

**DIRECTORATE GENERAL ASSAM RIFLES, SHILLONG-10****NOTICE INVITING TENDER**

VIII.11014/9449/Consultancy/ENGR/OB/2026

Dated: 19 May 2026

1. Online e-tender with tender fees are hereby invited on behalf of President of India from Assam Rifles approved consultants and enlisted consultants working with other Central Government Department/Organization meeting eligibility criteria for selection of consultants for the "Consultancy Services for Architectural Planning, Structural Planning & Design of MEP Services and necessary approvals at LOAR, New Delhi for the following works:-

Ser	Name of Work	Approximate Cost	Earnest Money	Tender fee
1.1	Provision of Offr accn and multipurpose hall (G+5) at LOAR, New Delhi.	77,18,347.00	1,54,367.00	1500.00
1.2	Provision of JCO accn (G+5) at LOAR, New Delhi.			
1.3	Provision of Mahila accn and Guest rooms (G+5) at LOAR, New Delhi.			
1.4	Provision of OR accn (G+5) at LOAR, New Delhi.			
1.5	Provision of Office and ancillary building (S+5) at LOAR, New Delhi.			
1.6	Provision of utility services with allied works at LOAR, New Delhi			

2. Last date for uploading the tender documents by bidders duly completed in all respect is **as per CPP Portal**.

3. The lump sum amount to be quoted for the entire work by the tenderers shall include all taxes including GST, ESIC, EPF and LWC etc. as applicable at the time of awarding of contract and during the execution of work till completion.

4. Tender fee is required to be submitted through SBI in the form of Account payee, Demand Draft, Bankers cheque or e-payment and treasury challan etc in favour of **DGAR payable at SBI, Laitkor, Shillong** under **Head of Account 0055 Police (A-5) Assam Rifles, Misc Tender Fee**.

5. The Director General Assam Rifles as the CFA reserve the right to reject or accept any application/ tender without assigning any reasons.

Note : The complete tender documents can be accessed & downloaded from CPP Portal <http://eprocure.gov.in/eprocure/app> Please check regularly the website for any changes/ modification/ amendment in the Tender Enquiry. This TE is being issued with no financial commitment and DGAR reserves the right to change or vary any part thereof at any stage. He also reserves the right to withdraw the TE, should it become necessary at any stage.

6. Original payment instrument in respect of tender fee and EMD are to be deposited either by person or in the tender box placed in the tender room of HQ DGAR or by post to Engineer Branch, HQ DGAR prior to opening of technical bids as mentioned in the CPP Portal. Late/ Delayed/ Non-submission of original copy of tender fee/ EMD would result in REJECTION of technical bid.

**Distribution:-**

- HQ DGAR(Engr Br). - for information please.
- HQ DGAR (Sig Branch, EDP Cell) - -do-
- ARC&MC - for information and wide publicity please.
- Est Branch(Internal) - You are requested to detail a Board of Officers for opening of tender on **03 Jun 2026** at 1100 hrs.
- Office Copy.

Signature of the tenderer & Stamp

Sd/ xx xx xx  
(Pushkar Kaushik)  
Lt Col  
Staff Officer-I (Works)  
for Accepting Officer

**INVITATION TO ONLINE TENDER****GOVT OF INDIA, MINISTRY OF HOME AFFAIRS**  
**DIRECTORATE GENERAL ASSAM RIFLES, SHILLONG-10**

Tender No. VIII.11014/9449/Consultancy/ENGR/OB/2026

Dated, the 19 May 2026

1 For and on behalf of the President of India, the Directorate General Assam Rifles, Shillong invites online tenders on the prescribed form, for the “Consultancy Services for Architectural Planning, Structural Planning & Design of MEP Services and necessary approvals at LOAR, New Delhi for the following works as given in this schedule to tender : -

Ser	Name of Work	Qty
1.1	Provision of Offr accn and multipurpose hall (G+5) at LOAR, New Delhi.	01 Job
1.2	Provision of JCO accn (G+5) at LOAR, New Delhi.	01 Job
1.3	Provision of Mahila accn and Guest rooms (G+5) at LOAR, New Delhi.	01 Job
1.4	Provision of OR accn (G+5) at LOAR, New Delhi.	01 Job
1.5	Provision of Office and ancillary building (S+5) at LOAR, New Delhi.	01 Job
1.6	Provision of utility services with allied works at LOAR, New Delhi	01 Job

2. If you are in a position to quote for the “Consultancy Services for Architectural Planning, Structural Planning & Design of MEP Services and necessary approvals” of work in accordance with the requirements stated in the attached schedule to tender, all documents attached herewith should be filled in, and submitted through e-Procurement site <http://eprocure.gov.in/eprocure/app>.

3. You are requested to study the tender document completely and ensure all documents pages and annexure to the tender are completely and correctly filled in and stamped where applicable and then uploaded on CPP Portal.

4. This online Tender is NOT transferable.

5. This tender enquiry has the following chapters and appendices: -

Schedule To online Tender			Page No.
(a)	Chapter-I	Instructions to Bidders/Tenderers	03 to 12
(b)		Notice Inviting Tender	13-16
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(e)	Appx 3	Performa for “e-payment”	48
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(k)	Appx 8	Bank Guarantee Format for Furnishing Earnest Money Deposit EMD)	57
(l)	FORM T-1 to T-7	Standard Forms to be uploaded by bidders	58 to 65
(m)	Appx 9	Site visit certificate	66

Signature of the tenderer &amp; Stamp

Sd/ xx xx xx  
(Pushkar Kaushik)  
Lt Col  
Staff Officer-I (Works)  
for Accepting Officer

Chapter-I  
Instructions to Bidders/Contractors  
(THIS TENDER SET IS NOT TRANSFERABLE)

6. All Tender documents attached with this invitation to tender including the specifications are SACROSANCT for considering any offer as complete offer, it is therefore important that Tender Acceptance Letter which is a written undertaking that all the terms and condition of the tender are understood and accepted should be signed and submitted only through e-procurement site <http://eprocure.gov.in/eprocure/app>.

7. Tenderers are advised to carefully go through all the conditions and documents attached with this tender enquiry, before uploading the e-tender.

8. All e-tender documents must be duly completed, signed by authorized signatory on each page and uploaded.

9. Tenderers must ensure this complete set is signed on each page and uploaded with their offer, as it is, without any modification/alteration.

10. In case of any difference between the conditions mentioned in schedule to e-tender and the specifications/QRs, the condition given in the specifications will be binding.

11. Name of work : As given in Schedule

12. Tender Cost : Rs. 1,500.00

Those who download the tender set from the CPP website must submit the cost of e-tender (non-refundable) through SBI in the form of Account payee, Demand Draft, Bankers cheque or e-payment and treasury challan etc a Scanned copy of tender fee of Rs.1000.00 (Rupees one thousand only) upto work value 50.00 Lac and above Rs.1500.00 (Rupees one thousand five hundred only) upto work value 2.0 crore to be deposited in favour of **DGAR payable at SBI, Laitkor, Shillong** under **Head of Account 0055 Police (A-5) Assam Rifles, Misc Tender Fee**. Original to be submitted as per Para 12 of page No 05. Tender fee to be deposited in Chief Engineer, HQ DGAR at the time of submission of e-tender. E-tender documents submitted without the tender cost will be rejected. (Original payment instruments in respect of tender fee are to be deposited either by person in the tender box placed in tender room of HQ DGAR or by post to reach the Engineer Branch (HQ DGAR) at least half an hour prior to the time of opening of tech bids. Late/Delayed/Non submission of original would result in rejection of bid during online bid opening.

13. Earnest Money : **Rs. 1,54,367.00**

14. Date of issue/publishing NIT : **As per CPP Portal**

15. Document download start date : **As per CPP Portal**

16. Document download end date : **As per CPP Portal**

17. Last date & time for uploading of online Tender : **As per CPP Portal**

18. Technical bid opening date : **As per CPP Portal**

19. Financial bid : **Subsequently**

**Note:** The onus of ensuring that the abovementioned tender fee and EMD dispatched by post reaches the above said office address is that of the bidder/contractor

20. A power of attorney in favour of signatory and signatories or the tenderer in case the tender is signed by a person or persons other than the actual tenderer or on behalf of a firm company and his/her/ their signature attested by Notary /Class I Gazetted Officer.

21. Financial Stability Certificate issued during current fin year for a minimum value of appropriate class the scheduled bank where the firm is operating its current account as per Appx '5'(format attached).

Signature of the tenderer & Stamp

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22. Latest Income tax clearance certificate issued by concerned authority must be produced with supporting PAN Number.
23. Full name and status of the person signing the tender documents must be clearly mentioned in the tender.
24. Tenderer must quote the rate in terms of Per No/Set/Sqm/Cum/Lump sum etc only. All taxes/other charges should be clearly indicated in the Schedule. No extra charges / taxes over and above the quoted rate in any form will be borne by the Department. The rate quoted will be firm and final and no amendment / alternation to the rate quoted in the tender will be accepted at a later date. No representation will be entertained for change in tenderer's name quoted or any other alternation in respect of any of the contracted articles / goods during the currency of the contract or if any fresh duty or tax is levied. Conditional discounts if any will not be considered and have no effect on the evaluation of tenders.
25. Paying Authority.  
Pay & Account Office Assam Rifles  
(Old DGAR Complex)  
Laitumukhrah, Shillong – 793011
26. Director General, Assam Rifles, reserves the right to cancel/reject any or all the tenders without assigning any reasons.
27. Clarification on Specifications/QR. In case any prospective bidder requires clarification(s) on technical specifications/ Qualitative Requirements (QR), the same is to be submitted online. No change in price or substance of the bid will be sought, offered or permitted. No post-bid clarification on the initiative of the bidder will be entertained.
28. Testing and Inspection Criteria. The tenderers will have to abide by the testing and inspection criteria formulated by the user confirming to CPWD guidelines.
29. The Department (Users) : The President of India
30. Inspection Authority : Authorised person detailed by The Directorate General, Assam Rifles, Shillong -10
31. Inspection Officer : Board of officer at Consignee location/ after completion of work
32. Works Required at (Consignee) : As stated in NIT
33. Execution of Works. Execution of works at the site given by the Engineer-in-charge.
34. Guarantee/warranty Terms.
- (a) If not specified in quantity of rate/specification, minimum one-year warranty required. Warranty period will start from the date of completion of work. In case works/part of works are found defective/damaged during inspection after completion of work, the contractor will be re-execute the work under warranty at consignee's location free of cost. Defect liability period one year. The security deposit amount will be released with confirmation of user.
- (b) For RCC roof slab :- Water proofing treatment for roof slab shall be carried out by an approved specialized firm Ten years guarantee shall be given by the specialized firm and the contractor on non judicial stamp paper of Rs 50/-(Rupees fifty only) for the effectiveness of water proofing treatment.
35. Rejected Works. If the appointed contractor fails to remove the bad/ damaged/ rejected works of above items whatever the case may be from sites/location where installed, within the reasonable period i.e. 7 days from the date of issue of letter to contractor, the Director General Assam Rifles or his representative shall dispose off the rejected works without assigning any further notice.

Signature of the tenderer & Stamp

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36. **Work at the Risk and Cost.** In case of rejection of the item by the Site Engineer in case of neglect, failure or delay on the part of the contractor on work order placed by the Engineer in charge, HQ DGAR, may without prejudice to any other action which the department may take under the terms of the contract will be at liberty to execute such work at the risk and expense of the contractor. Any amount (which may include transportation and other incidental charges) incurred in excess of the contracted rate shall be borne by the contractor or recovered from his security deposit and/or from any amount which may be due to him by the Directorate General Assam Rifles. The right to risk and cost the work under this clause will entitle right to purchase after expiry of time of delivery or replacement of unfit work, without any warning or further information to contractor. The risk and cost work will be approved by CFA.

37. **Option Clause** The department reserves the right to increase/decrease the qty by 25% at the rates quoted by the successful tenderer at the time of placement of contract (Item rate contract).

38. If you are in a position to quote for supply in accordance with requirements stated in the attached schedule to tender, all documents attached herewith should be duly filled in, signed and required to be uploaded.

39. **Transfer and sub-letting.** If the exigencies of work so demand, the Engr-in-charge may allow payment to third party, who is creditor to the contractor, after fulfilling certain conditions.

(a) The constr gives an auth letter addressed to the Engr-in-Charge on non judicial stamp paper of Rs.100/- in format given below :-

I/we authorize the SO-1 (Wks), HQ DGAR/IGAR/Sect HQ to pay directly on my/our behalf to \_\_\_\_ (name of third party). An amount of Rs \_\_\_\_\_ (Rupees \_\_\_\_\_ In words) for the work done or supplies made by \_\_\_\_ (name of third party). I/we shall be responsible for the quality and quantity of the same under the provisions of agreement No \_\_\_\_\_.

(b) The total payment to third party shall not exceed 10% of agreement amount of work.

(c) Full reasons for proposing such third party payment shall be recorded and prior return approval of the next higher auth shall be obtained before making such payments. (Auth CPWD SOP No.5/33, clause 6A/7B).

40. The item rate/lump sum contract in the case of successful Tenderer should conform to tender work accepted in performance evaluation in all respect besides specifications mentioned in CPWD guidelines. The successful tenderer may be asked to give drawing/schedules prior to commencement of work.

41. Any change in Address/Telephone/Fax/e-mail should be immediately informed. The state of non-communication by the firm will make the offer liable for rejection.

42. Any query/Representation be addressed to SO1(Wks), HQ DGAR.

43. **Jurisdiction & Arbitration.** This tender and subsequent contract if any are subject to the jurisdiction of Indian Laws and Courts at the place of issue of the schedule. In the event of any question dispute or difference arising under these conditions or any special conditions of contract, or in connection with this contract (except as to any matters the decision of which is specially provided for by these special condition) the same shall be referred to the Sole Arbitration of the Director General Assam Rifles or some other person appointed by him. These will be no objection that the Arbitrator is a Government Servant, that he had to deal with the matters in which the contract is related or that in the course of his duties as Government Servant he has expressed views on all or any of the matters in dispute or difference. The award of the Arbitrator shall be final and binding on the parties to this contract. Further that all disputes arising out of the contract. Shillong Court shall have exclusive jurisdictions. The tenderers submitting the tenders shall render a certificate to have agreed to this clause.

Signature of the tenderer & Stamp

Sd/ xx xx xx  
(Pushkar Kaushik)  
Lt Col  
Staff Officer-I (Works)  
for Accepting Officer

## 44. Implementation of EPF and ESI for Contract labour.

(a) The ESI and EPF contributions on the part of employer in respect of this contract shall be paid by the contractor. These contributions on the part of employer paid by the contractor shall be reimbursed by the Engineer-in Charge to the contractor on actual basis.

(b) The contractor whose bid is accepted will also be required to furnish either copy of application/licenses/registrations or proof of applying for obtaining labour licenses, registration with EPFO, ESIC and BOCW welfare board and programme chart (Time and Progress) within the period specified.

(c) No Running Account Bill shall be paid for the work till the application labour licenses, registration with EPFO, ESIC and BOCW welfare board, whatever applicable are submitted by the contractor to the engineer-in-charge.

45. **Submission of the tender in Two Bid System.** All bidders are required to submit their offers in two bid system as under:-**DOCUMENTS TO BE SUBMITTED ONLINE WHICH WILL FORM PART OF PQC**

(a) **Technical Bid.** The tech bid should contain the following:-

(i) Tender documents duly completed and signed and stamped on each pages but WITHOUT QUOTING RATE AS PER SCHEDULE-A (PART-I) to be uploaded alongwith other documents.

(ii) **Power of Attorney** : A power of attorney in favour of signatory and signatories or the tenderer in case the tender is signed by a person or persons other than the actual tenderer or on behalf of a firm/company duly attested by class I Gazetted Officer .

(iii) Compliance to specifications applicable as per CPWD Manual 2022, AR-2249.

(iv) **Past Experience.** The Bidder should have satisfactorily completed Similar works during the last 05 (five) years as below. This should be certified by an officer not below the rank of Executive Engineer/Project Manager or equivalent.

(aa) Three similar works each of value not less than INR 30.87 Lakh.  
(40 percent of Estimated Project Cost).

Or

(ab) Two similar works each of value not less than INR 46.31 Lakh.  
(60 percent of Estimated Project Cost).

Or

(ac) One similar works each of value not less than INR 61.75 Lakh.  
(80 percent of Estimated Project Cost).

Similar work shall mean works of "**Consultancy for Architectural planning, structural and MEP design of Services, landscaping etc. for Govt. Building**".

**Note:**

(1) Eligible works required to satisfy conditions of Para above, should have been executed under valid contract and Client Certificate in support of having satisfactorily completed the works along with desired details shall be uploaded with bids. In case Non-government works are submitted in support of eligibility, certified copy of the contract documents and Tax Deducted at Source (TDS) certificates shall also be submitted and the TDS amount shall tally with the actual amount of work done.

(2) The value of executed works shall be brought to current costing level by enhancing the actual value of work at simple rate of 7% per annum; calculated from the date of completion to previous day of last date of submission of tenders.

(a) **Proof of Completion.** Completion report certificate duly signed by the concerned department/authority.

(b) Non Blacklisting Certificate as per Appx 4 of Chapter-I to be submitted.

Signature of the tenderer & Stamp

Sd/ xx xx xx  
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Staff Officer-I (Works)  
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(c) Certificate of Acceptance of Terms and Conditions of NIT as per Appx 2 of Chapter-I to be submitted.

(d) **Financial Stability Certificate (FSC)**. The Bidder should have **Average Annual Financial Turnover of Rs. 30,87,350.00** (40% of approx cost) on **consultancy works** during immediate last three consecutive financial years ending **31st March 2026**. Year in which no turnover is shown would also be considered for working out the average. **The value of annual turnover figures shall be brought to current value by enhancing the actual turnover figure at simple rate of 7% per annum.**

(e) The Bidder should not have incurred any loss (profit after tax should be positive) in more than two years during available last five consecutive balance sheets (Standalone financial statement) duly certified by the Chartered Accountant.

