

NOTICE INVITING TENDER

RO/AURA/BSD/2021-22/173

DATE: 16/03/2022

Dear Sir,

Reg: Architectural consultancy services with supervision for the construction of **CENTRAL BANK OF INDIA REGIONAL OFFICE, CHIKALTHANA BRANCH & CURRENCY CHEST** building on Bank's plot at **P-17, Chikalthana MIDC, Aurangabad.**

Central Bank of India, Regional Office **Aurangabad** invites tender for Architectural services with supervision for the construction of **Central Bank of India Regional Office, Chikalthana Branch & Currency Chest** building on Bank's plot at **P-17, Chikalthana MIDC, Aurangabad** from Architects/ Architectural firms qualifying in Pre-qualification criteria and having valid certificate from Council of Architecture.

Architects/ Architectural firms having previous experience of designing, execution supervision of similar works shall be preferred.

'Similar work' shall mean Govt./ Semi-Govt. educational institute, staff training centers, Govt/ semi-Govt offices etc.

The required information shall be furnished in the Proforma provided with this tender. Submission in any other format shall not be acceptable.

If the space in Proforma is insufficient for furnishing full details, such information may be supplemented on separate sheet stating therein the part of Proforma and serial number. Separate sheets may be used for each part of application. While filling up the application with regard to list of important projects completed or on hand the applicant shall only include major works handled by the firm.

The ability and competence of the applicant to render required services within the specified time frame will be a major factor while deciding the empanelment of Architect.

Application containing false and/ or incomplete information is liable for rejection.

The bank reserves the right to amend / revise the eligibility criteria depending upon application received.

The application should be submitted in two Separate envelop No. 1 (Technical Bid) containing Terms & Conditions of Tender duly signed & Envelop No. 2 (Price Bid) containing financial bid for the above mentioned work. The details of services required are enclosed herewith.

Please Note that the Bank does not bind itself to accept the lowest or any Tenders and reserve itself the right to accept/ reject any or all tenders either in whole or in part, without assigning any reason for doing so.

The tender (both envelopes) duly filled in and signed on each page shall be submitted in sealed cover marked as technical bid and Financial bid, clearly subscribing the name of the said work, to **Regional Manager, Central Bank of India, Regional Office, Aurangabad** so as to reach us not later than **5.00 p.m.** on **28.03.2022**. Late tenders are liable to be rejected. The tender should accompany non-refundable tender fees of **Rs 5000.00 (Five thousand only)** in the form of demand draft favoring “Central Bank of India” payable at **Aurangabad**.

For any further information on the tender, Business Support department at Regional Office, Aurangabad may be contacted. **Contact Name & number – Swapnil Ghutke, Mob No-9028548313.**

**Regional Manager
Regional Office
Aurangabad**

APPLICATION FOR PREQUALIFICATION OF ARCHITECTS

Name of Work: Architectural consultancy services with supervision for the construction of
**Central Bank of India Regional Office, Chikalthana Branch & Currency
Chest** building on Bank's plot at **P-17, Chikalthana MIDC, Aurangabad.**

Name of the Applicant: M/s.

Last date of submission:

Central Bank Of India
Business Support department
Regional Office
Aurangabad

To,

The Regional Manager,
Regional Office
Aurangabad

Ref: **Application for prequalification as Architect for consultancy services with supervision for construction of Central Bank of India Regional Office, Chikalthana Branch & Currency Chest building on Bank's plot at P-17, Chikalthana MIDC, Aurangabad.**

Dear Sir,

I / we have read and understood the instructions and the Terms & Conditions mentioned in the application form. I / we do hereby declare that the information furnished in the application and the supplementary sheets are correct to the best of my knowledge and belief.

I/we authorize Bank official to approach our employers, clients, corporation organization etc. to verify the facts submitted by us.

Signature of applicant with seal

Name:

Designation:

Address:

Place

Date:

INFORMATION TO BE FURNISHED BY THE APPLICANTS

1. Name of the Organisation
2. Address
3. Year of establishment
4. Status of the firm
(Enclose copy)
5. Name of Directors/ Partners/ Proprietor
 - i) ii)
 - iii) iv)
6. Whether registered with the Registrar of companies / registrar of firms.
If so, mention number and date.
(Enclose copy)
7. Whether an assesses of income tax, if so, mention permanent account number. Furnish copies of Income Tax Clearance Certificate.
8. Provide Annual financial statement of last 3 years
9. Name and address of applicant's Banker
10. if you are registered in Panel of other Organisation/ Statutory bodies such CPWD, PWD, MES, Banks, etc., furnish their name, Category and date of registration.
 - i) ii)
 - iii) iv)
11. Detailed description and Value of work done
12. Specify the average turn over for last three years.
13. Specify Maximum value of work executed
14. Furnish the name of three responsible persons along with contact details who will be in a position to certify about the quality as well as past performance of your organization.
 - (i)
 - (ii)
 - (iii)

