

Himachal Pradesh Technical University
(A State Government University)



V.P.O Daruhi, Tehsil & Distt Hamirpur (H.P.) – 177001
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Tender No. Himtu-4(project)A-3 /2021- 01

Dated : 26.09.2022

Tender document form

For

Providing Architectural consultancy services for the work Construction of Academic Block-II, Boys hostel & Girls Hostel building for Himachal Pradesh Technical University (HPTU), at Hamirpur, District Hamirpur, Himachal Pradesh.
Cost of Form Rs. 1500/-

Name of Work :

Estimated Cost :

Earnest Money :

Time Period:


Phone no. :.....Mob. No.....

Email ID :.....

Issued to :

RGD Office: Himachal Pradesh Technical University, Daruhi, Hamirpur, District-Hamirpur, Himachal Pradesh

Certified that this tender document contains12.....pages (from 01 to 12 pages).


Registrar
Himachal Pradesh Technical University,
Hamirpur



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NOTICE INVITING TENDERS

Providing Architectural consultancy services for the work Construction of Academic Block-II, Boys hostel & Girls Hostel building for Himachal Pradesh Technical University (HPTU), at Hamirpur, District Hamirpur, Himachal Pradesh.

Ref: Tender No. Himtu-4(project)A-3 /2021- 01

Dated: 26.09.2022

1. Sealed tender is hereby invited on behalf of Himachal Pradesh Technical University (HPTU) from the experienced Architects/ Consultants for carrying out the work as mentioned below:

Name of the work	Estimated Cost of buildings (Rs. In Lacs)	EMD (Rs.)	Starting date of issue of tender Document	Last date for submission of tender Document
Providing Architectural consultancy services for the work Construction of Academic Block-II, Boys hostel & Girls Hostel building for Himachal Pradesh Technical University (HPTU), at Hamirpur, District Hamirpur, Himachal Pradesh.	7027.50	1,50,000	27.09.2022	18.10.2022

2. Tender documents (non-transferable) for above work shall be issued from 27.09.2022 10:00AM to 18.10.2022 3:00PM on working days from the address given below on payment of required tender processing fee of Rs.1,500.00 (Rupees One thousand five hundred Only) (non-refundable) in form of Demand Draft in favour of "Finance Officer", HPTU, Hamirpur. The intending tenderers may also download the complete tender documents available on the web site www.himtu.ac.in and submit the same along with tender fee and requisite earnest money deposit by the due date.
3. Tender documents can be purchased from the office of the Registrar/Finance Officer, HPTU, Hamirpur, on all working days from 27.09.2022 to 18.10.2022 up to 3:00 PM except on holidays and Sundays, after payment of requisite tender cost as mentioned above.

(02)

4. The tender documents duly completed along with EMD in the form of demand draft in favour of the "Finance Officer", HPTU, Hamirpur from any Nationalized Bank should be submitted before 3.00 PM on 18.10.2022 and technical bid of the parties shall be opened on the same day (i.e., last date of submission) at 4.00 PM. The tender without EMD shall be summarily rejected.
5. HPTU reserves the right to reject any or all tenders without assigning any reason thereof. Tenders in whom any of the prescribed conditions are not fulfilled or found incomplete in any respect are liable to be rejected.
6. The technical bid submitted by the parties shall be opened on the same day i.e. last date of submission in the presence of tenderers. The price bids of technically qualified parties shall be opened on the same date, or any other date as decided by HPTU, Hamirpur.



Registrar
Himachal Pradesh Technical University,
Hamirpur

INSTRUCTIONS TO BIDDERS

1. GENERAL

- i. Name of the work is "Providing Architectural consultancy services for the work Construction of Academic Block-II, Boys hostel & Girls Hostel building for Himachal Pradesh Technical University (HPTU), at Hamirpur, District Hamirpur, Himachal Pradesh. Estimated value of the construction work is Rs. 7027.50 Lacs
- ii. Tenderers are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting the tenders and obtain all necessary information which they feel is necessary to submit their tenders.
- iii. The bidders are advised to quote their consultancy fee for executing the job in the format enclosed as **Annexure -III.**

2. SUBMISSION OF TENDER

Tenders shall be submitted in two parts in the following manners: -

i) "Part-I- Technical Bid"

The envelope shall be marked Part-I- Technical Bid and shall contain the information/ documents as per clause No. 3 below.

ii) "Part-II- Price Bid"

The envelop shall be marked Part-II- i.e. Price Bid will contain consultancy fee for executing the job in the format enclosed. No condition i.e. deviations / assumptions / stipulations / clarifications / comments / any other request whatsoever should be imposed. The conditional offers will be rejected.