(f) The Bidder should have **Banker's Certificate** from a Nationalised commercial Bank for **Rs. 38,59,200.00** (50% of approx cost) (Scanned copy of original Banker's Certificate to be uploaded).

**or**

The Bidder should have **Net Worth** of Rs. 7,71,850.00 (10% of approx cost) (Scanned copy of Net Worth certificate issued by the certified Chartered Accountant on the prescribed Form B-1 to be uploaded)

Latest audited balance sheet of last two years duly signed by licensed Chartered Accountant alongwith UDIN to be submitted. Financial capability of the bidder should be at least 30% of the value of the contract.

(g) **Enlistment / Renewal Letter**. Enlistment/ Renewal letter of contractor in any Govt Department (scan copy to be uploaded) giving category and financial limit for Tendering.

(h) **Earnest Money Deposit/Tender Fee**. Scanned copy of Tender Fee and EMD to be deposited through Demand Draft/Bank Draft/ Fixed Deposit Receipt/TDR duly pledged in favour of **Directorate General Assam Rifles, Shillong-10** from a scheduled bank preferably a nationalized bank. EMD should be valid for a period of four months (bid validity) plus 45 days (Tender duration) i.e total 165 days (minimum) beyond the fixed Bid Validity period. Original EMD and Tender Fee to be submitted as per Para 12 of page No 05.

**MSME are exempted for goods and services but MSME exemption cannot be extended to construction works as it cannot be treated as service rendered or supply of goods** vide (CPWD works Manual SOP No DG/MAN/Misc/10 dated 27 Jun 2017)

(j) The bidder should have sufficient number of Technical and Administrative employees for the proper execution of the contract. The bidder should submit a list of these employees stating clearly how they would be involved in this work within 15 days of award of work.

(xiv) **Site Visit**. It is preferable that, the contractor or his/her authorized representative to visit the work site where the work is going to be executed. The contractor will enclose a certificate duly signed by the Liaison Office Assam Rifles, Opposite Army College of for the same. Medical Sciences Near Brar Square Delhi Cantt -110010, wherein the date of site visit by the contractor / his representative is endorsed.

Signature of the tenderer & Stamp

Sd/ xx xx xx  
(Pushkar Kaushik)  
Lt Col  
Staff Officer-I (Works)  
for Accepting Officer

(b) **DOCUMENTS TO BE SUBMITTED BY BIDDERS BUT WILL NOT FORM PART OF PQC**

- (i) Performa for e-payment as per Appx 3 of Chapter-I.
- (ii) Warranty / Guarantee certificate as per Appx 6 of Chapter-I (if required).
- (iii) Undertaking for No Use of Undue Influence as per Appx 7 of Chapter-I.
- (iv) Scanned copy of GST Registration Certificate issued by the concerned authority with supporting PAN / TIN to be uploaded.
- (v) **Implementation of EPF and ESI for Contract labour.**

(aa) The ESI and EPF contributions on the part of employer in respect of this contract shall be paid by the contractor. These contributions on the part of the employer paid by the contractor shall be reimbursed by the Engineer-in-charge to the contractor on actual basis.

(ab) The contractor whose bid is accepted will also be required to furnish either copy of applicable licenses/ registrations or proof of applying for obtaining labour licenses, registration with EPFO, ESIC and BOCW Welfare Board and Programme chart (Time and Progress) within the period specified.

(ac) No Running Account Bill shall be paid for the work till the applicable labour licenses, registration with EPF, ESIC and BOCW Welfare Board, whatever applicable are submitted by the contractor to the Engineer-in-charge.

(c) **Commercial Bid (Cost Bid) (Schedule 'A' Part-I).** Cost bid of only technically qualified tender will be opened by a board of officer, date of opening of cost bids will be intimated to the valid tenderers and posted on the website after evaluation of Technical Bids. Cost bid should contain following:-

(i) Commercial bid forms given in a standard Bill of Quantity format (Excel file) provided with tender document should only be used to fill up the commercial bid.

(ii) **Bidder are to note that submission of financial bids be done in the format provided and no other format is acceptable.** Bidders are required to download the Bill of Quantity file, open it and complete the coloured (unprotected cells with their respective financial quotes and other details viz. name of bidder (Firm name). No other columns should be changed. Once the details have been completed, the bidder should save it and submit it online without changing the file name. **If the Bill of Quantity file template is found to be modified by the bidder, the bid will be considered invalid and liable to be rejected.**

(iii) The cost is to be indicated for each items and it should be the execution of work/ execution of item, inclusive of carrying charges and all taxes, as applicable.

(iv) Rate will not be indicated in the technical Bid and if indicated, then the tender will be considered invalid.

(v) Tenders should quote the rate both in words and figures in the on line tender form available at [www.eprocure.gov.in](http://www.eprocure.gov.in) for each variety. In case of variation in rate quoted in words and in figures, the quoted rate in words will be considered as valid.

Signature of the tenderer & Stamp

Sd/ xx xx xx  
(Pushkar Kaushik)  
Lt Col  
Staff Officer-I (Works)  
for Accepting Officer

46. **The broad Scope of the Works / Terms of Reference shall be.**

- (a) Formulation of DPR to include:-
- (i) Layout plan duly approved by Engr Branch HQ DGAR.
  - (ii) Soil bearing capacity confirm through available documents/Soil Investigation Report.
  - (iii) Architectural drawings.
  - (iv) 3-D model and walk through model (required to be approved by Engr Branch, HQ DGAR).
  - (v) Vetting of structural drawings from reputed IIT / NIT.
  - (vi) Detailed Estimates (AE-I & AE-II) duly vetted from site executives/SO1 Works.
  - (vii) Approval of DPR from work sanctioning authority.
  - (viii) Structural drawings.
  - (ix) Visit to site, selection of site in coordination with Engineer executives (SO1 Wks) and JEs & User (preferably CO/Cdr) and inclusion of site availability certificate.
- (b) Planning parameters shall include all relevant building bye laws, NBC, rules, regulations and CVC guidelines. Misc rules with wrt Constr at Delhi and misc wks wrt constr at Delhi.
- (c) Supervision of work at various stages, i.e. foundation, RCC Slab, Column casting etc. as desired by the user formation.
- (d) Obtaining statutory approvals for design and drawings wherever applicable.
- (e) Corrections / changes / amendments as per site conditions.

47. **Evaluation of the proposal.** A two stage procedure will be adopted : -(a) **Stage – I**

(i) **Evaluation of Technical Bids.** A Technical Evaluation Committee (TEC) constituted by the HQ DGAR will examine the technical bids. This would be a paper evaluation comprising of scrutiny of all documents required to be submitted for the Tech Bid.

(ii) The TEC reserves the right to verify authenticity of all documents submitted by the firm through internet / telephone or other similar means.

(iii) Short listing of consultants for Stage-II.

(b) **Stage-II : Presentation**

(i) Shortlisted Consultant shall be called to give presentations on concept design proposal, project experience, competence and their capacity in project delivery, preparation of tender documents, experience of sub consultants including MEP and interior design consultants.

(ii) Total Technical Score to be given based on parameters of stage I & II.

(c) **Stage-III : Financial Bid** (Shortlisting of bidders for opening of Financial Bids)

(i) The cost bids of only technically qualified firms will be opened whose documents as per schedule of requirement have been found meeting the laid down specifications.

(ii) L-1 will be decided based on the overall technical score (70%) and cost of the item including taxes or any other charges (30%).

(iii) The commercial bid uploaded by bidder will be evaluated by a Board of Officers constituted by the Directorate General Assam Rifles further accessed by a Tender Processing Committee (TPC) for realistic prices. Depending upon the acceptance of the comparative statement of tenders (final prices) by the Competent Financial Authority (CFA), a work order may be placed to the successful bidders. The bidders will be required to accept the work order, enter into a contract for execution of work and execution of project as per terms and conditions mentioned in this Tender Enquiry.

(iv) **Acceptance/Rejection of Tenders.** Directorate General Assam Rifles reserves the right to accept or reject any or all tenders without assigning any reason.

Signature of the tenderer & Stamp

Sd/ xx xx xx  
 (Pushkar Kaushik)  
 Lt Col  
 Staff Officer-I (Works)  
 for Accepting Officer

48. **EVALUATION OF TECHNICAL BIDS**

(i) Shortlisted Consultants who qualified initial eligibility criteria shall be asked to submit "Technical Bid" which shall be evaluated by the Evaluation Committee formed by the competent authority of the Employer/Client/Department.

(ii) The Applicant shall demonstrate Methodology proposed for performing the assignment, Composition of the team with emphasis on Team leader and his standing in the field knowledge and understanding of project requirement. The Applicant consultants shall be required to make presentation of their concept, detailing, over all master plan involving details in 3D walk through with the help of adequate and specific details before the Evaluation Committee of the Employer/ Client/Department.

(iii) "Technical Bid" shall include drawing plans and architectural model(s), a brief report elucidating the Concept Architectural Design, and a power point presentation as following:

(a) **Drawing Plans and Architectural Model(s)** : The Architectural Design could be explained in the form of drawings with plans, sections at suitable scale, views, photographs and sketches along with Architectural Model(s) to show Architectural Character of building type / layout. The submission shall be restricted to A3 size with **maximum 10 single side print pages**.

(b) **Brief Report (three Copies)** : A report containing details that help to explain the design will accompany the drawing plans. The report may be limited to A3 size with **maximum 30 single side print pages**. The report should explain the concepts and should include necessary drawings and data supporting the proposal. A total of three copies of reports will be required for submission.

(c) **Power Point Presentation** : After the submission of Detail Architectural Design, Employer will call the Applicants to make a presentation. Maximum time allotted for the power-point presentation will be 40 minutes. The presentation should include:

(aa) The design proposal in detail supported with 3D visual renderings / walkthrough.

(ab) A brief introduction about the firm, project experience, competence and capacity in project delivery.

(iv) The evaluation of the Technical Bids shall be on the basis of concept, detailing, overall master plan, and presentation involving details in 3D walk through or any other criteria finalized by the evaluation committee, decision of which shall be final and binding and no claim whatsoever shall be entertained. The Applicant consultants shall be required to make presentation of their concept with the help of adequate and specific details before the Evaluation Committee of the Employer/ Client/Department.

(v) Evaluation committee shall evaluate the bids as per the Technical Evaluation Criteria as given below:

Ser	Parameters	Max Marks	Marks awarded
<b>PART- I : PROJECT PERSONNEL (Qualification&amp; Experience)(Max. Marks= 100):</b>			
<b>A</b>	<b>Team Leader / Project Architect (Max. Marks = 30) :</b>		
(i)	Graduate with 15 Yrs Experience - 20 Marks Graduate with 20 Yrs Experience - 25 Marks Graduate with 25 Yrs Experience - 30 Marks	30	
<b>B</b>	<b>Team Members / Domain Experts (Max. Marks= 70):</b>		
	5 marks for each Professional having minimum 10 Year experience and 2½ marks for each Professional having less than 10 Year experience)		
(ii)	Architects	10	
(iii)	Structural Engineers	10	
(iv)	Interior Designer	10	

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(v)	MEP Engineers	10	
(vi)	HVAC Experts	10	
(vii)	Fire Fighting System Experts	10	
(viii)	Green Building Consultant	5	
(ix)	EIA Expert	5	
<b>TOTAL PART-I</b>		<b>100</b>	
<b>PART-II : PRESENTATION OF REPORT (Max. Marks= 275)</b>			
<b>A</b>	<b>Building layout and land utilization, Urban Context, Landscaping &amp; aesthetics and Parking (Max. Marks= 100)</b>		
(i)	Building Layout and land utilization	30	
(ii)	Urban context	30	
(iii)	Landscaping & aesthetics	20	
(iv)	Parking	20	
<b>B</b>	<b>Concept &amp; Design of buildings (Max. Marks = 150)</b>		
(v)	Concept & Design	40	
(vi)	Space programming	30	
(vii)	Waiting areas, service areas, circulation areas, etc	30	
(viii)	Light and ventilation	20	
(ix)	Eco friendly/ Environment aesthetics	15	
(x)	FAR utilization and future expansion	15	
<b>C</b>	<b>Building efficiency, services in building and FAR utilization etc (Max Marks= 25)</b>		
(xi)	Building efficiency, services in building	15	
(xii)	Conservation of water	5	
(xiii)	Waste management system	5	
<b>TOTAL PART- II</b>		<b>275</b>	
<b>PART-III: Approach paper on proposed methodology and work plan in response to the terms of reference (Max. Marks = 25)</b>			
(i)	Technical approach, objective formulations functional analysis	5	
(ii)	Program and phasing's for approvals	10	
(iii)	Bidder's knowledge and understanding of project requirement	10	
<b>Total part-III</b>		<b>25</b>	
<b>Total Technical Marks (Tt)</b>		<b>400</b>	

(vi) Firms securing **70% (280 Marks)** or more Technical Marks shall only be considered Technically Qualified for opening of Financial Bids and Evaluation thereafter.

#### 49. **OPENING OF FINANCIAL BIDS & SELECTION OF SUCCESSFUL BIDDER**

(i) After evaluation of Technical bids, Technical Marks will be declared and thereafter Financial Bids of firms considered Technically Qualified for opening of Financial Bids shall be opened at the notified time, date and place.

(ii) The lowest Financial proposal ( $C_{low}$ ) shall be given a Financial Score (Fs) of 100 points. The financial score (Fs) of other proposals will be determined using the formula:  **$Fs=100 \times C_{low}/C$** , in which Fs is the Financial Score of the bidders,  $C_{low}$  is the lowest fees and C is the fees quoted by respective bidders.

(iii) Similarly, proposal with the highest Technical Marks (as allotted by the Evaluation Committee) shall be given a Technical Score (Ts) of 100 points and other proposals be given technical score that are proportional to their Technical Marks w.r.t. the highest Technical Marks using the formula:  **$Ts=100 \times T_{high}/T$** , in which Ts is the Technical Score of the bidders,  $T_{high}$  is the highest Technical Marks and T is the Technical Marks of respective Bidders.

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(iv) The bidders may please note that **70% weightage** will be given to the **Technical Score (Ts)** and **30% weightage** will be given to the **Financial Score (Fs)** of the Technically qualified bidders for final Selection of successful Bidder.

(v) Proposals will be ranked according to their Combined Weighted Score (S) to the Technical (Ts) and Financial (Fs) scores using the weights (T=the weightage given to the Technical Score; F=the weightage given to the Financial Score; T+F=1). The weightage given to the Technical and Financial proposals will be T=0.70, and F=0.30 in this bid. The Combined Score shall be calculated using the following formula :

$$\text{Combined Weighted Score, } S = Ts \times T + Fs \times F.$$

The Bidder who gets the maximum Combined Score ( $S_{max}$ ) shall be declared successful. This has been demonstrated by the example as below :

Let us assume the 3 participating bidders having their Technical Marks (T) and Quoted Fee (C) as below:

<u>Ser</u>	<u>Bidder</u>	<u>Technical Marks</u> <u>(T)</u>	<u>Quoted Fee (C)</u> <u>Rs. In lacs</u>
1	A	350	60
2	B	300	40
3	C	375	50

The Technical Scores will be applied a weightage of 70%. The lowest fee ( $C_{low}$ ) i.e. Rs.40 Lacs will be given Financial Score (FS) of 100 and the highest Technical Marks ( $T_{high}$ ) i.e 375 marks will be given Technical Score (TS) of 100. Financial & Technical Score of other bidders will be worked out on proportionate basis and thereafter weightage of 30% will be applied on marks so obtained.

The **Combined Score (S) = (Ts x T) + (Fs x F)** of the bidders will be as below:

<b>Combined Score of bidder A</b>	$S_A = 70 \times \frac{350}{375} + 30 \times \frac{40}{60}$	<b>= 85.33 marks</b>
<b>Combined Score of bidder B</b>	$S_B = 70 \times \frac{300}{375} + 30 \times \frac{40}{40}$	<b>= 86.00 marks</b>
<b>Combined Score of bidder C</b>	$S_C = 70 \times \frac{375}{375} + 30 \times \frac{40}{50}$	<b>= 94.00 marks</b>

As per above, the Bidder C gets the maximum Combined Score ( $S_{max}$ ) and shall be declared successful.

The bidder should take enough care to submit all the information sought by the employer/department in the desired formats. The bids are liable to be rejected if information is not provided in the desired formats. The Employer/Client/Department has right to accept or reject any or all bids without assigning any reason.

## 50. AWARD OF WORK

(a) The work will be awarded to the applicant, scoring highest Combined Score (S) amongst the technically qualified bidders. The successful bidder shall be informed by the Engineer-in-Charge through a letter of acceptance of his offer.

(b) In case of a tie, bidder scoring highest marks in technical evaluation shall be awarded the tender.

(c) The consultant shall submit to the Engineer-in- Charge within 7 days of award of work, prescribed Performance Guarantee.

(d) The consultant shall communicate to the Engineer-in- Charge with 15 days of award of work, the names of all the sub consultants to be associated with and shall enter into a formal agreement with sub consultants bringing out all the relevant terms of their association vis-à-vis consultant i.e., main architect/consultant.

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(e) The consultant shall submit to the Engineer-in- Charge for record, all the formal letters of confirmation from the sub consultants to work with the main architect/consultant. The selected applicant is expected to commence the Assignment immediately after issue of letter of award.

51. **Insurance.**

- (a) Contractor shall produce character certificate, ITI/experience certificate of the staff employed.
- (b) Contractor shall be responsible for any discipline cases of staff employed.
- (c) Contractor shall be responsible for any accident/insurance claim of staff employed.
- (d) Proper documents to be maintained for Salary disbursement of the staff employed.

52. For any change in terms and condition of tender/tender specification, the tenderers are requested to visit CPP e-procurement site <http://eprocure.gov.in/eprocure/app> regularly.

