of opening of tenders(Tech. Bid on 30 Jan 2017, Price Bid on 31 Jan 2017). Contact person details: Name:Chief Engineer	Technical Bid 1500 hrs on 30 Jan 2017 Price Bid 1500 hrs on 31 Jan 2017
6	Quantum of Earnest Money Deposit Rs.1, 00, 000 drawn in favour of ----- --- Payable at	<p>One Lakh only in the name of Tata Institute of Social Sciences, payable at Mumbai.</p> <p>One Lakh only in the name of Tata Institute of Social Sciences, payable at Mumbai only in the form of DD payable at Mumbai in favour of TISS from any nationalised/approved scheduled bank& should be submitted along with the tender.</p> <p>The EMD of unsuccessful architect or consultant shall be refunded within 15 days on their request alongwith bank details after issue of LOA to the successful consultant.</p> <p>The EMD of the successful consultant will be discharged after the consultant has furnished the required performance guarantee etc. and has signed the contract agreement whichever is later.</p> <p>NO interest shall be paid by TISS on the EMD. The EMD may be forfeited in case the architect firm / consultant withdraw the bid after bid opening during the period of validity.</p> <p>In the case of successful firm / consultant, if they fail</p>

		to sign the agreement within 10 days from the issue of LOA, or furnish the required performance security or fail to commence the work within the stipulated period prescribed in the contract the entire EOD will be forfeited and firm/consultant loses the contract.
7	Quantum of Security Deposit Rs.1,00,000 drawn in favour of ----- -Payable at Amount of Bank Guarantee.	One lakh only in the form of DD payable at Mumbai in favour of TISS from any nationalise/approve scheduled bank.
8	Terms of payment of Bills, if any. Specify the minimum value of work for payment of running account bills.	As per page 6 of NIT
9	Liquidated Damages(Penalty clause)	Maximum upto 5% on prorata rate of balance of unfinished work.
10	Stipulated Time for completion of the work/supply.	As per page 6 of NIT
11	Estimated value of the tender/ project	Approx.Rs. 10 crore.
12	Validity period of the tender	Two months
13	Taxes	Rates quoted should be exclusive of Service Tax.
14	Electronic Payment	Electronic payment is mandatory.

TISS, Mumbai reserves the right to cancel or postpone the tenders at any stage without assigning reasons.