3. QUALIFYING CRITERIA

Tenderers having following valid documents will be technically qualified and considered for opening of their price bid. Technically qualified parties have no right to claim for award of the work. HPTU reserves the right to cancel or award the work to any firm/tenderers.

- i) Valid Registration with Indian Council of Architecture / Indian Institute of Engineering and Architecture. Copy of the Registration Certificate valid as on date should be enclosed.
- ii) Tender processing fee of Rs.1500.00 (Rupees one thousand five hundred Only) (non-refundable) in form of DD in favour of "Finance Officer, HPTU, Hamirpur, should be submitted
- iii) EMD in form of demand draft in favour of the "Finance Officer, HPTU, Hamirpur, from any Nationalized Bank will be submitted along with technical bid. The tender without processing fee and EMD shall be summarily rejected.
- iv) GST registration details to be submitted
- viii) The Intending firm should have one principal architect holding M.arch in



Architecture

- ix) The intending firm should have done one institutional project of one not less than Rs.70 .00 crores.
- x) Must have experience of institutional projects (in educational institutes) in hill area minimum G+5 storeyed buildings
- xi) Firms must have an experience of establishment of minimum 25 years.
- xii) Turn over must be 40 lacs average in the last three years.

4. VALIDITY OF OFFER

Tender submitted by tenderers shall remain valid for acceptance for a minimum period of 90 days from the date of opening of the tenders. The tenderers shall not be entitled during the said period of 90 days, to revoke or cancel their tender or to vary the tender given or any term thereof, without the consent in writing of the HPTU. In case of tenderers revoking or canceling their tenders or varying any terms in regard thereof without the consent of HPTU in writing, HPTU shall forfeit Earnest money paid by them along with their tender without giving any notice.

- 5. It will be obligatory on the part of the tenderer to sign the tender documents for all the components & parts. After the work is awarded, he will have to enter into an agreement on proforma provided by the HPTU for work awarded, within 15 days from date of receipt of acceptance order or before the work is undertaken.

6. LOCATION OF WORK:

The site is located at Village Daruhi, District -Hamirpur, Himachal Pradesh, which is about 5 km from the Hamirpur Bus Stand.



7. BRIEF DETAILS & SCOPE OF THE WORK AND GENERAL INSTRUCTIONS TO THE ARCHITECT

HPTU proposes to construct the following building:

- (1) Boys Hostel & Girls Hostel (Ground plus three storeyed building each)
- (2) Academic Block-II (Ground plus five storeyed Building)

Approximate plinth area envisaged for the above-mentioned buildings is 12216 sq. meters.

7.1 SCOPE OF WORK:

HPTU intends to develop the above said buildings in such a way that it shall be unique in design and should stand out as an icon of its success of operation with regard to the services rendered for the institutional growth of the State.

The scope of work for proposed architectural services shall be preparation of architectural drawings, structural drawings and services drawings, which are detailed out as under but shall not be limited to:

- i. Conceptual plans, Architectural Plans.
- ii. Architectural submission plans and drawings for local body approval.
- iii. Architectural working and detailed drawings.
- iv. Structural designing, detailing and drawing.
- v. Services designing, detailing and drawings.
- vi. Detailed drawings, Technical Specifications' for non-schedule items.
- vii. Details of all connected ancillary works and services which should conform to civil works standards/confirming to NBC and other relevant BIS codes and / OR CPWD specifications and / Or Non Scheduled Items.
- viii. Cost estimation of other ancillary work as per requirement with periodic site supervision as and when required.

The scope of Architectural Consultancy is to provide suggestion on the various facilities to be included in the buildings, the concept plans, designs, detailed architectural and structural drawings, detailed estimates for non-scheduled items not covered in latest CPWD/ HPPWD Schedule of rates, obtaining statutory clearances, extending assistance in preparation of estimates and bid document and in supervision of work execution, quality control and for preparation of completion plans and as –built etc.