53. The department reserves the right to increase or decrease the quantity of the works at any stage or to cancel or reject any / all of the tendered items of works without assigning any reasons.

54. If you are in the position to quote for work in accordance with requirements stated in the attached schedule to tender, all documents attached herewith should be duly filled in, signed and required to be uploaded.

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for Accepting Officer

### INSTRUCTIONS FOR TENDERERS

1. The Tenderer is required to quote his rates in figures and words against each items of Schedule 'A' in respect of "to be quoted schedules" and amounts and derived percentages in figures and words against each Schedule in General Summary in respect of "pre priced Schedule". The tenderer shall quote his rates/amounts on the Schedule 'A' and General Summary pages only.
  - (a) Name of work being tendered for as given in NIT.
  - (b) Name and address of tenderer along with his seal duly signed by, auth signatory of Firm as in letter head.
2. Wherever the tenderer is required to write both in figures and words, he should ensure that there is no discrepancy between figures and words. The word 'Only' should be added immediately after the last word of rate/amount/percentage mentioned in words. In case of discrepancy amount in words shall be considered.
3. In case of partnership concern/firm or a limited company, signatory to offer shall ensure that he is competent to bind the contractor/firm (through partnership deed, general power of attorney or memorandum and articles of Association of a Company) in all the matters pertaining to the contracts with Union of India including arbitration clause. An attested copy of the documents confirming of such authority shall be attached with the offer, if not submitted earlier. In case of Sole proprietorship, self-sworn affidavit is required to be produced.
4. Conditional tenders will be treated as invalid tenders and will not be considered.
5. **Bid Validity**. A bid shall be valid for 120 days (one hundred twenty days) unless otherwise specified from the date of opening of the tender. A bid valid for shorter period can be rejected by the user, as being nonresponsive.
6. **Earnest Money**.
  - (a) The tender should be accompanied by Earnest Money to be submitted duly pledged in favour of **Directorate General Assam Rifles, Shillong-10**. The EMD may be accepted in the form of Account payee Demand draft, Fixed Deposit Receipt, TDR from a bank preferably a nationalised bank. EMD should be valid for a period of 45 days beyond the fixed Bid Validity period.
  - (b) Firms submitting EMD through Bank Guarantee are required to ensure authenticity of the same through digitally signed secured e-mail from issuing banks to official e-mail ID of SO-1 (Works).
7. **Bank Guarantee (BG)**.
  - (a) Getting confirmation through digitally signed secured e-mails from issuing Banks.
  - (b) Online verification of Company portal with user ID and password followed by 2<sup>nd</sup> stage authentication system generated One Time Password (OTP) on portal for reconfirmation.
  - (c) E-mail confirmation followed by 2<sup>nd</sup> stage authentication by system generated SMS through registered mobile and reconfirmation through SMS to the verifying office.
8. **Forfeiture of earnest money :-** If any tenderer withdraws his tender before the expiry of the validity period, or before the issue of letter of acceptance, whichever is earlier, or makes any modification in the terms and conditions of the tender which are not acceptable to the department, then the Government shall, without prejudice to any other right or remedy, be at liberty to forfeit 100% of the earnest money absolutely. This provision would naturally apply only to the lowest tenderer once the earnest money of all the tenderers except those of the lowest is refunded as per provisions under para 19.5(1) of CPWD Manual. If contractor fails to furnish the prescribed performance guarantee within the Prescribed period, the earnest money is absolutely forfeited automatically without any notice. In case of forfeiture of earnest money as Prescribed in above the tenderer shall not be allowed to participate in the retendering process of the work. (Ref Para 19.8 of CPWD manual).
9. **Release of EMD/ Refund of EMD :-** The earnest money submitted by all the tenderer except the lowest tenderer shall be refunded immediately within a week from the date of acceptance of successful bidder. (Auth CPWD work manual – 2022 Para 5.1.4 (1)).
10. This INSTRUCTIONS FOR TENDERER along with Particular Specifications shall form part of the tender documents.
11. "Accepting Officer" means the duly authorised officer who signs the contract on behalf of the President of India as duly designated by CFA.
12. Tender value is inclusive of GST, EPF, ESIC & LWC. In case of any amendment made by Government during the course of contract towards GST, EPF, ESIC & LWC charges same has to be borne by Contractors.

Signature of the tenderer & Stamp

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for Accepting Officer

## NOTICE INVITING TENDER

1. A tender is invited for the work as given in Appx 'A'.
  - (a) The work is estimated to cost as given in Appx 'A'. This estimate however is not guaranteed and is merely given as a rough guidance and if the work costs more or less a tenderer will have no claim on that account.
  - (b) The Tenderer shall calculate his own unit rates from the specifications and other information furnished in the tender documents for each item as given in Schedule 'A'.
2. The work is to be completed within the period given in Appendix 'A' (in accordance with the phasing if any, indicated in the tender) from the date of handing over the site, which will be within 30 days after acceptance of tender.
3. Contractors registered with Director General Assam Rifles may deposit Bank solvency & purchase tenders. Contractors registered with other govt organisations may also upload tender however their eligibility for tender participation will be subject to submission of Financial and personal credential of Registration as Govt. dept Contractor duly authenticated by an officers not below Executive Engineer/ Superintending Engineer of the concerned department with whom contractor is registered along with the tender documents. This will include:-
  - (a) Registration documents with validity copy.
  - (b) Financial and Solvency limit.
  - (c) Personal Details of Firms.

3.1 Under no circumstances will a father and his son (s) or other close relation who have business dealing with one another be allowed for the same contract as separate competitors. Any breach of this condition will render the tenders of both parties liable to rejection.
4. **Earnest Money (Bid Security).**
  - (a) The Earnest Money as stated in para 6 of Instruction for tenderers will be accepted in the Form of Account payee Demand Draft, Fixed Deposit Receipt, Bankers cheque or Bank Guarantee.
  - (b) It should be ensured that the Earnest Money from any Commercial bank is pledged in favour of **Directorate General Assam Rifles, Shillong-10.**
  - (c) If the banks are closed on the last date of receipt of tenders, the date shall be postponed suitably.

4.1 **Validity period EMD:** - Earnest Money shall be valid for a period of four months (bid validity) plus 45 days (Tender duration) i.e, total 165 days (minimum).

4.2 The Director General Assam Rifles as the CFA will release/ refund the earnest money, wherever applicable, to all unsuccessful tenderers after expiry of the Final bid validity and latest on or before the 30<sup>th</sup> day after the award of the contract by endorsing an authority on the deposit receipt for its refund on production by the tenderer of a certificate of the Accepting Officer that a bonafied tender was received and all documents are returned.

4.3 The Director General Assam Rifles as the CFA concerned will either return the Earnest Money to the successful tenderer by endorsing an authority on the 'Deposit Receipt' for its refund, on receipt of an appropriate amount of Security Deposit or will retain the same in part or full on account of Security Deposit, if such a transaction is feasible.
5. **Security Deposit (Performance Security):-**
  - (i) To ensure due performance of the contract, Performance Security is to be obtained from the successful bidder awarded the contract. Performance Security is to be obtained from every successful bidder irrespective of its registration status etc. Performance Security should be for an amount of five percent (5%) of the value of the contract. Performance Security may be furnished in the form of an Account payee Demand Draft, Fixed Deposit Receipt, Bank Guarantee from a recognised bank in an acceptable form safeguarding the purchasers interest in all respect. Performance Security shall be 5% of value of Contract.

Signature of the tenderer & Stamp

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Lt Col  
Staff Officer-I (Works)  
for Accepting Officer

(ii) Performance Security should remain valid for a period of sixty days beyond the date of completion of all contractual obligations of the contractor including warranty obligations and five percent security for defect liability period.

(iii) Bid security should be refunded to the successful bidder on receipt of Performance Security .

(iv) Firms submitting Security Deposit through Bank Guarantee are required to ensure authenticity of the same through digitally signed secured e-mail from issuing banks to official e-mail ID of SO-1 (Works), HQ DG Assam Rifles(engrbr3@gmail.com).

6. Documents pertaining to the work (Signed for the purpose of identification by the Accepting Officer or his accredited representative) and works to be supplied by the contractor will be opened for inspection by the tenderer at the office of Accepting Officer concerned during working hours.

7. The tenderers are advised to visit site by making prior appointment with the Accepting Officer concerned in sufficient time.

8. A Tenderer shall be deemed to have full knowledge of all relevant documents, samples, site etc whether he has inspected them or not.

9. Any tender which proposed any alteration to any of the condition laid down or which proposes any other condition or description, what so ever, is liable to be rejected.

10. The submission of tender by a tenderer implies that he has read this Notice and Conditions of Contract and has made himself aware of the scope and specifications of the work to be done and of the condition and rates of works, tools and plants etc. that will be issued to him and local conditions and other factors bearing on the execution of the work.

11. **Compensation for delay (Liquidated Damages).**

(a) If the contractor fails to maintain the required progress as per contract agreement or to complete the work and clear the site on or before contract completion or extended date of completion, he shall, without prejudice to any other right or remedy available under the law be liable to the Government on account of such breach and pay as agreed compensation, the amount calculated at the rates stipulated below, duly approved by CFA (whose decision in writing shall be final and binding) who may decide on the amount of tendered value of the work for every completed day/month (as applicable) that the progress remains below that specified in Contract Agreement.

(b) This will also apply to items or group of items for which a separate period of completion has been specified.

(c) With max rate @1% (one percent) per month for delay to be computed on per day basis based on quantum of damage suffered due to stated delay on the part of Contractor.

Provided always that the total amount of compensation for delay to be paid under this condition shall not exceed 10% (ten percent) of the accepted tendered value of work or of the accepted tendered value. (Auth GCC-2020 for CPWD construction works Manual Para Clause 2(i)).

(d) The amount of compensation may be adjusted or set-off against any sum payable to the contractor under this or any other contract with the Government. In case, the contractor does not achieve a particular milestone mentioned as per Contract Agreement, or the re-scheduled milestone(s), the amount shown against that PDC shall be withheld, to be adjusted against the compensation levied at the final grant of Extension of Time. With-holding of this amount on failure to achieve a PDC, shall be automatic without any notice to the contractor. However, if the contractor catches up with the progress of work on the subsequent milestone, the withheld amount shall be released. In case the contractor fails to make up for the delay in subsequent milestone(s), amount mentioned against each milestone missed subsequently also shall be withheld. However, no interest, whatsoever, shall be payable on such withheld amount.

Signature of the tenderer & Stamp

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## 12. Time and Extension for Delay

(a) The time allowed for execution of the works as specified in the Contract Agreement/work order or the extended time in accordance with these conditions shall be the essence of the Contract. The execution of the works shall commence from such time period as mentioned in work order or from the date of handing over of the site whichever is later. If the contractor commits default in commencing the execution of the work as aforesaid, Government shall without prejudice to any other right or remedy available in law, be at liberty to forfeit the earnest money & performance guarantee absolutely alongwith cancellation of work for retendering.

(b) As soon as possible, after the Contract is let or any substantial works order is placed and before work under it is begun, the SO1 (Engineer)/ Contract operating authority and the Contractor shall agree upon a time and progress chart. The Chart shall be prepared in direct relation to the time stated in the contract documents or the work order for completion of the individual items thereof and/or the Contract or work order as a whole. It shall indicate the forecast of the dates for commencement and completion of the various trade processes or sections of the work and shall be amended as may be required by agreement between the SO1 (Engineer)/Contract operating authority and the Contractor within limitation of time imposed in the contract documents or work order. If the works be delayed :-

- (i) By force majeure, or
- (ii) By reason of abnormally bad weather, or
- (iii) By reason of serious loss or damage by fire, or
- (iv) By reason of civil commotion, local commotion of workmen, strike or lockout, affecting any of the trades employed on the work, or
- (v) By reasons of delay on part of nominated sub-contractors, or nominated contractor, which the Contractor has in the opinion of SO1(Engineer)/Contract operating authority, taken all practicable steps to avoid or reduce, or
- (vi) By reason of delay on the part of Contractors or tradesmen engaged by Government in executing works not forming part of the contract, or
- (vii) By reason of any other cause, which in the absolute discretion of the Accepting Officer is beyond the Contractor's control.

(c) Then, in such case the Accepting Officer may make fair and reasonable extension in the completion dates of individual items or groups of items of work for which separate periods of completion are mentioned in the contract documents or work order as applicable.

(d) Upon the happening any such event causing delay, the Contractor shall immediately, but not later than 14 days of the happening of the event, give notice thereof in writing to the SO1(Engineer)/ Contract operating authority but shall nevertheless use constantly his best endeavor to prevent or make good the delay and shall do all that may reasonably be required to the satisfaction of the SO1 (Engineer)/Contract operating authority to proceed with the works for which SO1 will monitor details on record. Extension of time shall be approved by the CFA.

(e) In case the Contractor fails to notify the SO1 (Engineer)/Contract operating authority of happening of an event(s) causing delay within the period of 30 days stipulated above, he shall forfeit his right to claim extension of time for the delay caused due to such event(s).

(f) If the work is delayed by reason of non-availability of Government stores shown in Schedule 'B', then, in any such event notwithstanding the herein for contained, the CFA may in his discretion grant such extension of time as may appear reasonable to him and the same shall be communicated to the Contractor by the SO1 (Engineer)/Contract operating authority in writing. The decision so communicated shall be final and binding and the Contractor shall be bound to complete the works within such extended time.

(g) No claim in respect of compensation or otherwise, howsoever arising, as a result of extensions granted under conditions above shall be admitted.

Signature of the tenderer & Stamp

Sd/ xx xx xx  
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 Lt Col  
 Staff Officer-I (Works)  
 for Accepting Officer

13. **Cancellation, Foreclosure and Termination of Contract** : - If the contractor:-

(a) Makes default in commencing the works within a reasonable time from the date of the handing over the site and continues in that state after a reasonable notice from SO2/SO1 (Engineer)/contract operating authority).

or

(b) In the opinion of the SO2/SO1 (Engineer)/Contract operating authority at any time, whether before or after the date or extended date for completion, makes default in proceeding with the works, with due diligence and continues in that state after a reasonable notice from SO2/SO1 (Engineer)/Contract operating authority.

(c) Fails to comply with any of the terms and conditions of the Contract, or after reasonable notice in writing with orders properly issued there under,

or

(d) Fails to complete the works, work order and items of works, with individual dates for completion, and clear the site on or, before the date of completion.

13.1. The Director General Assam Rifles as the CFA may, without prejudice to any other right or remedy which shall have accrued or shall occurred thereafter to Govt, cancel the contract as a whole or only such work order (s) or items of work in default from the contract: whenever the Director General Assam Rifles as the CFA exercises his authority to cancel the contact as a whole or in part under this condition he may complete the work by any means at contractors risk and cost.

14. The Director General Assam Rifles as the CFA does not bind himself to accept the lowest or any tender or to give any reasons for not doing so.

15. The Director General Assam Rifles as the CFA reserves his right to accept a tender submitted by a Public Sector Under taking giving a price preference over other tender which may be lower or as admissible under the Govt. Policy. No claim for any compensation or otherwise will be admissible from such tenderers whose tenders may be rejected on account of the said policy.

16. Handing/Taking over of work site like residential accns will be completed in two phases wise manner as fifty percent of total scope of work will be handed over to 1<sup>st</sup> phase and remaining will be handed over as subsequently.

17. The change of site will not be accepted after administrative approval. In case of unavoidable circumstances the concurrence of the Director General Assam Rifles as the CFA is essential before commencement of work.

18. The completion report will be address to the Accepting Officer. The contractor will make sure that work will be completed in all respect as per Schedule's, drawings and specification.

19. The work order duly completed in all aspect will be issued within a week after approval of works by Director General Assam Rifles as the CFA.

20. This NOTICE OF TENDER INCLUDING APPENDIX 'A' shall form part of the tender documents

Signature of the tenderer & Stamp

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for Accepting Officer

**SCOPE OF WORK / SCHEDULE - 'A'**

1. **SCOPE OF WORK** : Consultancy Services for Architectural Planning, Structural Planning & Design of MEP Services and necessary approvals at LOAR New Delhi for the following work :-

<b>Ser</b>	<b>Name of Work</b>
(a)	Provision of Offr accn and multipurpose hall (G+5) at LOAR, New Delhi.
(b)	Provision of JCO accn (G+5) at LOAR, New Delhi.
(c)	Provision of Mahila accn and Guest rooms (G+5) at LOAR, New Delhi.
(d)	Provision of OR accn (G+5) at LOAR, New Delhi.
(e)	Provision of Office and ancillary building (S+5) at LOAR, New Delhi.
(f)	Provision of utility services with allied works at LOAR, New Delhi

**DETAILS OF THE PROJECT :**

1.1. It is proposed to construct the various types of Residential/ office building alongwith infra assests for Assam Rifles as mentioned in NIT. Most buildings in surrounding area are Ground or G+5 to S+6 thus it is desired that to match with the surrounding ambience, the complex will be preferably designed for climatic conditions and maximizing soft/green areas on ground. And provision of future expansion after construction of the current requirements proposed above. Provision of various functional spaces to be included in the design along with interior and exterior design and other amenities with all required MEP services including internal services, HVAC, Power wiring, Telephone wiring, Lighting Protection, DG Set, Geyser, Fire Fighting System, Roads and Hard standings, Sewage Disposal/STP, Water Supply, Storm Drainage, External Electrification, Landscaping works / Potted Plants etc. as per norms and specifications.

1.2. The Building will be raised with local architectural touch possessing an ambience designed in accordance with standard green building concept and guidelines.

1.3. The design shall be in strict conformity with the prevailing local bye-laws, environmental clearance regulations and any other applicable statutory requirements and will also be built as per the prescribed guidelines of local competent authority.