PRE-QUALIFICATION ELIGIBILITY/ TECHNICAL BID

SN	Minimum eligibility criteria	Documents required
1.	The applicant should be a well-established and reputed Architectural firm/ proprietorship firm having minimum experience of 5 years in the same field and must have office in Aurangabad.	Firm registration certificate/ Firm/ partnership deed
2.	The applicant should possess graduate/ post graduate degree in Architecture either from India or Abroad and having done considerable work as architect for a period of more than 5 years	Copy degree certificate and works completion certificate
3.	The applicant should be a member of Council of Architecture and should possess a valid certificate	Copy of certificate
4.	<p>The applicant should have satisfactorily completed ‘similar’ works of magnitude as specified below during the last 5 years ending 31/03/2021</p> <p>(i) One similar completed work, costing not less than Rs. 100.0 Lacs, or</p> <p>(ii) Two similar completed works, each costing not less than Rs. 80.0 Lacs, or</p> <p>(iii) Three similar completed works, each costing not less than Rs. 50.0 Lacs</p> <p>‘Similar work’ shall mean Govt./ Semi-Govt. educational institute, staff training centers, Govt/ semi-Govt offices etc.</p>	<p>Certificate by an authorized officer/ client or equivalent of the organization for whom the works has been done.</p> <p>Additionally, committee may, at its own discretion visit the site/s.</p>

List of Documents to be enclosed with application form.

1. Status of the Firm / Registration certificate
2. Certificate of Registration from Council of Architecture
3. Degree certificate
4. Proforma-I
5. Proforma-II
6. Proforma-III
7. Proforma-IV
8. Photograph of major work executed.
9. Completion certificates from clients for jobs of value more than 1.00 Crores.
10. Last three FY audited balance sheet

FINANCIAL BID

SN	Description of work	Rate (%)
1	Architectural consultation services for construction of CENTRAL BANK OF INDIA REGIONAL OFFICE, CHIKALTHANA BRANCH & CURRENCY CHEST building on Bank's plot at P-17, Chikalthana MIDC, Aurangabad	
	<p>The consultancy services includes:-</p> <ol style="list-style-type: none"> 1) Preparation of design in accordance with Bank's requirements, adhering to local governing codes/ standards, regulation etc. 2) After finalization of design, defining specifications, preparation of block estimate enabling Bank to take permission from concerned authority 3) Preparation of drawings to be submitted to local governing authority/ municipal corporation / concerned authority etc. and facilitating Bank to obtain necessary approvals at the earliest 4) Preparation of final estimate, working drawings, structural drawings, detailed drawings, services layouts as per the approved drawings 5) The Architect shall involve himself/ herself in every stage of tendering process i.e. Preparation of tender documents, calling tender on behalf of Bank, tender opening and evaluation for obtaining L-1 contractor and submitting the report to Bank regarding same. 6) Preparation of contract documents to be executed between Bank and contractor which shall include working drawings, specifications, item of works and other terms and conditions of contract 7) Regular supervision for proper execution of work as per sanctioned drawing and up to Bank's satisfaction 8) Assisting the employer in appointing site supervisor and guiding the site engineer as and when required 9) Checking measurements at site, checking contractor's bills and issuing interim certificates for payment to the contractors 10) Obtaining final building completion certificate from the concerned authority 11) Architect appointed shall be wholly responsible for successful completion of overall project adhering to the local guidelines, regulations, safety and structural stability of the building since inception up to the handing over occupancy to the employer 12) Architect shall assist Bank in all Arbitration proceedings between contractor and Bank and also defend the Bank in such proceedings 13) Any other services connected with the works usually and normally rendered by the Architect but not referred to herein above 	

PROFORMA –1
PARTICULARS IN RESPECT OF WORK EXECUTED

Sr.No	Name of the work/ project executed with address	Short description of work executed	Name and address of owner	Value of work executed	Stipulated time of completion	Actual time of completion	Remarks , if any
1							
2							
3							
4							
5							
6							
7							

Signature of the Applicant

PROFORMA- 2
LIST OF KEY PERSONAL PERMANANTLY EMPLOYED

Sr.No.	Name	Designation	Qualification	Experience	Years with the Firm	Any other information

Signature of the Applicant

PROFORMA – 3
OTHER RELEVANT INFORMATION

1. WORK FORCE PERMANENTLY EMPLOYED
 TRADE NOS.

- i) Architects
- ii) Civil Engineers
- iii) Site Supervisors
- iv) Draftsman
- v) Others

2. LIST OF MACHINES AND EQUIPMENTS
 IN POSSESSION OF THE FIRM

- i)
- ii)
- iii)
- iv)
- v)
- vi)

PROFORMA –4
PARTICULARS IN RESPECT OF WORK IN HAND

Sr.No	Name of the work/ project executed with address	Short description of work executed	Name and address of owner	Value of work executed	Stipulated time of completion	Status Of Work	Remarks , if any
1							
2							
3							
4							
5							
6							
7							

Signature of the Applicant