The Architect shall be fully responsible for the correctness ad accuracy of structural and service designs and the safety of the structure shall be the responsibility of the Architect, notwithstanding the approval by HPTU of these designs. The designs are to be in accordance with the up-to –date and relevant codes of practice and based on sound engineering practices.



STAGE- 1 PRELIMINARY STAGE (within 30 days from work order)

The Architect firm must carry out architectural planning work starting from this stage,

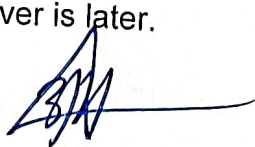
- a) Prepare Architectural Drawings ,Elevations should be evolved as per the requirement of the HPTU and matching with the existing structures.
- b) Preparation of visualized scheme with plan, layout sketches of elevation and other features and submit required number of copies of the approved sketch designs (plans, layouts. Elevation, rough cost estimates etc.) to HPTU.
- c) Obtain approval/ Statutory clearances from local bodies.

STAGE-II WORKING DRAWING STAGE (within 60 days from work order)

The preparation of working and detailed architectural drawings, structural drawings and services details will be involved in this stage. This will include:

- a) Preparation of detailed architectural drawings including Floor plans, Elevations, 3D images, Sections, Internal and external Electrical. Plumbing, Sanitation, Fire - fighting, acoustical details etc.
- b) Preparation of structural drawings based on designing the buildings as per latest IS codes. The structural drawings prepared shall be got vetted from some government institutions of repute as per decision of the HPTU. The vetting fee if any shall be borne by the architectural firm.
- c) Preparation of all services drawings based on designing the services considering the user present and future requirements and should be based on latest IS codes and sound engineering practice.
- d) Preparing the schedule of quantities along with specification and analysis of rates of non-scheduled items, which are not available in HPPWD/DSR/CPWD schedule of rates. The estimates shall be based on the latest HPPWD standards /DSR/CPWD schedule.
- e) Direct and co- ordinate the architectural, engineering work and prepare (with help of other consultants if necessary) complete working details schedules, specifications and bill of quantities for the tendering the works.

It is expected from the architectural firm to carry out and complete the architectural ad structural work of stage-II, as above within 30 days from the date of approval of their work of Stage-I by the HPTU or from the date of go- head granted from the competent authority of HPTU for taking the work of Stage-II , whichever is later.



STAGE – III: SELECTION OF CONTRACTOR

The architectural firm shall extend its support and help in preparation of schedule of quantities and bid document for selection of contractors in consultation with CPWD/ executing agency. The firm shall also assist in preparing all contract documents for various works for calling tenders with articles of agreement, specifications, conditions of contract. Special conditions, bill of quantities including analysis of rates, time, and progress charts, and obtain approval of HPTU on such final documents.

- a. Architectural shall assist HPTU/ CPWD/ executing agency in inviting tenders and shall supply adequate number of copies of drawings and details required to be attached in the tender document to be prepared by CPWD/ executing agency.
- b. Architect shall assist HPTU /CPWD in processing the tenders by supplying relevant details as desired by CPWD/ executing agency in respect of proper analysis of rates/ market rated of materials and labour etc. and for replying any query raise by HPTU/CPWD/ executing agency.

STAGE-IV WORK EXECUTION STAGE:

The Architect/ Architectural firm or this representative will visit the site to supervise the construction activities to ensure that the same are being carried strictly in accordance with the design and drawings.

STAGE –V COMPLETION STAGE (within 30 days from date of completion by CPWD/executing agency)

The architectural firm shall also be responsible for the following:

- a. Certify the final completion of work.
- b. Obtain completion and occupation certificated from the local bodies after completion of work and supply the same to HPTU.
- c. Prepare completion drawings including elevation and sections and structural details indicating details of building and all services to the HPTU, verify and confirm identification marks on service installation, cables, wires etc., for easy identification and maintenance.

Number of Drawings sets, etc.

All the estimates, details of quantities, detailed designs, reports and any other details envisaged under this Agreement, including drawing-architectural, structural, electrical, air-conditioning or other services (Internal & External) would be supplied by the Architects as indicated above, but not less than 5 sets of prints in A-2 size on Imperial size drawing sheets and. All these drawings will become the property of the University and it will have the right to use the same



anywhere else. The drawing cannot be issued to any other person, firm or authority or used by the Architects for any other project. No copies of any drawing or document shall be issued to anyone except the HPTU and its authorized representative.