1.4. The Buildings shall be designed suitable for the comfortable usage of differently abled persons as per the latest versions of "Guidelines and space standards for Barrier free Built Environment for Disabled and Elderly Persons" published by CPWD (Central Public Works Department, Ministry of Urban Affairs & Employment), India and the stipulations of the statutory bodies, for the respective areas of staff, public and toilets etc.

1.5. Provisions of lifts, corridors, staircases, toilets, shafts/spaces for various services, etc. shall be made as per the stipulations of the National Building Code, National Electric Code, Relevant IS Codes and also the local bye-laws & statutory requirements.

1.6. **LOCATION:**

<b>Ser</b>	<b>Name of Work with location</b>
(a)	Provision of Offr accn and multipurpose hall (G+5) at LOAR, New Delhi.
(b)	Provision of JCO accn (G+5) at LOAR, New Delhi.
(c)	Provision of Mahila accn and Guest rooms (G+5) at LOAR, New Delhi.
(d)	Provision of OR accn (G+5) at LOAR, New Delhi.
(e)	Provision of Office and ancillary building (S+5) at LOAR, New Delhi.
(f)	Provision of utility services with allied works at LOAR, New Delhi

2. **SCOPE OF CONSULTANCY JOB :**

2.1. The consultant shall provide **Consultancy Services for Architectural Planning, Structural Planning& Design of MEP Services and necessary approvals** along with design of Civil/E&M Services, Landscaping & Horticulture as per client requirements. Scope of the consultancy services is broadly described hereinafter. The services to be provided by the Consultant shall include but not be limited to the following:

2.2. The Scope of the consultancy services to be provided by consultant to provide comprehensive consultancy services in Project Conceptualization covering space utilization, functional relations, preparation of master plan including obtaining

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its statutory and local bodies approvals, zoning plan, preliminary project report, detailed architectural drawings, preliminary structural analysis, design and detailing of all services & their drawings, external development works, landscaping, detailed project report and preparation of all Bid/ Tender documents etc.. Preparation of all submission drawings (any numbers) / materials and models (3D as well as physical) as per the required size/scale as required by Client/Local Bodies/Statutory Bodies/Authorities.

2.3. Any other Approval/Clearance/NOC/Permission etc. not expressly mentioned in this contract but required before start of Work shall be obtained by the consultant.

2.4. All statutory payments / fees required for these approvals from local authorities shall be made by the Engineer-in-charge. For saving of time if the payment is required to be made urgently the contractor/consultant should make the payment and the amount will be reimbursed by the department after production of original vouchers & receipts.

2.5. However, it should be clearly understood that the scope of work described herein is only indicative, and the Consultant shall be required to perform any other services which may be required whether expressly mentioned or not hereinafter in this contract document for the project to the satisfaction of the client/employer. The built-up plinth area for the buildings to be constructed in the project for which Consultancy is to be provided mentioned herein this bid document is merely for rough guidance. Detailed functional requirements and other details of the building/services have been furnished with this bid document and buildings shall be designed as per functional requirements to be finalized by the Client/Owner. The services to be provided by the Consultant shall include but not be limited to the following:

### 3. Concept Design

(i) Interact with client and assess the exact requirement of client for preparation of concept designs and Master Plan for the entire area of land of .....

(ii) To carry out **Topographic Survey** of the site of the project and verifying the site dimensions as per the site plan provided with bid document/ or made available by Engineer-in-Charge. The survey work will be done by total station survey equipment only.

(iii) To conduct **Detailed Soil investigation** through specialized agencies as per requirements of the relevant BIS Code / NBC 2016 for determining type of foundation and its design from the consultant approved by Engineer-in-Charge.

(iv) To carry out site evaluation and prepare site zoning and to propose various options for layout of the proposed buildings, their linkages in consultation with Client/Employer etc.

### 4. Detailed Architectural Planning

4.1 Prepare drawings, schedules and specification of materials and workmanship, in sufficient detail. The drawings & documents shall include detailed site plan, detailed drawings for each building including floor plans, elevations, door & window schedules, finishing schedules, wall profiles, Staircases, ramp and lift details, details of building parts / areas, landscape & horticulture details etc. As far as possible standards of quality performance requirement and descriptive names shall be used rather than specific products or brand names.

4.2 Prepare and issue "Good for construction" drawings. Drawings shall be adequately detailed and shall contain enough information to enable construction, full measurement, pricing and production of bill for payment. The working drawing shall include.

- Floor Plans fully coordinated with all services/disciplines.

4.3 Prepare the concept Architectural drawings complying with Local Byelaws, National Building Code, Other statutory Authority regulations and CPWD Disability Act Guidelines etc. The concept drawings shall be developed considering following aspects :

- To cater for different functional requirements of user with creative indoor

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- spaces, surroundings, better circulation and flexibility in space planning.
- Integrated designs of electrical, mechanical and other services with structural system and construction methodology with Bare minimum maintenance/ maintenance free mechanism.
  - Climate responsive Architecture with integration of daylight and electric light, thermal comfort, ventilation and highest performance standards for work space efficiency.
  - Use of low embodied energy materials and local/reused materials and consideration of green building principles.
  - Water and solid waste management with waste water recycling, water conservation and rain water harvesting.
  - Development of surroundings with site terrain consideration, traffic circulation, indigenous vegetation and plantation.
  - The building(s) proposed to be developed should be amenable to latest systems of construction technologies for enabling repeatability and fast track and ease in construction, keeping in mind a lower embodied energy of material and lower energy consumption in the proposed complex.
  - All the spaces in the building provided shall be adequately ventilated for light and air.
  - Suitable escapes for fire shall be planned as per the requirement specified in NBC and other applicable standard codes of practice.
  - The setbacks and height of the building shall conform to all regulatory authority rules.
  - Service routing and ducts shall be planned for easy access, maintenance and scalability.
  - Green building materials shall be used as far as possible for obtaining desired certification from proposed Green rating system.
  - Sufficient space for parking of vehicles as per the norms shall be provided
  - Vertical circulation shall be well planned to provide quick access to upper floors by suitable location of stairs and bank of elevators.
  - Elevations, Sections & Wall profiles
  - Doors & Window details
  - Stairs/Ramps/Lifts details
  - Details of building parts, areas, critical special treatments.
  - Toilet details
  - Flooring pattern and details, Dado details
  - Roof flow, drainage system including rain water harvesting system underground tank
  - Detailed design and drawings of all types of furniture of Conference Hall, Auditorium etc. as per the requirement of the CPWD/User Department.
  - Detailed drawing of art work.
  - Any other detailed require by the engineer in charge.
  - Interior design including design of furniture & furnishing etc. in Offices Rooms, Conference Hall, Auditorium and other areas as desired by client.
  - Landscape i/c water bodies & Horticulture works of whole campus including around the buildings
  - Drawings of landscape including blow up of critical areas / landscapes in detailed coordination with all external services

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- Checking and certifying the Architectural drawings, technical specifications, services and all other drawings to ensure their completeness/correctness
- Finalizing finishing schedule, elevation treatment, fixtures, colour scheme of all buildings

4.4 Preparation of Interior design and Room wise Equipment / Furniture layout / Furnishing. Equipment layout drawings on suitable scale.

## 5. Structural Design:

5.1 Preparation of complete Structural Design / Drawings for Foundations, Superstructure and other Structures to be provided/constructed within works area, as per the provision contained in IS Codes/NBC2016 taking into consideration the protection against Seismic Forces required for Earthquake Resistant Structures which shall include :

- a) Detailed Soil Investigation.
- b) Framing and preparation of structural system.
- c) Building/structure wise structural analysis and design.
- d) Preparation of building/structure wise preliminary structural drawings.
- e) Preparation of building/structure wise detailed structural 'Good for Construction' drawings.
- f) The structural design shall be carried out in terms of latest editions (and up-to-date

correction/amendment/errata of BIS Codes (Bureau of Indian Standards), Other relevant seismic/other codes for making Building Earthquake Resistant, and as desired by the client/Employer. The Proof Checking of the Structural Drawings shall be carried out from Reputed Government Engineering Institutes like IITs, NIT sector as approved by the Engineer-in-charge. The fee for proof checking shall be borne by the Consultant and subsequently reimbursed by the department on producing the proof of payment of proof checking fee.

5.2 Submission of all design calculations in hard/ soft copies **Green Building Design:** The consultant shall design the building as green buildings compliant with **GRIHA 3-Star Rating** and propose computations for compliance of various provisions for getting the GRIHA 3-Star rating.

## 6. **Services and Miscellaneous works**

6.1 External Bulk services with schematic planning and design like water supply, sewerage system/STP, storm water drains, Boundary wall along with Gate & Security Room, underground parking, underground water tanks, roads, paths, horticulture, street furniture, disabled friendly corridors, signage, Landscape & site development planning, Interiors design Automatic Fire Alarm System, wet risers, fire Sensing system, Sprinklers, LAN, EPABX, Solar Water Heating, as per norms, HVAC,CCTV, Access Control System, BMS, UPS, TV, Point wiring, Dish Antenna, Projector & Multimedia, IT(Server, PC etc.),Lifts, Electric Sub Station and DG Sets and load factor / DG Set specifications, Medical Gas pipeline, etc.

6.2 Coordination of various services

6.3 The required internal and external services have to be planned with economical cost, minimum maintenance and lowest consumption of energy, water & electricity.

6.4 One combined integrated drawing of all services will be prepared. (For internal & external services separately). For services being laid in false ceiling, an integrated plan of all services will also be prepared to avoid interference from each other.

## 7. **Presentations and Models**

7.1 Preparation of 3D CAD Model(s) depicting interior and faced design features of the building(s) (if required)

7.2 Preparation of 3D views and blow ups of typical and critical areas and walk through depicting interior design features. (if required)

## 8. **Approval from Local Bodies / Statutory Authorities**

8.1 Consultant shall be responsible for obtaining all mandatory approvals from Local

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Bodies/Municipal Corporation (approval of master plan, zoning plan, etc. along with necessary revisions as per requirements), Environment Impact Assessment (EIA) Clearance from Ministry of Environment Forest NOC and Tree Cutting Permissions, Fire scheme approval from Fire Department, NOC from Airport Authority of India, any other Statutory/Licensing Authority Approvals etc. applicable and required for **commencing and execution of Work & Services** is included in the scope of planning work.

8.2 Preparation of all submission drawings (any numbers) / materials and models as per the required size/scale as required by Local Bodies/Statutory Bodies/Authorities.

**8.3 Any other Approval/Clearance/NOC/Permission/Compliance reports etc. not expressly mentioned in this contract but required before start shall be obtained by the consultant.**

8.4 Department's role shall be limited only to sign the application / drawings / documents for submission to the Authorities/Local Bodies in the capacity of the owner for approval.

8.5 All statutory payments required for these approvals from local authorities shall be made by the Engineer-in-charge. For saving of time if the payment is required to be made urgently the contractor/consultant should make the payment and the amount will be reimbursed by the department after production of original vouchers & receipts. Charges if levied by relevant authority shall be paid by the consultant and department shall reimburse the same to the consultant.

## 9. Specifications

9.1 Preparation of Data sheet showing Room, type wise and Building wise finishing, flooring and Door/windows and other high-end Inventory schedule.

9.2 Preparation of Technical Specification for civil works, electrical works, services, equipments, furniture, furnishing etc. for all items.

## 10 Estimate and Costing

10.1 Preparation of Preliminary Project cost estimate(s) for the entire scope of the project involved based on applicable Plinth Area Rates and Market rates for non-schedule items as per the prescribed format of CPWD.

10.2 Preparation of detailed cost estimate(s) of the entire scope of the project by considering individual/group of buildings/structures, Civil Services/Electrical Services/Furniture/ Landscaping etc., based on Latest CPWD Delhi Schedule of Rates (DSR) on the prescribed format. The Detailed Estimate showing details of measurement, BOQ, draft tender document, analysis of rates, specifications etc. shall have to be prepared and submitted by the consultant to the Engineer-in-Charge, CPWD for formal approval.

## 11. Tendering

The consultant shall prepare submit schedule of Quantities with details of measurements (in case of item rate tender) or Inputs required for defining scope of work e.g. schedule of finishes, inventory of fittings/fixtures, door/window details and other specifications (in case of EPC tender) along with specifications and special conditions etc. for call of tenders for execution of work in suitable packages as desired by the Engineer-in-charge. The tender document (Item rate or EPC) shall be prepared by consultant to the satisfaction of the Engineer-in-charge to ensure transparent and competitive bidding as per latest CPWD guidelines.

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**12. General**

12.1 Minimum Eight sets of all approved drawings and two set of soft copies of the same will be furnished by the Consultant free of cost. However, in case additional sets of drawings in hard copy are essentially required by the Employer/Client, the same shall also be provided free of cost and nothing extra shall be payable on this account.

12.2 The details of the scope of the work involved mentioned in this Bid Document are broad and suggestive. Notwithstanding the details of the scope of the work and role of consultant mentioned elsewhere in this Bid Document, the consultant is required to provide consultancy services on all aspects of the work for completing comprehensive planning and designing for the project.

12.3 However, the employer reserves the right to exclude any of the above services from the scope of the consultant's work. In case of withdrawal of any services from the scope of consultants work at later stage, the consultant shall be paid for the work done by him upto the date of withdrawal of such item/item of work and services.

12.4 Providing project management supervision, Quality control and Quality assurance, during the construction of related infrastructure.

12.5 Site Visit: At least 2 Site visit each month or as required by the client. The consultant shall maintain constant and regular interaction with the department, Client/Owner and Structural/Services proof consultants for formulating the design philosophy and parameters, preparation of preliminary designs/working drawings.

12.5. **Supervision of work.** The consultant will supervise the work till completion upto 100% satisfaction of client/ users. The consultant is also responsible for quality and quantity of work during execution of work and claiming of payment.

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## GENERAL CONDITIONS OF CONTRACT

### 1. PERFORMANCE GUARANTEE

1.1 The Bidder shall submit an irrevocable **Performance Guarantee of 5%** (Five percent) of the bid amount in addition to other deposits mentioned elsewhere in the contract for his proper performance of the contract agreement, (not withstanding and/or without prejudice to any other provisions in the contract) within **7 (Seven) days** from the date of issue of letter of acceptance. This period can be further extended by the Engineer-in-Charge up to a maximum period of **3 (Three) days** on written request of the Bidder stating the reason for delays in procuring the Performance Guarantee, to the satisfaction of the Engineer-in-Charge. This guarantee shall be in the form of Fixed Deposit Receipts / Deposit at Call receipt /Banker's Cheque /Demand Draft /Pay Order of the State Bank of India or any scheduled bank (in case guarantee amount is less than Rs.1,00,000/-) or Guarantee Bonds of the State Bank of India or any Scheduled Bank in accordance with the form annexed hereto.

1.2 The Performance Guarantee shall be initially valid for **6 months (3+3 months)** and same will be get extended till the consultancy work is completed. The performance guarantee shall be returned thereafter to the Bidder, without any interest.

1.3 The Engineer-in-Charge shall not make a claim under the performance guarantee except for amounts to which the President of India is entitled under the contract (not withstanding and/or without prejudice to any other provisions in the contract agreement) in the event of:

1.4 Failure by the Bidder to extend the validity of the Performance Guarantee as described herein above, in which event the Engineer-in-Charge may claim the full amount of the Performance Guarantee.

1.5 Failure by the Bidder to pay President of India any amount due, either as agreed by the Bidder or determined under any of the Clauses/Conditions of the agreement, within 30 days of the service of notice to this effect by Engineer-in-Charge.

1.6 Failure to execute any subcomponent for which action to get it done at Risk and cost of the bidder is taken.

1.7 In the event of the contract being determined or rescinded under provision of any of the Clause/Condition of the agreement, the performance guarantee shall stand forfeited in full and shall be absolutely at the disposal of the President of India.

1.8 The performance guarantee shall be released on successful completion of all the activity as mentioned in the Time Schedule.

### 2. RECOVERY OF SECURITY DEPOSIT

2.1 The Consultant Firm whose bid may be accepted (hereinafter called the Bidder) shall permit Government at the time of making any payment to him for the work done under the contract to deduct a sum at the rate of 2.50% of the gross amount of each running/stage payment bills and final bill till the sum deducted, will amount to security deposit of 2.50% of the accepted bid value of the work. Such deductions will be made and held by Government by way of Security Deposit

2.2 All compensations or the other sums of money payable by the Bidder under the terms of this contract may be deducted from, or from any sums which may be due to or may become due to the Bidder by Government on any account whatsoever and in the event of his Security Deposit being reduced by reason of any such deductions, the Bidder shall within 10 days make good in cash, any sum or sums which may have been deducted from his security deposit. The security deposit shall be collected from the running bills of the Bidder at the rates mentioned above. Earnest money deposited at the time of tenders will be refunded after receipt of Performance Guarantee.

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### 3. COMPLETION PERIOD AND EXTENSION OF TIME

3.1 The time allowed for completion of the work as specified or the extended time in accordance with these conditions shall be the essence of the Contract. If the Bidder commits default in commencing the execution of the work as aforesaid, Government shall without prejudice to any other right or remedy available in law, be at liberty to forfeit the earnest money & performance guarantee absolutely.

3.2 Request for extension of time, to be eligible for consideration, shall be made by the Bidder in writing within fourteen days of the happening of the event causing delay on the prescribed form to the Superintending Engineer. The Bidder may also, if practicable, indicate in such a request the period for which extension is desired.

3.3 In any such case the authority as indicated in Superintending Engineer may give a fair and reasonable extension of time and re-schedule the "time schedule". Such extension or **re-scheduling of "time schedule"** shall be communicated to the Bidder by the authority in writing, within 1 months or **4 weeks** of the date of receipt of such request **respectively**. Non-application by the bidder for extension of time/ re-scheduling of "time schedule for works" shall not be a bar for giving a fair and reasonable extension/**re-scheduling of "time schedule for works"** by the authority and this shall be binding on the bidder

### 4. COMPENSATION FOR DELAY

4.1 If the Bidder fails to maintain the required progress to complete the work as per time schedule or extended date thereof, he shall, without prejudice to any other right or remedy available under the law to the Government on account of such breach, pay as agreed compensation the amount calculated @ 1 % per month of delay to be computed on per day basis or as decided by the **DGAR-ASSAM RIFLES, LAITKOR, MEGHALAYA** (whose decision in writing shall be final and binding) may decide on the amount of Bid value of the work for every completed day/month (as applicable) that the progress remains below that specified in the Time Schedule that the consultancy job remains incomplete.

