

**National Institute of Rural Development & Panchayati Raj
Rajendranagar, Hyderabad – 500 030**

Invitation for EOI for Interior Designing

The Assistant Registrar (T), National Institute of Rural Development & Panchayati Raj, Rajendranagar, Hyderabad – 500030, hereby invites on behalf of the Director General, NIRDPR, the Expression of Interest from Interior Designers for the work cited below from the approved and eligible Interior Designers/Architects or those on appropriate list of P&T, MES, Railways and state PWD and Corporate Sectors upto 3.00 pm on 7.2.2017.

Sl.No.	Name of the work	Last date of submission of application	EMD(Rs.)
1.	Providing Interior Design for the Rooms/Suites in Aravali Guest House in NIRDPR Campus and aid in fixing agency for execution and monitoring the execution.	3.00 pm on 7.2.2017	Rs.7200/-

1. The prospective bidders are requested to download and submit the filled-in Tender form, duly signed by them to the undersigned along with an EMD for an amount Rs.7200/- as Demand Draft from any scheduled bank drawn in favour of National Institute of Rural Development and Panchayati Raj payable at Hyderabad. The Tender forms submitted without EMD will be rejected.

2. The agencies/firms fulfilling the eligibility criteria will make **Power Point Presentation** of the proposals before the Committee constituted by the Competent Authority for the purpose. Based on the recommendations of the Committee, the Firm will be selected.

3. The time and date of presentation will be intimated to the eligible candidates later. The Intending agencies that have experience of executing similar works with Govt. Departments/Corporate Sectors/Training Institutes/Hostels/ Star Hotels will be given priority. The detailed notification may be viewed from the website of www.nird.org.in

Assistant Registrar (T)

Tender Document

NIRDPR is an apex organisation under the Ministry of Rural Development, Govt. of India. The Institute intends to engage an expert Architectural Agency/Interior Designer/Interior design agency for the interior designing/planning, preparation of bill of quantities/estimates, selecting the agency, getting the work executed according to the design, monitoring the quality of execution, preparing bills, furnishing for effective and judicious use of space of 20 rooms and 6 suites in Aravali Guest House which were constructed in the year 2012 and the rooms are presently in occupiable condition in NIRDPR Campus. The prospective Interior Designers are requested to visit the site to get clear idea about the scope of the work.

1. Scope of work:-

- (a) preparation of conceptual design and drawings with respect to interior designing/planning, finishing and furnishing work including 3D/walk-through presentation with following items for 20 VIP rooms and 6 Suites at the Guest House .
- (b) Internal arrangement with details of all furniture/seating arrangement for VIP accommodation.
- (c) Interior planning of toilets and other areas to ensure barrier free environment.
- (d) Designing False ceiling, Electrical Installation scheme along with type of luminiare/other gadgets required for the rooms and suites
- (e) Preparation of the detailed estimate of quantities with cost based on prevailing market rates/DSR as Applicable in DSR 2014.
- (f) Preparation of DNIT with detailed specifications of materials for inviting tender for fixing agency and execution of the work of interior designing planning and furnishing etc. as per scope of work.
- (g) Assist NIRDPR in inviting bids, tender evaluation and fixing agency for execution.
- (h) Assist NIRDPR in complete execution of the work, check measurement, bill preparation for the work done in compliance with the design specifications.
- (i) Assist NIRDPR in keeping milestones of execution and quality control.

2. Selection Process:

The bidders who must have executed similar works(a proof of such execution must be enclosed) shall make a presentation before a committee along with bill of quantities/estimates for one VIP room and one Suite along with their fee in terms of percentage of the estimated cost of furnishing the VIP room and Suite. The fee shall include as and given separately for (a) the cost of designing, preparation of estimate of one VIP room an Suite, and (b) fixing agency of execution, monitoring the quality execution, preparation of bills and completion of work according to the milestones (Project Management Cost)

3. Schedule of payment/fee

The payment will be as follows:

- a) Selection of design/concept and issue of Work Order – Complete amount quoted for their part of the work

- b) The Project Management Cost - As per the Percentage fee quoted at every bill prepared and approved for payment for the executing agency

4. TERMS AND CONDITIONS: -

- (i) The work shall be carried out as per CPWD Specifications

- (ii) All the stages of consultancy shall be completed by the Architect/Consultant strictly according to the time schedule specified. The work throughout contract period shall be carried out with diligence as time being the essence of the contract. In the event of failure on the part of Architect to provide services for any stage within the time schedule, the authorities levy liquidity damages @ 1% per week for delay in completion of work subject to maximum 10% of the agreement amount. Further for any breach of terms and conditions of the agreement, the In-charge may rescind the contract agreement of the consultant by giving 15 days notice. The in-charge may get the balance work done at the risk and cost of the architect/consultant.

- (iii) The bidder shall carefully study the scope of work to be carried out and site situation through personal visits to the site.

- (iv) The bidders shall note that no deviations from the general terms & conditions of the contract or commercial Conditions with this bid are acceptable & it will be presumed that once bid is submitted, the bidder agrees entirely with it.

- (v) Submissions of tender by the firm/agency/Consultant implies that he has read the instructions and conditions herein contained and has made himself aware of the scope and specifications of the work to be done at site.
- (vi) In the event of any dispute, difference or question arising concerning this consultancy, the matter shall be referred to the Technical Committee and based on its recommendations, DG, NIRDPR's decision is final and binding to the both parties.
- (vii) Any tax or levy of tax such as service tax, VAT, labour-cess etc. as imposed by the Government of India, State Government or local authorities for consultancy services would be borne by the consultant which may either be deducted at source by the Authorities or deposited by the Architect/Consultant at his own level with the concerned authority meaning by that nothing extra shall be paid to the consultant over and above the agreed fees/amount.
- (viii) 5% security will be deducted from the running payments/bills to be submitted by the consultant/Architect and shall be realized after completion of the project to the entire satisfaction of the in-charge.
- (ix) The bidder should furnish the certificate that I/we hereby declare that I/we have not been black-listed, debarred/suspended by any Govt./semi govt/autonomous bodies./corporation/Pvt. Organizations during the last seven years.
- (x) The tender for the works shall remain open for acceptance for a period of **NINETY (90) DAYS** from the date of opening of tender/ ninety (90) days from the date of opening of financial bid (strike out as the case may be). If any tenderer withdraws his tender before the said period or issue of letter of acceptance, whichever is earlier or makes any modifications in the terms and conditions of the tender which are not acceptable to **the department, then the Competent authority shall, without prejudice to any other right or remedy, be at liberty to forfeit 50% of the said Earnest Money as aforesaid Further the tenderer shall not be allowed to participate in the re-tendering process of the work.** In the event the agency/firm whose tender is accepted and the award letter issued, fails to commence the work "along with change in scope, if any" in the prescribed time or abandons work before its completion, **The Government shall without prejudice to any other right or remedy be at liberty to forfeit the whole of the Earnest Money and shall be absolutely at the disposal of the NIRDPR Administration.**

- (xi)** This Notice Inviting Tender/EOI shall form a part of the contract document. The successful agency/firm, on acceptance of his tender by the accepting authority, shall, within 15 days from the stipulated date of start of the work have to sign the different components/part of the contract consisting of the notice inviting tender, all the documents including additional conditions, specifications and drawings, if any, forming the part of tender/EOI as issued at the time of invitation of tender and acceptance thereof together with any correspondence leading thereto.

Interior Designer

Assistant Registrar (T)
NIRDPR, Hyderabad.