8. PAYMENT

The payment to the selected firm shall be made as below:

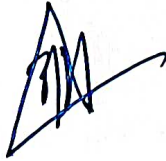
Stage	Description of work done		% fee payable
I	On submitting conceptual designs and rough cost estimate		5% total fee payable
II	On submitting the required preliminary schemes for the University's approval along with the preliminary estimate		15% total fee payable less payment already made at Stage-I
III	On incorporating University's suggestions and submitting drawings for obtaining approval		30% total fee payable less payment already made at Stage-I to II
IV	(a)	Upon statutory approval, if required and submission of vetted structural design	35% total fee payable less payment already made at Stage-I to III
	(b)	Detailed working drawings, specifications, detailed estimate, schedule	40% total fee payable less payment already made at Stage-I to IV(a)
V	On appointment of contractor/ award of work to the contractor		50% total fee payable less payment already made at Stage-I to IV(b)
VI	(a)	On submitting working drawing and detail required for commencement of work	60% total fee payable less payment already made at Stage-I to 5
	(b)	(i) On completion of 20% work	70% total fee payable less payment already made at Stage-I to 6(a)
		(ii) On completion of 40% work	75% total fee payable less payment already made at Stage-I to 6(b)(i)
		(iii) On completion of 60% work	80% total fee payable less payment already made at Stage-I to 6(b)(ii)
		(iv) On completion of 80% work	85% total fee payable less payment already made at Stage-I to 6(b)(iii)
		(v) On completion	90% total fee payable less payment already made at Stage-I to 6(b)(iv)
VII	On submitting completion report and drawings for issuance of completion/occupancy certificate by statutory authorities wherever required and on issue of as built drawing		100% total fee payable less payment already made at various Stages



All statutory deductions like Income Tax/Service Tax etc. shall be deducted from the consultancy fee as per prevailing rules. The time allowed for consultancy services to the Architects shall be correspondingly extended due to delays on any account in completing the works. The Architects shall be expected to continue, to render their services till the completion of the works inspite of the delays caused. However, they shall not be entitled for any extra remuneration, etc. other than the agreed fees.

9. Performance Security:

The successful bidder shall have to submit a Performance Guarantee (PG) in shape of Bank guarantee/FDR on nationalized bank duly pledged in favour of the "Finance Officer", HPTU, Hamirpur amounting to 5% of the award amount. The validity period of such BG/FDR shall initially be 30 Days beyond the schedule date/ revised scheduled date of completion.



(1) Technical Bid Details

Name of the Firm	
Registration with Indian Council of Architects / Indian Institution of Architects	
Tender Cost DD required to be submitted for an amount of Rs. 1,500.00	
EMD DD required to be submitted for an amount of Rs. 1,50,000.00	
GST Registration Details	
One principal architect holding M.Arch in architecture (Certificates of Educational qualifications, Declaration from the staff working in the firm)	
Institutional Project of not less than Rs. 70 crores (Certificate enclosed)	
Experience of institutional projects (educational institutes) in hill area minimum G+5 storeyed	
Minimum Experience of establishment of 25 years	
Turn over of minimum 40 lacs in last three years.	

NOTE:

- a) All the Details for the above should be filled and necessary Registration/certificates should be enclosed.



"Part-II- Price Bid"

(The envelop shall be marked Part-II- i.e. Price Bid will contain consultancy fee for executing the job in the format enclosed).

NAME OF THE WORK: "Providing Architectural consultancy services for the work Construction of Academic Block-II, Boys hostel & Girls Hostel building for Himachal Pradesh Technical University (HPTU), at Hamirpur, District Hamirpur, Himachal Pradesh"

Name of the Firm/Tenderer:

Address :

I/we hereby agree to render consultancy services for the project as defined in the tender documents and also agree to abide by all the terms and conditions put forth in the said tender documents enclosed and my/our fee for the above all services will be _____ %

_____ percent on (Estimated Contract Value).

+ GST (extra). The above fee shall remain firm till the completion of the project in all respect.

Authorized signatory along with the seal