4.2 Provided always that the total amount of compensation for delay to be paid under this condition shall not exceed 10% of the bid value of work or of the bided value of the item or group of items of work for which a separate period of completion is originally given. The amount of compensation may be adjusted or set-off against any sum payable to the Bidder under this or any other contract with the Government.

### 5. TERMINATION OF CONTRACT

5.1 Subject to other provisions contained in this clause, the Engineer-in-Charge may, without prejudice to his any other rights or remedy against the Bidder in respect of any delay, inferior work, any claims for damages and/or any other provisions of this contract or otherwise, and whether the date of completion has or has not elapsed, by notice in writing absolutely determine the contract in any of the following cases:

5.2 If the Bidder having been given by the Engineer-in-Charge a notice in writing that he failed to deliver the products expected of them during or at the end of consultancy work and fails to comply with the requirement of such notice for a period of seven days thereafter.

5.3 If the Bidder has, without reasonable cause, suspended the work or has failed to proceed with the work with due diligence so that in the opinion of the Engineer-in-Charge (which shall be final and binding) he will be unable to perform the work satisfactorily and continues to do so after a notice in writing of seven days from the Engineer-in-Charge.

5.4 If the Bidder fails to complete the work within the stipulated date or items of work with individual date of completion, if any stipulated, on or before such date(s) of completion and does not complete them within the period specified in a notice given in writing in that behalf by the Engineer-in Charge.

5.5 If the Bidder persistently neglects to carry out his obligations under the contract and/ or commits default in complying with any of the terms and conditions of the contract and does not remedy it or take effective steps to remedy it within 7 days after a notice in writing is given to him in that behalf by the Engineer-in-Charge.

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5.6 If the Bidder shall offer or give or agree to give to any person in Government service or to any other person on his behalf any gift or consideration of any kind as an inducement or reward for doing or forbearing to do or for having done or forborne to do any act in relation to the obtaining or execution of this or any other contract for Government.

5.7 If the Bidder shall enter into a contract with Government in connection with which commission has been paid or agreed to be paid by him or to his knowledge, unless the particulars of any such commission and the terms of payment thereof have been previously disclosed in writing to the Engineer-in-Charge.

5.8 If the Bidder shall obtain a contract with Government as a result of wrong Bidding or other non- bona fide methods of competitive Bidding or commits breach of integrity agreement.

5.9 If the Bidder being an individual, or if a firm, any partner thereof shall at any time be adjudged insolvent or have a receiving order or order for administration of his estate made against him or shall take any proceedings for liquidation or composition (other than a voluntary liquidation for the purpose of amalgamation or reconstruction) under any Insolvency Act for the time being in force or make any conveyance or assignment of his effects or composition or arrangement for the benefit of his creditors or purport so to do, or if any application be made under any Insolvency Act for the time being in force for the sequestration of his estate or if a trust deed be executed by him for benefit of his creditors.

5.10 If the Bidder being a company shall pass a resolution or the court shall make an order that the company shall be wound up or if a receiver or a manager on behalf of a creditor shall be appointed or if circumstances shall arise which entitle the court or the creditor to appoint a receiver or a manager or which entitle the court to make a winding up order.

5.11 If the Bidder shall suffer an execution being levied on his goods and allow it to be continued for a period of 21 days.

5.12 If the Bidder assigns, transfers, sublets (engagement of labour on a piece-work basis or of labour with materials not to be incorporated in the work, shall not be deemed to be subletting) or otherwise parts with or attempts to assign, transfer, sublet or otherwise parts with the entire works or any portion thereof without the prior written approval of the Engineer -in-Charge.

5.13 When the Bidder has made himself liable for action under any of the cases aforesaid, the Engineer-in-Charge on behalf of the President of India shall have powers:

5.14 To determine the contract as aforesaid (of which termination notice in writing to the Bidder under the hand of the Engineer-in-Charge shall be conclusive evidence). Upon such determination, the Earnest Money Deposit, Security Deposit already recovered and Performance Guarantee under the contract shall be liable to be forfeited and shall be absolutely at the disposal of the Government.

5.15 After giving notice to the Bidder to measure up the work of the Bidder and to take such whole, or the balance or part thereof, as shall be un-executed out of his hands and to give it to another Bidder to complete the work. The Bidder, whose contract is determined as above, shall not be allowed to participate in the Bidding process for the balance work.

5.16 In the event of above courses being adopted by the Engineer-in-Charge, the Bidder shall have no claim to compensation for any loss sustained by him by reasons of his having purchased or procured any materials or entered into any engagements or made any advances on account or with a view to the execution of the work or the performance of the contract. And in case action is taken under any of the provision aforesaid, the Bidder shall not be entitled to recover or be paid any sum for any work thereof or actually performed under this contract unless and until the Engineer-in-Charge has certified in writing the performance of such work and the value payable in respect thereof and he shall only be entitled to be paid the value so certified.

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5.17 In case, the work cannot be started due to reasons not within the control of the bidder within 1/8th of the stipulated time for completion of work or one month whichever is higher, either party may close the contract. In case bidder wants to close the contract, he shall give notice to the department stating the failure on the part of department. In such eventuality, the Performance Guarantee of the bidder shall be refunded.

## 6. FORECLOSURE OF CONTRACT

If the department due to the abandonment or reduction of scope of works due to any reason whatsoever do not require the whole or any part of the works to be carried out, the Engineer-in-charge by giving a notice may foreclose the agreement. In such circumstances the consultant shall be paid for the submission and work stages for which approvals are already granted, the earnest money deposit and the Performance guarantee of the consultant shall be refunded, but no payment on account of interest, loss of profit or damages etc. shall be payable at all and the employer shall be at liberty to make full use of all or any of the drawings, designs or other documents prepared by the Consultant.

## 7. SETTLEMENT OF DISPUTES & ARBITRATION

7.1 Except where otherwise provided in the contract, all disputes arising during the progress of the work or after the cancellation, termination, completion or abandonment thereof shall be dealt with as mentioned hereinafter:

**7.2 Conciliation:** If the contractor considers any work demanded of him to be outside the requirements of the contract, or disputes any drawing, record or decision given in writing by the Engineer-in-Charge; or if the Engineer-in-Charge considers any act or decision of the contractor on any matter in connection with or arising out of the contract or carrying out of the work to be unacceptable and disputed; such party may promptly refer such disputes and amount claimed for each dispute to the Conciliator (Special Director General or the Additional Director General concerned with the work, as applicable) in the proforma prescribed in Appendix XVII mentioned in Schedule F, under intimation to the other party. The Conciliator may then request each party to submit to him a brief written statement describing the disputes and the points at issue. Each party shall send a copy of such statement to the other party. At any stage of the conciliation proceedings, the Conciliator may request a party to submit to him such additional information as he deems appropriate. When it appears to the Conciliator that there exist elements of a settlement which may be acceptable to the parties, he shall formulate the terms of a possible settlement and submit them to the parties for their observations. After receiving the observations of the parties, he may reformulate the terms of a possible settlement in the light of such observations. If the parties reach agreement on a settlement of the disputes, they may draw up and sign a written settlement agreement on non-judicial stamp paper as per Stamp Act. The Conciliator shall authenticate the settlement agreement and furnish a copy thereof to each party. The termination of conciliation proceedings shall be in accordance with Section 76 of The Arbitration and Conciliation Act, '1996. No party shall be represented before the said Conciliator by an advocate or legal counsel. The conciliations proceedings shall be completed within 45 days from the receipt of reference. This time may be enlarged by 15 days by the Conciliator. The conciliation proceedings shall be deemed to have been terminated at the end of 60 days from the receipt of reference.

(i)	Conciliator	Director General Assam Rifles
(ii)	Arbitrator Appointing Authority	Chief Engineer, Assam Rifles
(iii)	Place of Arbitration	Laitkor, Meghalaya

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**7.3 Arbitration:** If the aforesaid conciliation proceedings fail or the Conciliator fails to give proposal for settlement within the aforesaid period, either party may promptly give notice in the proforma prescribed in Appendix XVIII, under intimation to the other party, to the Chief Engineer or the Superintending Engineer concerned with the work (as applicable), hereinafter referred to as the Arbitrator Appointing Authority as indicated in Schedule F, for appointment of Arbitrator. However, a party may seek appointment of Arbitrator without taking recourse to the process of conciliation mentioned in sub clause 25.1 above.

7.4 In the event of either party giving a notice to the Arbitrator Appointing Authority for appointment of Arbitrator, the said Authority shall appoint Arbitrator as per the procedure given below and refer such disputes to arbitration.

**7.5 Number of Arbitrators:** If the contract amount is less than Rs.100 crore, the disputes may be referred for adjudication by a sole Arbitrator. If the contract amount is Rs.100 crore or more, the disputes may be referred to an Arbitral Tribunal of three Arbitrators.

**7.6 Qualification of Arbitrators:** It is a term of this contract that each member of the Arbitral Tribunal shall be Graduate Engineer with experience in execution of public works engineering contracts, and he should have worked earlier at a level not lower than the Chief Engineer (equivalent to level of Joint Secretary to the Government of India). The aforesaid educational qualification and work experience shall be mandatory for appointment as Arbitrator.

7.7 The age of Arbitrator at the time of appointment shall not exceed 70 years. An Arbitrator may be appointed notwithstanding the total number of active arbitration cases with him.

**7.8 Appointment of Sole Arbitrator:** The parties may opt for appointment of the Arbitrator of the Ministry of Housing and Urban Affairs. In such cases, the party seeking arbitration has to submit an express agreement in writing as per Appendix XIX. towards waiver of Section 12(5) of the Arbitration and Conciliation Act, 1996 along with the notice for appointment of Arbitrator in the proforma prescribed in Appendix XVIII, under intimation to the other party. The Arbitrator Appointing Authority shall, within 30 days of receipt of the said notice, appoint Arbitrator of the Ministry of Housing and Urban Affairs as Arbitrator in the matter, provided the other party also submits waiver of Section 12(5), ibid in Appendix XIX within 7 days of the receipt of the said notice.

7.9 Where any one of the parties does not opt for the Arbitrator of the Ministry of Housing and Urban Affairs, or does not submit the waiver agreement, the Arbitrator Appointing Authority shall propose five Arbitrators from the list of CPWD Empanelled Arbitrators to the party seeking arbitration under intimation to the other party within 15 days of receiving the notice. The party seeking arbitration shall give his choice for one of them within 15 days of receiving the list, and the Arbitrator Appointing Authority shall appoint the chosen person as the Sole Arbitrator within 15 days of the receipt of choice.

7.10 It is a term of this arbitration agreement that if the parties fail to select, within the period prescribed above, an Arbitrator of their choice from the list of CPWD Empanelled Arbitrators forwarded to them, the Arbitrator Appointing Authority shall himself select and appoint Arbitrator from the said list.

**7.11 Appointment of Arbitral Tribunal of three Arbitrators:** The Arbitrator Appointing Authority shall prepare two separate lists of five Arbitrators each from the list of CPWD/Govt Empanelled Arbitrators and send one to the party seeking arbitration and other to the responding party, within 15 days of the receipt of notice. The parties will then choose any one Arbitrator from the list provided to them within 15 days of receipt of the list, The Arbitrator Appointing Authority shall then appoint those chosen by the respective parties as Arbitrators and also a third Arbitrator from the list of CPWD /Govt Empanelled Arbitrators to act as Presiding Arbitrator within 15 days of receipt of choice from both the parties. It is a term of this arbitration agreement that if the parties fail to select, within the period prescribed above, an Arbitrator of their choice from the list of CPWD Empanelled Arbitrators forwarded to them, the Arbitrator Appointing Authority shall himself select and appoint Arbitrator from the said list.

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**7.12 Applicable Law:** The provisions of the Arbitration and Conciliation Act, 1996 (Act 26 of '1996) and any further statutory modification or re-enactment thereof shall be applicable. Further, the fast-track procedure for arbitration contained in Section 298 of the said Act shall apply.

**7.13 Fee payable to Arbitrator(s):** The fee payable to the arbitral tribunal shall be as per CPWD OM No. 2/2006-R/SE[TLC/CSO/137 dated 19.11.2019 (or latest amendment), and shall be shared equally by both the parties

**7.14 Place of Arbitration:** The place of arbitration shall preferably be as mentioned in Schedule F. However, the Arbitral Tribunal may decide the place in consultation with both the parties.

**7.15 Terms of reference:** The Arbitral Tribunal shall adjudicate on only such disputes as are referred to it by the Arbitrator Appointing Authority and give separate award against each dispute referred to him and shall give reasons for the award in all cases where the total amount of the claim by any party exceeds Rs. 1,00,000.

**7.16 Interest on Arbitration award:** It is also a term of this arbitration agreement that where the Arbitral award against any dispute is for the payment of money, no pre-suit and pendentelite interest shall be payable on any part of the Arbitral award.

#### 8. BIDDER TO INDEMNIFY GOVT. AGAINST PATENT RIGHTS

The Bidder shall fully indemnify and keep indemnified the President of India against any action, claim or proceeding relating to infringement or use of any patent or design or any alleged patent or design rights and shall pay any royalties which may be payable in respect of any article or part thereof included in the contract. In the event of any claims made under or action brought against Government in respect of any such matters as aforesaid, the Bidder shall be immediately notified thereof and the Bidder shall be at liberty, at his own expense, to settle any dispute or to conduct any litigation that may arise there from, provided that the Bidder shall not be liable to indemnify the President of India if the infringement of the patent or design or any alleged patent or design right is the direct result of an order passed by the Engineer-in-Charge in this behalf.

#### 9. LEVY/TAXES PAYABLE BY BIDDER

All applicable Taxes (including GST) in respect of this contract shall be payable by the Bidder and Government shall not entertain any claim whatsoever in this respect.

#### 10. JURISDICTION OF COURTS

For any breach of the terms and conditions of this Agreement or for issues relating thereto with respect to its interpretation, liabilities, or any other issue, the courts Gurugram shall have the sole and exclusive jurisdiction to entertain and decide the issues involved.

#### 11. CONFIDENTIALITY

The bidder agrees that any information provided to them for discharge of their obligations under this contract is confidential and it shall be used for the purposes of this Agreement only and the same shall not be disclosed to any third party.

#### 12. NUMBER OF DOCUMENTS AND COPY RIGHT

**12.1** All the documents/drawings, designs, reports and any other details envisaged under this agreement shall be supplied in 6 (six) copies. All drawings as required for submission to all the local bodies and other authorities shall be submitted as per the requirement of local body. Six copies of all the final drawings shall be submitted to the Engineer-in-Charge along with a soft copy in CD for reproducing it in A-1 or larger size. If there is any revision in any drawing/document for any reason, six copies of drawing/document shall be re-issued along with soft copy in CD without any extra charges. All these drawings/designs/reports will become the property of the Engineer-in-Charge. The Engineer-in-Charge may use these drawings in part or full in any other work without any notice to the consultant and without any financial claim of the consultant.

**12.2 Issue of detailed working drawing/Modifications:** The consultant will issue 6 (six) copies of detailed working drawings architectural These drawings should be on suitable duly marked good for construction and signed by the Architect for taking up the work during execution any discrepancy pointed out by the Engineer-in-Charge with regard to mismatch between architectural drawings and structural drawings shall be set right by the consultant

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and fresh drawings or Part of drawings shall be issued by the consultant incorporating such correction/modifications and nothing extra shall be paid on this account.

12.3 The drawings cannot be issued to any other person, firm or authority or used by the Consultant for any other project. No copies of any drawings or documents shall be issued to anyone except the Engineer-in-Charge and / or his authorized representative.

13. **RESPONSIBILITY OF ACCURACY OF DESIGN:**

13.1 The consultant shall be responsible for accuracy of the data collected and the designs, drawings and construction drawings prepared by him as a part of the project. He shall indemnify the department against any action arising out of such inaccuracies in the work, which might surface at any time at a later date of implementation of the project.

13.2 Consultant would ensure that the variation in quantities (Overall Values) shall not be more than 10%, subject to the department not making any changes after the bid. The drawings prepared by the Consultant should have proper layer management and should be available to Department in Auto CAD format/soft copy in which the flexibility to make any change exists. These drawings shall be the property of the department.

14. **Mode of Payment:** Milestone payment schedule for various activities are as under:

Ser	Milestone Achieved	Extent of payment /Percentage of payable Fee	Time Allowed	Cumul ative time
1	Carrying out digital survey, Soil Investigation & submission of report of layout plan/ line plan	10 % of Quoted amount	7 days	7 days
2	Preparation of Detailed Architectural drawings and approval from the Engineer-in-charge and client department.	15 % of Quoted amount	14 days	21 days
3	Preparation and Submission of all Structural drawings including Design basis report, finishing schedules, details of all services i/c Fire Fighting, electoral, mechanical, water supply, sanitary etc. Proof checking of structural design from IITs/NIT. Prep & submission of 3D digital & physical models.	15 % of Quoted amount	14 days	35 days
4	Preparation and submission of detail estimate & detail of measurement, analysis of rate, specification etc. and incorporating modifications, if any and Obtaining its approval from client.	20 % of Quoted amount	25 days	60 days
5.	<b><u>Balance after successful commissioning of building/project.</u></b>			
	5.1. On completion of 50% Completed works for Scope of works defined for contractor.	20 % of Quoted Amount	As per actual timeline	
	5.2. On completion of 100% Completed works for Scope of works defined for contractor	20 % of Quoted Amount	As per actual timeline	

**Note:**

1. The part payment against above stages on part completion of required scope of work under a particular stage can be released as per decision of Engineer in-charge.

2. For running payment the consultants shall submit necessary bill in duplicate. The payment due to the consultant will be made within two month of submission of bills of the corresponding stage after satisfactory performance.

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## SPECIAL CONDITIONS

1. These special Conditions shall be read in conjunction with the Conditions of contracts [ARFW – 2249] including errata and amendments thereto. Any provision in these special Conditions if at variance with the provision in the above mentioned documents the provisions made hereinafter shall be deemed to take precedence there over.

2. The tenderer is advised to contact the Director, LOAR for the purpose of inspection of site [s] and relevant documents other than those sent herewith, who will give reasonable facilities for the purpose. The tenderer shall also make themselves familiar with the working Conditions, accessibility of site[s], availability of materials and other site Conditions, which may affect the entire completion of work under this contract.

2.1 The tenderer shall be deemed to have inspected the site [s] and made themselves familiar with the working Conditions, whether they have actually inspected the site [s] or not.

3 Verification of antecedents of contractor's representative/labour deployed at site in connection with execution of work under the contract as per security requirement of user unit / installation shall be the responsibility of the contractor and all expenses in connection with verification of antecedents by police authority / security agency shall be borne by the contractor.

3.1. Contractor shall employ only Indian Nationals as his representatives, servants and workmen after verifying their antecedents and loyalty. He shall ensure that no person of doubtful antecedents and nationality is in any way, associated with the work. If for the reasons of technical collaboration or other considerations the employment of foreign national[s] is unavoidable, the contractor shall furnish full particulars to this effect to the Accepting Officer at the time of submission of the tender. As a proof, that the contractor has employed only Indian Nationals, he shall render a certificate to Commandant, ARC&MC within one month from the date of acceptance of tender to this effect. In case the Commandant, ARC&MC desires, contractor will have the police verification done of personnel employed by him.

4. **EMPLOYMENT OF PERSONNEL:**

5. **ACCEPTANCE OF TENDER:** The tender shall remain open for acceptance for a clear period of 60 days clear [Excluding the DRT] from the last due date specified for its submission.

6. **RECORD OF MATERIALS AND PURCHASE VOUCHERS:**

6.1. The quantity of materials such as cement, steel, bitumen, paints, water proofing compound, chemicals for anti-termite treatment and the like, as directed by the Engineer-in-Charge the quantity of which cannot be checked after incorporation in the works], shall be recorded in measurement books and signed by the contractor and the Engineer-in-Charge as a check to ensure that the required quantity has been brought to site for incorporation in the work.

6.2. Materials brought to site shall be stored as directed by the Engineer-in-Charge and those already recorded in Measurement book shall be suitably marked for identification.

6.3. Contractor shall produce vouchers/invoices from the manufacturers and/or their authorised agents for the full quantity of the following materials, as applicable as a pre-requisite before submitting claims for payment for advances on account of the work done and/or materials collected in accordance with Condition – 64 of general Conditions of contracts ARFW – 2249.

6.4. The contractor shall on demand produce to the SO1(Wks), HQ DGAR, original receipted vouchers/invoices in respect of the materials other than as stated in sub Para [c]. Vouchers/invoices so produced and verified shall be stamped by Engineer-in-Charge indicating contract number. The contractor shall ensure that the materials are brought to site, in original sealed containers/packing, bearing manufacturer's marking except in the case of the requirement of materials [s] being less than smallest packing.

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6.5. The vouchers/invoices will clearly indicate the contract number, the IS No, specific alternative to which the material conforms in case of various alternative in IS.

6.6 **Sample approval** : The contractor should take sample approval of material, to be executed in the work from Engineer-in-Charge and maintain sample approval register.

6.7 **Document to be maintain at site.** The fwg docus to be maintained by the contractor at site :-

- (a) Site order book.
- (b) Sample approval register
- (c) Material testing register
- (d) Hindrance register
- (e) Draft PRB register
- (f) Works diary
- (g) Cement register
- (h) Stage passing register

6.8 **Claiming of RAR.** RAR should be claim on basis of joint measurement sheet, which to be carried out by rep of three parties – Contractor, consultant and Engineer-in-Charge. 10% of wk done amount will be reserved in RAR and 20% of amount of material laying at site should be reserved in RAR on providing original GST Bill.

6.9 **Water & Elect.** No water & Elect will be provided by the Dept for executing the work.

6.10 **As built drawing.** Contractor should submit as built drawings of external services after completion of work and before proceeding of final bill.

7. **HANDING OVER OF SITE:** Site for execution of work will be available as soon as the work is awarded. In case it is not possible to make the entire site available on the award of work, site will be handed over in phases and the contractor will have to arrange his working program accordingly. No claim whatsoever, for not giving entire site on award of work and for giving site gradually, will be tenable.

8. The materials and articles, which have not been specified in tender documents by makes / manufacturers, shall be as under:

[a] If ISI marked materials are being manufactured, the same shall be ISI marked. For list of ISI marked manufacturers refer BIS website i.e. [www.bis.org.in](http://www.bis.org.in).

[b] If ISI marked materials are not being manufactured, the same shall be conforming to IS Specifications

9. **DAMAGE TO THE EXISTING STRUCTURES:** Any damage to the existing structures, any existing road etc., during the execution of work shall be made good by the contractor at his own expense. Rectification, replacement, making good and touching up etc. shall be carried out, conforming to the materials and workmanship originally provided and to the satisfaction of the Engineer-in-Charge sector. In case of any dispute on this account, the decision of the accepting officer shall be final, binding and conclusive.

10. **REFUND OF PERFORMANCE SECURITY:** The Performance Security Deposit mentioned in Condition 19 of ARFW-2249 (As amended) may be refunded to the contractor after the expiration of the defects liability period (vide condition 46 of ARFW-2249) provided that the contractor shall first have been paid the final bill and have rendered a No Demand Certificate (IAFW-451).

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## 11. MINIMUM WAGES PAYABLE:

11.1. The Contractor shall not pay wages lower than minimum wages for labour as fixed by the Government of India / State Government / Union territory, whichever is higher.

11.2. Contractor's attention is also drawn, amongst other things to the "explanations" to the schedule of minimum wages referred to above.

11.3. Schedule of minimum wages is not enclosed along with tender documents. However contractor shall be deemed to have verified the minimum fair wages payable as on the last due dates of receipt of tender.

11.4. The contractor shall have no claim whatsoever, if on account of local factor and/or regulations, he is required to pay the wages in excess of minimum wages as described above during the execution of work.

12. **Conditions For Working In Restricted Area:** Work under this contract lies in restricted Area. The restrictions for entry to work site and Conditions of working in restricted area shall be as under:

12.1. **ENTRY AND EXIT:** The contractor/his agents/representatives/workmen etc. and his materials, carts, trucks or other means of transports, machineries etc. will be allowed to enter through and leave only from such gate or gates and at such times as the Commandant, ARC&MC or authorities in charge of the restricted area may at their sole discretion permits. The contractor's authorised representative is required to be present at the places of entry and exit for the purpose of identifying his carts, trucks, machineries etc. to the person in charge of the security of the restricted area and shall stick to only the specific route directed for them to follow.

### 12.2. IDENTITY OF WORKMEN:

[a] Every workmen shall be in possession of an identity card. The identity card shall be issued after a thorough investigation of the antecedents of the labourer's by the contractor and attested by Officer-in-Charge of the unit concerned in accordance with the standing rules and regulations of the unit. Contractor shall be responsible for conduct of his workmen, agents or representatives.

[b] **IDENTITY CARDS OR PASSES:** The contractor, his agents and representatives are required individually to be in possession of an identity card or pass. The identity card or pass will be examined by the security staff at the time of entry into or exit from the restricted area at any time or number of times inside restricted area.

[c] Passes may also be issued for the transport engaged by the contractor. Contractor shall submit the list of transport with the name of driver and license No to the Engineer-in-Charge well in time for issue of passes. The transport, its driver and crew and the consignment carried shall also be subjected to search at entry as well as at exit.

13. **INTER STATE MIGRANT WORKMAN ACT 1979:** The tenderer shall be fully conversant with the above act and take necessary steps to implement the same effectively. The tenderer shall intimate the number of workmen [skilled / unskilled] to be inducted / imported and total number of labour employed locally at site immediately after issue of work order. Immediately after completion of the work, workmen inducted from mainland shall be repatriated. Prior permission shall be obtained if the imported/ inducted workmen are required to stay back for rectification of work if any after the date of completion and handing over the work to the department. The tenderer shall produce necessary documents as necessary for verification and authentication of having repatriated the imported labour. Suitable amount shall be retained in the final bill and will be released only after the Accepting Officer is fully satisfied for the return of the imported labour to main land. Decision of the accepting officer shall be final and binding on this account.

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14. **SITE CLEARANCE:** Refer Condition – 49 of ARFW – 2249, general Conditions of contract. The contractor shall remove from the site all in used stores and materials, tools plant equipment, scaffolding, temporary buildings, huts and the like belonging to the contractor provided for the execution of work under this contract and the site of works shall be cleared of rubbish and all waste materials by the contractor and delivered in clean and tidy manner to the satisfaction of the Engineer-in-Charge on or before the date of completion. Nothing extra, whatsoever will be paid to the contractor for such clearance of site.

15. **SIGNING OF TENDER:** The person signing the tender on behalf of another partner or on behalf of a firm shall attach with the tender a proper power of attorney duly executed in his favour by such other person or by all the partners, stating that he has authority to bind such other person[s] or the firm as the case may be in all matters pertaining to the contract including arbitration clause.

16. **DIGITAL RECORDS:**

16.1. During execution of works, records of all hidden works, deviation and important stages of work shall be maintained using digital coloured photography duly signed by Engineer in charge and Contractor. All such records shall be submitted to higher authorities when called for and/or for verification during finalisation of DOs. These records need to be produced as proof by the Engineer –in -Charge in case of disputes. The decision of the Commandant, ARC&MC with regard to recording of part/portion or full details of hidden works, deviation and important stages of works shall be final and binding. In case of dispute between the Commandant, ARC&MC and Contractor decision of Accepting officer shall be final and binding.

17. **REGISTRATION/LICENSING OF INTER-STATE WORKMAN**

(i) No contractor, to which this Act shall recruit & employ any person as inter-state workmen unless having valid License in accordance with the provisions of the Act [Section 8].”

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**AUTHORITY LETTER**

(To be used in conjunction with General Condition of Contracts (CPWD))

HQ DGAR  
Shillong-10  
C/o 99 APO

Ref to Tender/ NIT No. VIII.11014/Consultancy/LOAR/ENGR/2026

19 May 2026

**LUMP SUM / ITEM RATE CONTRACTS FOR THE WORKS REQUIRED IN THE WORK:**

<b>Ser</b>	<b>Name of Work</b>	<b>Qty</b>
(a)	Provision of Offr accn and multipurpose hall (G+5) at LOAR, New Delhi.	01 Job
(b)	Provision of JCO accn (G+5) at LOAR, New Delhi.	01 Job
(c)	Provision of Mahila accn and Guest rooms (G+5) at LOAR, New Delhi.	01 Job
(d)	Provision of OR accn (G+5) at LOAR, New Delhi.	01 Job
(e)	Provision of Office and ancillary building (S+5) at LOAR, New Delhi.	01 Job
(f)	Provision of utility services with allied works at LOAR, New Delhi	01 Job

**SH: Consultancy Services for Architectural Planning, Structural Planning & Design of MEP Services and necessary approvals”.**

Shri/ M/s \_\_\_\_\_ of \_\_\_\_\_ is/are hereby authorized to tender for the above work. The tender is to be submitted through e-Procurement site <http://eprocure.gov.in/eprocure/app> by \_\_\_\_\_ hours on \_\_\_\_\_ 2026.

Any correspondence concerning this tender should be addressed as indicated at the top of this sheet quoting the reference as given.

**THE PRESIDENT OF INDIA DOES NOT BIND HIMSELF/HERSELF  
TO ACCEPT THE LOWEST OR ANY TENDER**

Signature of the tenderer & Stamp

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for Accepting Officer

**SCHEDULE 'A' NOTES**  
**LIST OF WORKS AND PRICES**

**Name of Work:-** Consultancy Services for Architectural Planning, Structural Planning & Design of MEP Services and necessary approvals at LOAR, New Delhi for the following works:-

Ser	Name of Work	Qty
(a)	Provision of Offr accn and multipurpose hall (G+5) at LOAR, New Delhi.	01 Job
(b)	Provision of JCO accn (G+5) at LOAR, New Delhi.	01 Job
(c)	Provision of Mahila accn and Guest rooms (G+5) at LOAR, New Delhi.	01 Job
(d)	Provision of OR accn (G+5) at LOAR, New Delhi.	01 Job
(e)	Provision of Office and ancillary building (S+5) at LOAR, New Delhi.	01 Job
(f)	Provision of utility services with allied works at LOAR, New Delhi	01 Job

**(A) NOTES : (GENERAL) – APPLICABLE TO ALL PARTS**

1. This schedule is divided into 01 (one) part as detailed below :-

(a)	<b>PART-I</b>	Provision of Offr accn and multipurpose hall (G+5) at LOAR, New Delhi.
		Provision of JCO accn (G+5) at LOAR, New Delhi.
		Provision of Mahila accn and Guest rooms (G+5) at LOAR, New Delhi.
		Provision of OR accn (G+5) at LOAR, New Delhi.
		Provision of Office and ancillary building (S+5) at LOAR, New Delhi.
		Provision of utility services with allied works at LOAR, New Delhi
		<b>SH: Consultancy Services for Architectural Planning, Structural Planning &amp; Design of MEP Services and necessary approvals.</b>

2. The description of building works and services given in various parts of Schedule 'A' are in brief. These are deemed to be amplified and read in conjunction with special conditions, particular specifications, drawing (including notes thereon), specifications for materials and workmanship given in CPWD specification 2021 Volume I and II and amendments thereafter.

3. Entire work under this contract shall be completed within the time period as stipulated below after the date of handing over the site as indicated in the first work order as under:-

Ser	Milestone Achieved	Extent of payment /Percentage of payable Fee	Time Allowed	Cumulative time
1	Carrying out digital survey, Soil Investigation & submission of report of layout plan/ line plan	10 % of Quoted amount	7 days	7 days
2	Preparation of Detailed Architectural drawings and approval from the Engineer-in-charge and client department.	15 % of Quoted amount	14 days	21 days
3	Preparation and Submission of all Structural drawings including Design basis report, finishing schedules, details of all services i/c Fire Fighting, electrical, mechanical, water supply, sanitary etc. Proof checking of structural design from IITs/NIT. Prep & submission of 3D digital & physical models.	15 % of Quoted amount	14 days	35 days
4	Preparation and submission of detail estimate & detail of measurement, analysis of rate, specification etc. and incorporating modifications, if any and Obtaining its approval from client.	20 % of Quoted amount	25 days	60 days

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5.	<b><u>Balance after successful commissioning of building/project.</u></b>			
	5.1. On completion of 50% Completed works for Scope of works defined for contractor.	20 % of Quoted Amount	As per actual timeline	
	5.2. On completion of 100% Completed works for Scope of works defined for contractor	20 % of Quoted Amount	As per actual timeline	

4. Pre-priced rates inserted under column "Unit rate" of schedule 'A' Part I to X are deemed to be at par with the rates contained in the Delhi Schedule Rates or analogous rates there to. Contractor's attention is invited to condition of clauses 13.2.8 & 13.2.9 of CPWD wherein the lump sum price shall be worked out by him independently of the prices or rates inserted by Assam Rifles in the tender and irrespective of any errors or inaccuracies therein. The percentage to be inserted by tenderer against a particular part of schedule 'A' shall be derived by him from the amount tendered by him against the particulars part of schedule 'A' as compared to the amount inserted by Assam Rifles against each art of schedule 'A'.

5. In case, details in respect of items shown on main drawings are not given in the drawings referred to in the main drawings, then the same shall be followed from any other drawing included in the list of drawings. Any drawings mentioned in the contract/contract drawings but inadvertently not included in the list of drawings shall also be deemed to form part of the contract.

6. Probable distribution of various items of internal/external services are indicated on drawing. These are tentative and may be varied as per site requirement, where necessary at the discretion of the Engineer-in-Charge. The effect of such changes/variations in quantities due to realignment or re-siting shall be included in the rates quoted and no price adjustment on this account shall be allowed.

7. Layout of buildings indicated in the site plan are tentative and no price adjustment shall be made on account of any change in final approved layout within the site of work.

8. The lump sum quoted by the tenderer shall be deemed to include for all minor details of construction which are not specifically shown on drawing or specified in particular specification but which are essential for execution or work /services in workman like manner and sound construction. In case of differences in opinion of the contractor and the Engineer-in-charge as to whether or not a certain item of work constitutes minor details of construction, the decision of Accepting Officer shall be final, conclusive and binding.

#### **B. SCHEDULE 'A' PART-I**

10. Cost of testing including transportation of materials or equipments or items, provision of all facilities for testing in accordance with specifications and / or IS shall be borne by the contractor unless otherwise mentioned.

11. The materials used for construction should be of best quality duly approved by user. TMT bars used for construction should be from Primary manufacturers. In case due to short supply of steel by primary manufactures, the contractor is permitted to use TMT bars produced from Secondary manufactures, and difference of cost should be deducted from contractor's claim. Specific deviation in each case to be forwarded to HQ DGAR for approval irrespective of whatsoever shown on drawings or specified elsewhere in the tender documents duly approved by Engr In-Charge.

12. Unit rates quoted shall be deemed to be inclusive of all taxes and levies of Govt. as applicable such as GST, EPF, ESIC & LWC on works contract, excise duty, toll tax, entry tax, income tax etc and nothing extra shall be paid on this account. Necessary deduction at source shall be made by the Accepting Officer as applicable as per the mandatory statutory requirement of Central and State Government.

13. The lump sum quoted against all items of schedule 'A' Part-I shall be deemed to include for all items of works complete as specified in particular specifications and shown on drawings, notes thereon for completion of work and all minor details though not specifically shown on drawings or specified in particular specification except works covered under schedule 'A' part-II to Part-XI or unless specifically stated elsewhere in the tender documents.

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14. Cutting and forming chases in masonry/concrete work etc. including cutting and or leaving holes/recesses, sinking etc. where required and as directed by the Engineer-in charge shall be done as far as possible while the work is in progress. The cost of materials and labour for cutting and/or forming chases, cutting or leaving hole/recesses, sinking and making good in cement mortar (1:3) for filling up to 20 mm and in PCC (1:2:4) type B-1 concrete for filling more than 20 mm shall deemed to be included in the lump sump quoted by the contractor. In addition cutting or forming chases, cutting or leaving hole/recesses, sinking and making good in cement mortar 1:3/PCC 1:2:4 type B-1 in connection with the work required in plumbing, internal water supply, internal electrification etc shall deemed to be included in the unit rates of respective building works in Schedule 'A' Part -I. However, no price adjustment shall be made for any variation in the items/quantities of chases/holes/recesses etc. consequent upon changes in quantities of plumbing, internal water supply, internal electrification works etc.

15. The buildings under this contract have been designed for SBC of soil as indicated in structural drawings. Variation in SBC of soil, if found at site and required redesigning of the foundation, the same shall be regularised through proper deviation order, for which Approval in Principle will be taken before execution is commenced.

16. All quantities are PROVISIONAL. Any variation in quantities if considered necessary due to site requirement/any other technical reasons as decided by the Engineer-in-charge may be executed to the extent as specified in condition of CPWD General Conditions of Contract clauses 12.

17. Unless otherwise specified the unit rate of each item of work inserted by Assam Rifles or quoted by tenderer shall be deemed to include for "Materials and labours" or "Supplying and fixing" or "Supplying, laying jointing and testing" etc complete unless otherwise specifically mentioned.

18. Special condition, condition in CPWD specifications 2019 Volume I and II and amendments thereafter and the preambles to the items given in Delhi Schedule Rates 2019 under respective trades shall be applicable. If any provision in the description of items of Schedule 'A' and particular specification is at variance with the provision laid down in the condition of Schedule and preambles to Schedule item, the provision in description of items of Sch 'A' and provision in particular specification shall take precedence.

19. In Schedule 'A' PART-I, the item rate including EPF & ESIC and all taxes shall be inserted by the tenderer both in figures and words under columns. The same of this Schedule 'A' shall be carried over to general summary.

Signature of the tenderer & Stamp

Sd/ xx xx xx  
(Pushkar Kaushik)  
Lt Col  
Staff Officer-I (Works)  
for Accepting Officer

**SCHEDULE 'A'PART-I**

**Unit/Fmn : Various location of Assam Rifles as mentioned below**

**Name of Work: Consultancy Services for Architectural Planning, Structural Planning& Design of MEP Services and necessary approvals at LOAR, New Delhi for the following works:-**

- (a) Provision of Offr accn and multipurpose hall (G+5) at LOAR, New Delhi.
- (b) Provision of JCO accn (G+5) at LOAR, New Delhi.
- (c) Provision of Mahila accn and Guest rooms (G+5) at LOAR, New Delhi.
- (d) Provision of OR accn (G+5) at LOAR, New Delhi.
- (e) Provision of Office and ancillary building (S+5) at LOAR, New Delhi.
- (f) Provision of utility services with allied works at LOAR, New Delhi

**SH: Consultancy Services for Architectural Planning, Structural Planning& Design of MEP Services and necessary approvals”.**

Schedule 'A'/ BOQ uploaded separately

**Name of Work : Consultancy Services for Architectural Planning, Structural Planning& Design of MEP Services and necessary approvals at LOAR, New Delhi for the following works:-**

- (a) Provision of Offr accn and multipurpose hall (G+5) at LOAR, New
- (b) Provision of JCO accn (G+5) at LOAR, New Delhi.
- (c) Provision of Mahila accn and Guest rooms (G+5) at LOAR, New
- (d) Provision of OR accn (G+5) at LOAR, New Delhi.
- (e) Provision of Office and ancillary building (S+5) at LOAR, New Delhi.
- (f) Provision of utility services with allied works at LOAR, New Delhi

**SH: Consultancy Services for Architectural Planning, Structural Planning& Design of MEP Services and necessary approvals”**

**GENERAL SUMMARY**

Ser	Description of Schedule "A"	Amount
1	<b><u>Schedule 'A' Part-I</u></b> (a) Provision of Offr accn and multipurpose hall (G+5) at LOAR, New Delhi. (b) Provision of JCO accn (G+5) at LOAR, New Delhi. (c) Provision of Mahila accn and Guest rooms (G+5) at LOAR, New Delhi. (d) Provision of OR accn (G+5) at LOAR, New Delhi. (e) Provision of Office and ancillary building (S+5) at LOAR, New Delhi. (f) Provision of utility services with allied works at LOAR, New Delhi <b>SH: Consultancy Services for Architectural Planning, Structural Planning&amp; Design of MEP Services and necessary approvals”</b>	Rs _____ (Rupees _____ _____ only )

Rupees \_\_\_\_\_

Signature of the tenderer & Stamp

Sd/ xx xx xx  
 (Pushkar Kaushik)  
 Lt Col  
 Staff Officer-I (Works)  
 for Accepting Officer

**SCHEDULE 'B'****ISSUE OF WORKS, ETC. TO THE CONTRACTOR**  
**(SEE CONDITION 26.1 OF CPWD)**

Ser	Particulars	Rate at which materials will be issued to the contractor		Place of issue (by name)	Remarks
		Unit	Rate		
(a)		-Nil-			

**NOTES:** (To be filled as applicable or scored out)

1. This Schedule consists of **Nil** items only.
2. It will be the responsibility of the contractor to submit in writing his demand for materials SEVEN DAYS in advance of his requirement.
3. Material listed above shall be issued solely for the purpose of incorporation in the work.
4. Recovery will be made for the gross quantity issued and not for the measured quantity of finished work.
5. If the contractor requires store listed above issued to him for making good any loss or damage to work arising from any cause what-so-ever other than the accepted risk and the Govt. issues the same to him, the rates of issue for such items of works shall be the Assam Rifles all stock book rate or market rate on the date of issue of works or Schedule 'B' rate whichever is higher.
6. Store listed in Schedule 'B' when issued to contractor for rectification of defects notified to him under conditions of clauses 26.1 of CPWD during the defect liability period shall be charged at the rates shown in Schedule 'B'.
7. The items issued FREE FOR FIXING shall be tested at the time of issue in the presence of contractor or contractor's accredited representative and if they are not working after fixing, the contractor shall replace the same at no extra cost to the Government.
8. If the works issued "FREE FOR FIXING" are lost or damaged while in the custody of the contractor, the Govt shall recover the cost thereof at double the market rate as prevailing on the detection of such loss or damage. The decision of Engineer-in-charge with regards to damage to the works issued and relevant market rate shall be final and binding on the contractor.
9. If on completion of work, the contractor fails to return surplus materials out of those supplied by Govt. then in addition to any other liability which the contractor would have incurred, the Engineer-in-Charge may by a written notice to the contractor, require him to pay within a fortnight of receipt of the notice for such un-returned and surplus materials at double the prevailing market rate as decided by the Engineer-in-charge. If however, the contractor is not satisfied with the decision of the same with regard to market rate he shall be entitled to represent the matter to CFA within Seven Days of receipt of Engineer-in-charge's' decision and the decision of the CFA, thereon shall be final and binding.

Signature of the tenderer & Stamp

Sd/ xx xx xx  
(Pushkar Kaushik)  
Lt Col  
Staff Officer-I (Works)  
for Accepting Officer

**SCHEDULE 'C'****LIST OF TOOLS AND PLANTS (OTHER THAN TRANSPORT)  
WHICH WILL BE HIRED TO THE CONTRACTOR**

(See Condition 28.1 of CPWD)

Ser	Quantity	Particulars	Details of Assam Rifles crew supplied	Hire charges per unit per working day	Stand by charges per unit per off day	Place of issue (by name)	Remarks
1	2	3	4	5	6	7	8
-NIL-							

**SCHEDULE 'D'****(TRANSPORT TO BE HIRED TO THE CONTRACTOR)**

(See Conditions GCC of CPWD)

Ser	Quantity	Particulars	Rate per unit per working day	Place of issue (by name)	Remarks
1	2	3	4	5	6
-----NIL-----					

Signature of the tenderer & Stamp

Sd/ xx xx xx  
(Pushkar Kaushik)  
Lt Col  
Staff Officer-I (Works)  
for Accepting Officer

**Name of Work:** Consultancy Services for Architectural Planning, Structural Planning & Design of MEP Services and necessary approvals at LOAR, New Delhi for the following works:-

- (a) Provision of Offr accn and multipurpose hall (G+5) at LOAR, New
- (b) Provision of JCO accn (G+5) at LOAR, New Delhi.
- (c) Provision of Mahila accn and Guest rooms (G+5) at LOAR, New
- (d) Provision of OR accn (G+5) at LOAR, New Delhi.
- (e) Provision of Office and ancillary building (S+5) at LOAR, New Delhi.
- (f) Provision of utility services with allied works at LOAR, New Delhi

**SH: Consultancy Services for Architectural Planning, Structural Planning & Design of MEP Services and necessary approvals”**

### STAGE OF PAYMENT

The payment will be paid on phase wise on completion of stage work and submission of invoice by the firms:-

Ser	Milestone Achieved	Extent of payment /Percentage of payable Fee	Time Allowed	Cumul ative time
1	Carrying out digital survey, Soil Investigation & submission of report of layout plan/ line plan	10 % of Quoted amount	7 days	7 days
2	Preparation of Detailed Architectural drawings and approval from the Engineer-in-charge and client department.	15 % of Quoted amount	14 days	21 days
3	Preparation and Submission of all Structural drawings including Design basis report, finishing schedules, details of all services i/c Fire Fighting, electrol, mechanical, water supply, sanitary etc. Proof checking of structural design from IITs/NIT. Prep & submission of 3D digital & physical models.	15 % of Quoted amount	14 days	35 days
4	Preparation and submission of detail estimate & detail of measurement, analysis of rate, specification etc. and incorporating modifications, if any and Obtaining its approval from client.	20 % of Quoted amount	25 days	60 days
5.	<b><u>Balance after successful commissioning of building/project.</u></b>			
	5.1. On completion of 50% Completed works for Scope of works defined for contractor.	20 % of Quoted Amount	As per actual timeline	
	5.2. On completion of 100% Completed works for Scope of works defined for contractor	20 % of Quoted Amount	As per actual timeline	

Signature of the tenderer & Stamp

Sd/ xx xx xx  
(Pushkar Kaushik)  
Lt Col  
Staff Officer-I (Works)  
for Accepting Officer

**LIST OF DRAWINGS**

1. The following drawings are included in the tender documents:-

S/No	Description of drawings	Drawing No	Sheet No	Date of	
				Drawing	Last
1	2	3	4	5	6
-NIL-					

Signature of the tenderer & Stamp

Sd/ xx xx xx  
(Pushkar Kaushik)  
Lt Col  
Staff Officer-I (Works)  
for Accepting Officer

**TENDER**

**TO**

**THE PRESIDENT OF INDIA**

Having examined and perused the following documents: -

1. Particular specifications signed by SOI (Works)
2. Drawings detailed in the list of Drawings.
3. Schedule 'A', 'B', 'C' and 'D' attached here to.
4. CPWD Specifications 2021 Volume I and II and amendments thereafter and Delhi Schedule Rates 2019 (here-in-after referred to as the Schedule) together with amendments if any. General Conditions of Contracts of CPWD together with errata and amendments if any.
5. Water and Electricity : No Water and Electricity will be supplied by the Assam Rifles.

**Should this tender be accepted, I/We agree.**

\*\* (a) That the sum of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_) forwarded as Earnest Money shall either be retained as part of Security Deposit or refunded by the Government on receipt of the appropriate amount of Security Deposit, all as per Conditions of CPWD.

(b) To execute all the works referred to in the said documents upon the terms and conditions contained or referred to therein and as detailed in the General summary below or at such other rates as may be fixed under the provision of conditions of CPWD and further agree to refer all disputes, as required by conditions of CPWD to the Sole Arbitration of a Serving Officer having degree in Engineering or equivalent or having passed final / direct final examination of Sub-division II of the Institution of Surveyors (India) recognized by the Govt of India to be appointed by the CHIEF ENGINEER ASSAM RIFLES, whose decision shall be final, conclusive and binding.

TOTAL B.F. FROM SERIAL PAGE NO \_\_\_\_\_  
Rs. \_\_\_\_\_

or the lump sum of Rs. \_\_\_\_\_ (Rupees

\_\_\_\_\_) Signature \_\_\_\_\_  
Dated \_\_\_\_\_ 2025 in the capacity of \_\_\_\_\_ duly authorised to sign the tender for and on behalf of \_\_\_\_\_

**SIGNATURE OF WITNESS**

NAME \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

POSTAL ADDRESS \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

MOBILE NO. \_\_\_\_\_

Signature of the tenderer & Stamp

Sd/ xx xx xx  
(Pushkar Kaushik)  
Lt Col  
Staff Officer-I (Works)  
for Accepting Officer

**APPENDIX 'A' TO NOTICE OF TENDER****1. Condition No – 1**

(a) Name of Work:

- a) Provision of Offr accn and multipurpose hall (G+5) at LOAR, New Delhi.  
 (b) Provision of JCO accn (G+5) at LOAR, New Delhi.  
 (c) Provision of Mahila accn and Guest rooms (G+5) at LOAR, New Delhi.  
 (d) Provision of OR accn (G+5) at LOAR, New Delhi.  
 (e) Provision of Office and ancillary building (S+5) at LOAR, New Delhi.  
 (f) Provision of utility services with allied works at LOAR, New Delhi

**SH: Consultancy Services for Architectural Planning, Structural Planning & Design of MEP Services and necessary approvals”**

(b) Estimated : **Rs. 77,18,347.00**  
 consultancy charges  
 on project work

**2. Condition No – 2**

Period of Completion : (As per type of construction not exceeding 23 Months)

**3. Condition No – 3**

(a) Document : As per CPP Portal  
 download start date

(b) Earnest : **Rs. 1,54,367.00**  
 Money

(c) Earnest : **Directorate General Assam Rifles, Shillong-10**  
 money to be  
 deposited in favour  
 of

(d) Office where : Engineering Branch Directorate General Assam Rifles, Laitkor  
 drawing & other Shillong-10  
 documents will be  
 available for  
 inspection

**4. Condition No – 4**

(a) Last date & : As per CPP Portal  
 time for uploading of  
 online

Signature of the tenderer & Stamp

Sd/ xx xx xx  
 (Pushkar Kaushik)  
 Lt Col  
 Staff Officer-I (Works)  
 for Accepting Officer

**ACCEPTANCE**

\_\_\_\_\_ Alterations have been made in these documents and as evidence that these alterations were made before the execution of the Contract Agreement and these have been initialled by the Contractor and \_\_\_\_\_ SO1(Wks).

The said officer is hereby authorised to sign and initial on my behalf the documents forming part of this contract.

The above tender was accepted by me on the \_\_\_\_\_ day of \_\_\_\_\_ on behalf of the President of India for the lump sum of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_)

Signature \_\_\_\_\_ dated this \_\_\_\_\_ day of \_\_\_\_\_

Appointment : CFA, Assam Rifles  
ACCEPTING OFFICER  
(For and on behalf of the President of India)

Signature of the tenderer & Stamp

Sd/ xx xx xx  
(Pushkar Kaushik)  
Lt Col  
Staff Officer-I (Works)  
for Accepting Officer

**CERTIFICATE**

**GENERAL CONDITIONS OF CONTRACTS (CPWD)**

**FOR**

**LUMP SUM CONTRACTS**

A copy of the General Conditions of Contracts clauses 13.2.8 & 13.2.9 of CPWD has been supplied to me/us and is in my/our possession. I/we have read and understood the provisions contained in the aforesaid General Conditions of Contracts before submission of this tender and I/we agree that I/we shall abide by the terms and conditions thereof, as modified, if any, elsewhere in these tender documents.

It is hereby further agreed and declared by me/us that the General Conditions of Contracts CPWD form part of these tender documents.

Signature of the tenderer & Stamp

Sd/ xx xx xx  
(Pushkar Kaushik)  
Lt Col  
Staff Officer-I (Works)  
for Accepting Officer

**CERTIFICATE****ASSAM RIFLES CONDITIONS AND PARTICULAR SPECIFICATIONS****FOR****LUMP SUM CONTRACTS, TERM CONTRACTS****AND MEASUREMENT CONTRACTS**

A copy of the Assam Rifles Special Conditions and Particular Specifications for lump sum contracts, Term Contracts and measurement contracts has been supplied to me/us and is in my/our possession. I/we have read and understood the provisions contained in the aforesaid Assam Rifles Special Conditions and Particular Specifications of Contracts before submission of this tender and I/we agree that I/we shall abide by the terms and conditions thereof, as modified, if any, elsewhere in these tender documents.

It is hereby further agreed and declared by me/us that the Assam Rifles Special Conditions and Particular Specifications form part of these tender documents.

Signature of the tenderer & Stamp

Sd/ xx xx xx  
(Pushkar Kaushik)  
Lt Col  
Staff Officer-I (Works)  
for Accepting Officer



**CERTIFICATE TO BE SIGNED BY THE TENDERER****CERTIFICATE****(TO BE FILLED BY THE TENDERER)**

1. It is certified that I have read and understood and will comply all instructions contained in tender enquiry and its schedule. All pages of schedule to tender from page \_\_\_\_\_ to \_\_\_\_\_ have been filled properly and signed.
2. The construction/building materials supply/works once /completed/delivered will be subjected to an inspection by the acceptance board at the given consignee location. The specifications of the items will be in conformity with the details provided by the user and as per given specifications. The date of completion of acceptance board would be deemed date on which the warranty will commence.
3. We shall provide onsite comprehensive warranty of one year for the items being executed work / supplied.
4. We guarantee to provide 100% replacement for the defective item during guarantee/warranty & ten years guarantee for the effectiveness of water proofing treatment of accessible roof and structural members.
5. We affirm that we abide by the work schedule as given in tender and elsewhere in the tender enquiry.
6. We agree to deposit a Performance Security Deposit equal to five percent (5%) of the total cost of work as per work order/supply order. After defect liability period of 12 months, the Performance Security Deposit will affirm be released on receipt of confirmation from concern unit/user along with fresh photographs.
7. We certify that any cost incurred on additional items/systems/components /accessories required would be borne by us.

Signature of tenderer : \_\_\_\_\_

Name in block letters : \_\_\_\_\_

Name of firm : \_\_\_\_\_

Full address : \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(i) Telephone No \_\_\_\_\_

(ii) Mobile No \_\_\_\_\_

(iii) Fax No \_\_\_\_\_

(iv) Email id \_\_\_\_\_

(v) Website \_\_\_\_\_

**Company Seal**

Place : \_\_\_\_\_

Date : \_\_\_\_\_

**(Authorised Signatory of Company)**Signature of the tenderer & Stamp

Sd/ xx xx xx  
(Pushkar Kaushik)  
Lt Col  
Staff Officer-I (Works)  
for Accepting Officer

**ELECTRONIC CLEARING SERVICE(CREDIT CLEARING/REAL TIME GROSS SETTLEMENT (RTGS) FACILITY FOR RECEIVING PAYMENTS**A. DETAILS FOR ACCOUNT HOLDER :-

NAME OF ACCOUNT HOLDER	
COMPLETE CONTACT ADDRESS	
TELEPHONE NUMBER/FAX/EMAIL	

B. BANK ACCOUNT DETAILS :-

BANK NAME	
BRANCH NAME WITH COMPLETE ADDRESS, TELEPHONE NUMBER AND EMAIL	
WHETHER THE BRANCH IS COMPUTERISED	
WHETHER THE BRANCH IS RTGS ENABLED? IF YES , THEN WHAT IS THE BRANCH'S IFSC CODE	
IS THE BRANCH ALSO NEFT ENABLED	
TYPE OF BANK ACCOUNT(SB/CURRENT/CASH CREDIT WITH 10/11/13)	
COMPLETE BANK ACCOUNT NUMBER	
MICR CODE OF BANK	
NAME AND ADDRESS OF THE BENEFICIARY/PAYEE	
IFCS(INDIAN FINANCIAL SYSTEM) CODE	

C. DATE OF EFFECT :-

I hereby declare that the particulars given are correct and complete. If the transaction is delayed or not effected at all for reasons of incomplete or Incorrect Information, I would not hold the user Institution responsible. I have read the option Invitation letter and agree to discharge responsibility expected of me as a participant under the Scheme.

Date: (.....)  
Signature of Customer

Certified that the particulars furnished above are correct as per our records.  
(Bank 's stamp)

Date : (.....)  
Signature of the Authorized Official from the Bank

1. Please attach a photocopy of cheque along with the verification obtained from the Bank
2. In case your Bank Branch is presently not "RTGS enabled" then open its up gradation to "RTGS Enabled" branch. Please submit the information again in the above Performa to the Department at the earliest.

Signature of the tenderer & Stamp

Sd/ xx xx xx  
(Pushkar Kaushik)  
Lt Col  
Staff Officer-I (Works)  
for Accepting Officer

**NON BLACK LISTING CERTIFICATE**

1. I \_\_\_\_\_ Son of Shri \_\_\_\_\_ age about \_\_\_\_\_ by profession proprietor/ partner of M/s \_\_\_\_\_ having registered office at \_\_\_\_\_ do hereby solemnly affirms and declare as under :-

(a) Undertakes to the effort that any Government Organization does not blacklist our firm.

(b) I am not Proprietor/Partners/Director of any other firm or business with whom Government has banned/suspended business dealing.

(c) I do not have any concern /subsidiaries, blacklisted by Government Organization.

(d) All works have completed within PDC and no work/works is/are laying pending/sick/delay.

**Company Seal**

**(Authorised Signatory of Company)**

Place : \_\_\_\_\_

Date : \_\_\_\_\_

Signature of the tenderer & Stamp

Sd/ xx xx xx  
(Pushkar Kaushik)  
Lt Col  
Staff Officer-I (Works)  
for Accepting Officer

**FINANCIAL STABILITY CERTIFICATE****CERTIFICATE TO BE ISSUED BY SCHEDULED BANK OF THE FIRM**

This is to certify that the M/s \_\_\_\_\_ is maintaining current Account No \_\_\_\_\_ with us. Proprietor of M/s \_\_\_\_\_ is a respectable customer of this branch. To our information, M/s \_\_\_\_\_ is considered financially sound for any procurement up to Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only).

IFSC Code :

MICR Code :

**Bank Seal****(Authorised Signatory of Bank)**

Place : \_\_\_\_\_

Name : \_\_\_\_\_

Contact No. of Bank: \_\_\_\_\_

Designation : \_\_\_\_\_

Date : \_\_\_\_\_

Employee No : \_\_\_\_\_

Contact No. : \_\_\_\_\_

Signature of the tenderer & Stamp

Sd/ xx xx xx  
(Pushkar Kaushik)  
Lt Col  
Staff Officer-I (Works)  
for Accepting Officer

**GUARANTEE/WARRANTY**

Except otherwise provided in the invitation to tender, the contractor hereby declares that the goods/works/articles/equipment sold/supplied to the purchaser/consignee under this contract shall be of best quality and workmanship and new in all respects and shall be strictly in accordance with the specification and particulars mentioned/contained in the contract. The contractor hereby guarantees that the said goods/works/articles would continue to confirm to the description and quality aforesaid for a period of twelve months from the date of receipt of goods/works/articles/equipment in good condition at site by the consignee in case of supply contract and twelve months from the date of installation and satisfactory taking over of the goods/works/articles/equipment at site by consignee where installation and commissioning is involved and notwithstanding the fact and the purchase/inspection authority has inspected and/or approved the said goods/works/articles/equipment or such if during the 12 months the said goods/stores/articles/equipment be discovered not to confirm to the description and quality aforesaid or not giving satisfactory performance or have deteriorated and the decision of the purchaser/consignee in that behalf shall be final and binding on the contractor/seller and the purchaser shall be entitled to call upon the contractor/seller to rectify the goods/stores/articles/equipment or such portion thereof as is found to be defective by the purchaser within the reasonable period or such specified period as may be allowed by the purchaser in his discretion on application made thereof by the contractor/seller, and in such an event, the above period shall apply to the goods/stores/articles/equipment rectified from the date of rectification mentioned in the warranty thereof, otherwise the contractor /seller shall pay the purchaser such compensation as may arise by reason of the breach of warranty therein contained.

Signature of the tenderer & Stamp

Sd/ xx xx xx  
(Pushkar Kaushik)  
Lt Col  
Staff Officer-I (Works)  
for Accepting Officer

**PENALTY FOR USE OF UNDUE INFLUENCE**

The seller should undertake that he has not given, offered or promised to give directly or indirectly any gift, consideration, reward, commission, fees brokerage of inducement to any person in service of the Purchaser or otherwise in procuring, the Contact or Forbearing top do or for having done or forborne to do any act in relation or execution of the Contract or any other Contact with the Government for showing or forbearing to show favor or disfavor to any person in relation to the Contact or any other Contact with the Government. Any breach of the aforesaid undertaking by the seller or any one employed by him or acting on is behalf (whether with or without the knowledge of the seller) or the commission of any offers by the seller or any one employed or acting on his behalf, as defined in Chapter IX of the Indian Penal Code, 1860 or the Prevention of Corruption Act, 1947 or any other Act enacted for the prevention of corruption shall entitle the Purchase to cancel the contact and all or any other Contact with the seller and recover from the Seller the amount of any loss arising from such cancellation. A decision of the Purchaser or his nominee to the effect that a breach of the undertaking had been committed shall be final and binding on the seller.

Giving or offering of any gift, bribe or inducement or any attempt at any such act on behalf of the seller towards any officer/employee of the Purchaser or to any other person in a position to any other person in a position to influence any officer/employee of the Purchaser for showing any favor in relation to this or any other contact, shall render

Signature of the tenderer & Stamp

Sd/ xx xx xx  
(Pushkar Kaushik)  
Lt Col  
Staff Officer-I (Works)  
for Accepting Officer

**Bank Guarantee format for furnishing Earnest Money Deposit (EMD)**

Signature of the tenderer & Stamp

Sd/ xx xx xx  
(Pushkar Kaushik)  
Lt Col  
Staff Officer-I (Works)  
for Accepting Officer

**FORM-T1****STRUCTURE & ORGANIZATION**

1.	Name & Address of the bidder	
2.	Telephone No. / Email id	
3.	Legal status of the bidder (attach copies of original document defining the legal status)	
i)	An Individual	
ii)	A proprietary firm	
iii)	A firm in partnership	
iv)	A limited company or Corporation	
4.	Particulars of Registration with various Government Bodies (attach attested photo-copy).	
	Organization/Place of Registration	Registration No.
i)		
ii)		
iii)		
5.	Names and Titles of Directors & Officers with designation to be concerned with this work	
6.	Designation of individuals authorized to act for the organization	
7.	Has the bidder or any constituent partner in case of partnership firm/ Limited company /Joint venture, ever been convicted by the court of law ? If so, give details	
8.	In which field of Consultancy, the bidder has specialization and interest?	
9.	Any other information considered necessary but not included above	

**Signature of bidder(s) with Seal**

Signature of the tenderer & Stamp

Sd/ xx xx xx  
(Pushkar Kaushik)  
Lt Col  
Staff Officer-I (Works)  
for Accepting Officer

**FINANCIAL INFORMATION**

I. Financial Analysis: Details to be furnished duly supported by figures in Balance Sheet / Profit & Loss Account for the last five financial years duly certified by the Chartered Accountant, as submitted by the applicant to the Income Tax Department (Copies to be attached):

**(Amounts - Rupees in Lakhs)**

Ser	Particulars	Financial Years				
		2021-22	2022-23	2023-24	2024-25	2025-26
i)	<b>Gross Annual Turnover</b> on Consultancy works					
ii)	<b>Profit / Loss</b> (Standalone Financial Statement)					

II. Financial arrangements for carrying out the proposed work:  
 .....

**(Seal Signature of Chartered Accountant) Name**  
 ..... **Membership**  
**No. of ICAI** :.....

**Seal & Signature of Bidder(S)**

Signature of the tenderer & Stamp

Sd/ xx xx xx  
 (Pushkar Kaushik)  
 Lt Col  
 Staff Officer-I (Works)  
 for Accepting Officer

**FORM-T3A**

**FORM OF BANKERS' CERTIFICATE FROM A COMMERCIAL BANK**

This is to certify that to the best of our knowledge and information that M/s/Shri  
..... having marginally noted address,  
as a customer of our bank are/is respectable and can be treated as good for any  
engagement up to a limit of Rs. Rupees  
.....).

This certificate is issued without any guarantee or responsibility on the bank or any of the  
officers.

**(Seal & Signature) For the Bank**

---

**NOTE:**

- i.* Bankers certificate should be on letter head of the Bank, addressed to Tendering authority.
- ii.* In case of partnership firm, certificate should include names of all partners as recorded with the Bank.

Signature of the tenderer & Stamp

Sd/ xx xx xx  
(Pushkar Kaushik)  
Lt Col  
Staff Officer-I (Works)  
for Accepting Officer

**FORM FOR CERTIFICATE OF NET WORTH FROM CHARTERED ACCOUNTANT**

It is to certify that as per the Audited Balance Sheet and Profit & Loss Account during the Financial Year

....., the Net Worth of M/s.....(Name and Registered Address of Individual/Firm/Company), as on .....(the relevant date) is Rs..... after considering all liabilities. It is further certified that the Net Worth of the Firm/Company has not eroded by more than 30% in last three years ending on (the relevant date).

Date:

**(Seal & Signature of Chartered Accountant) Name**

.....

**Membership No. of ICAI :.....**

**Seal & Signature of Bidder(S)**

Signature of the tenderer & Stamp

Sd/ xx xx xx  
(Pushkar Kaushik)  
Lt Col  
Staff Officer-I (Works)  
for Accepting Officer

**PROJECT SHEETS**

Project Sheets highlighting best innovative architectural design including those in high seismic zone, energy efficiency / climatically responsive architecture, use of sustainable / cost effective materials and technologies to be considered for this process. **(Maximum 10 projects)**

Name of the project	
Name of the Client	
Name of contact person of client: Designation : Telephone no. & email address:	
Project location	
Project Area in Sqm	
Project cost (in Rs.)	
Consultancy fee (in Rs.)	
Project status (ongoing / completed)	
Start Date	
Stipulated Date of completion	
Actual Completion Date	
Consortium Details if any:	
Lead Consultant	
Other Consultant in consortium	
<b>Narrative description Highlighting special feature of the Project</b>	
<b>Description of Services provided:</b>	

**Note:** Attach Copies of Work Orders, Completion Certificates, photographs etc. with individual project sheet.

**Seal &Signature of bidder(s)**

Signature of the tenderer & Stamp

Sd/ xx xx xx  
(Pushkar Kaushik)  
Lt Col  
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for Accepting Officer

**FORM- T5****DETAILS OF PERSONNEL TO BE EMPLOYED FOR THIS WORK**

Ser	Designation	Total Number	Number Available for this work	Name	Qualification	Professional experience	How would be involved in this work	Remarks
1	2	3	4	5	6	7	8	9
1	Architects							
2	Hospital Planner							
3	Civil utilities Engineers							
4	MEP Engineers							
5	HVAC Engineers							
6	Fire Fighting System Experts							
7	Green Building Consultant							
8	EIA Expert							

Signature of Applicant

Signature of the tenderer & Stamp

Sd/ xx xx xx  
(Pushkar Kaushik)  
Lt Col  
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## FORM-T6

**EXPERIENCE OF TEAM LEADER (PROJECT ARCHITECT)**

Proposed Role (Indicate Full Time /Part Time)	Project Architect	Photograph
Name		
Date of Birth		
Key Expertise		
Total years of experience in relevant field		

## Education Qualification

Name of Degree	College and University	Specialization	Year of Passin g

## No. of Years of Professional Experience:

Organizatio n	Designation	Period starting from DD/MM/YYYY	Ending date DD/MM/YYYY	Role/ Nature of work done in project	Duratio n (Years )

## Details of Projects being handled

Project	Client	Period starting from DD/MM/YYYY	Time Duration	Responsibili ty / Role in project	Nature of work done in project

**Any other information member may desire to highlight:** (Awards/accolades won)

**Certification:** I, the undersigned, certify to the best of my knowledge and belief, this resume correctly describe my qualifications and experience. I am currently holding position of \_\_\_\_\_ (designation) in \_\_\_\_\_ (name of the firm) firm.

**Signature of Team  
Leader (Project  
Architect)**

**Date:**

**Seal & Signature of  
bidder(s)**

Signature of the tenderer & Stamp

Sd/ xx xx xx  
(Pushkar Kaushik)  
Lt Col  
Staff Officer-I (Works)  
for Accepting Officer

**EXPERIENCE OF TEAM MEMBER TO BE DEPLOYED ON PROJECT**

Proposed Role (Indicate Full Time /Part Time)		Photograph
Name		
Date of Birth		
Key Expertise		
Total years of experience in relevant field		

**Education Qualification**

Name of Degree	College and University	Specialization	Year of Passing

**No. of Years of Professional Experience:**

Organization	Designation	Period starting from DD/MM/YYYY	Ending date DD/MM/YYYY	Role/ Nature of work done in project	Duration (Years)

**Details of Projects being handled**

Project	Client	Period starting from DD/MM/YYYY	Time Duration	Responsibility / Role in project	Nature of work done in project

**Any other information member may desire to highlight:** (Awards/accolades won)

**Certification:** I, the undersigned, certify to the best of my knowledge and belief, this resume correctly describe my qualifications and experience. I am currently holding position of \_\_\_\_\_ (designation) in \_\_\_\_\_ (name of the firm) firm.

**Signature of Team Member**

**Date:**

**Seal & Signature of bidder(s)**

Sd/ xx xx xx  
Signature of the tenderer & Stamp

(Pushkar Kaushik)  
Lt Col  
Staff Officer-I (Works)  
for Accepting Officer

**SITE VISIT CERTIFICATE**

It is certified that Sh. / Smt. \_\_\_\_\_ of  
M/s \_\_\_\_\_ (Name of firm) has visited  
work site for **Consultancy Services for Architectural Planning, Structural Planning &  
Design of MEP Services and necessary approvals”** for the following works on  
\_\_\_\_\_ (date). He / She has been explained nature of work to be  
executed on ground:-

- (a) Provision of Offr accn and multipurpose hall (G+5) at LOAR, New Delhi.
- (b) Provision of JCO accn (G+5) at LOAR, New Delhi.
- (c) Provision of Mahila accn and Guest rooms (G+5) at LOAR, New Delhi.
- (d) Provision of OR accn (G+5) at LOAR, New Delhi.
- (e) Provision of Office and ancillary building (S+5) at LOAR, New Delhi.
- (f) Provision of utility services with allied works at LOAR, New Delhi

(Signature of Contractor / representative)

Signature with Company seal

Date :

(Signature of Liaison Office Assam Rifles)

Signature with office stamp

Date :

Sd/ xx xx xx  
Signature of the tenderer & Stamp

(Pushkar Kaushik)  
Lt Col  
Staff Officer-I (Works)  
for Accepting Officer