



Uttar Bihar Gramin Bank
Head Office, Kalambagh Chowk, Muzaffarpur

Tender reference No.HO:GAD/14/2021-22/

Date::30.10.2021

TENDER for EMPANELMENT OF ARCHITECTS / CONSULTANTS at Uttar Bihar Gramin Bank

Uttar Bihar Gramin Bank invites **sealed applications** are invited from reputed, well established, and experienced Architects/Consultants for empanelment under various categories for maintenance/ renovation works in Bank's Offices in Bihar.

	Category1A - Projects/works costing up to Rs.20lacs
	Category1B - Projects/work costing more than Rs. 20 lacs and up to Rs. 50 lacs
	Category1C - Projects/work costing more than Rs. 50 lacs and up to Rs.100 lacs

(Tick the applied category)

Name of the Applicant:

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Last date and time of submission

On 26.11.2021 up to 03:00 PM

Bid Open Date & Time

On 26.11.2021 up to 03:30 PM

Address for
communication

General Manager
Uttar Bihar Gramin Bank
Head Office, Sharma Complex
Kalambagh Chowk,
Muzaffarpur – 842 001 (Bihar)

Cost of Application Documents:

Rs. 3,000.00 (Three thousand five hundred rupees only)

NOTICE OF INVITATION TO TENDER

Date: 30.10.2021

To,

All Eligible Architects / Consultants

Sealed applications are invited from reputed, well established, and experienced Architects / Consultants for empanelment under various categories for maintenance/ renovation works in Branches/Offices.

Application Documents may be purchased from Head Office of Rs 3,500.00 by way of DD favoring Uttar Bihar Gramin Bank (non-refundable) payable at Muzaffarpur or may be download from Bank's website www.ubghco.in & submit it with Rs. 1000.00 DD favouring Uttar Bihar Gramin Bank (non-refundable) payable at Muzaffarpur.

1. Applications are invited for empanelment in the following financial categories:-
Category 1A - Projects/works costing up to Rs.20lacs
Category 1B - Projects/work costing more than Rs. 20 lacs and up to Rs. 50 lacs
Category 1C - Projects/work costing more than Rs. 50 lacs and up to Rs.100 lacs
2. The applicant is requested to tick the category he is applying for on front page. The applicant who wishes to apply for more than one category shall submit separate application forms. If applicant applied for more than one category in a single application, then it will be treated as application for highest financial category out of all applied categories.
3. The criteria for selection of Architects shall be as under:-

The architects/consultants should have minimum 5 years' experience in the respective field applied for. The owner or one of the partner / director of the firm should have minimum 5 years' experience in the respective field applied for.

Experience of having successfully completed similar works during last 3 years ending last day of month previous to the one in which applications are invited executed under Central Government Department/State Government Department/Central Public Sector undertaking should be either of the following:-

- (i) Three similar completed works costing not less than the amount equal to 40% of respective upper limit of financial category. Or
- (ii) Two similar completed works costing not less than the amount equal to 60% of the respective upper limit of financial category. Or
- (iii) One similar completed work costing not less than the amount equal to 80% of the respective upper limit of financial category

- Average annual financial turnover during the least three years, ending 31st March of the previous financial year, should be at least 30% of the upper limit of respective financial category.
- The applicants should have their registered office in Bihar state.
- The architect / consultant should be member of Council of Architecture. If the firm is a partnership firm or limited company, then it must have the persons/partners with Graduate Degree in Architecture from India or abroad. Firms applying for empanelment of Architect must have registration of Council of Architecture.

3.1 The architects/ consultants should have PAN & GST.

3.2 The applicant should enclose draft (non-refundable) for Rs. 3500/- in favour of Uttar Bihar Gramin Bank, payable at Muzaffarpur where applications are submitted. The document submitted without the prescribed application fee will be summarily rejected.

4. Scope of Work: -

- a. Preparation of Existing layout: Architect need to have initial inspection of site and prepare existing layout of the premises, with exact location of the Columns/ Beams with sizes and detailed internal measurements including marking location of windows, Shutters, location planned for DG set, Outdoor unit of air conditioners, location points of Earth Pits, Toilets location, Septic Tank and Water Sump etc. if any and details of boundary / space available around the premises and Car parking spaces. In the Existing drawings, the existing internal and external walls, verandah, Present entrance and details of access steps, location of existing rolling shutters, Pillars and beams with dimensions, beam layout and existing details of finishes also to be marked. The exact Carpet Area should also be indicated in the Existing layout.
- b. Preparation of Interior Layout & Owners/Landlord's scope of works: Preparation of Interior lay-out drawings, designs taking into account the specific requirements of the bank and to submit two / three options for approval of Bank. In the case of Leased premises the Owners/Landlord's scope of works such as construction of Strong Room, ATM room, Electrical room, Toilets, Pantry, Record Room etc. are carried out by owner/landlord for whom the modifications of the existing site layout and proposed construction details on the basis of Bank approved layout, with specifications and detailed working drawings are to be prepared and handed over to landlord in person in presence of their Technical personnel for execution. To provide the required number of copies of drawings and details to Landlords / their engineer & Soft copies in AUTOCAD to bank.
- c. Preparation of respective BOQs: Preparation of lay-out drawings, designs and working drawing with details of civil work, preparation of Schedule of probable items of work. Preparation of BOQs for these works.
- d. Liaisoning with local municipal authority & other statutory bodies: Rendering service for obtaining necessary permission from statutory bodies, wherever necessary for execution of the work. Statutory payments for obtaining approval will be made by the Bank.
- e. Project Management Consultancy:
 - The Architect is required to visit the site at least once in a week for approving the layout markings, detailing the plans, makes and design, and monitor the progress and quality of the work.
 - Project Implementation, monitoring the progress, day-to-day supervision of the work by engaging an experienced & qualified degree / diploma holder engineer / architect.
 - Controlling and checking the quality of work & materials used & co-ordination with various agencies for smooth completion of works in scheduled time.
 - Verification and certification of samples of materials used and confirming strictly on the adherence of specifications and make of materials used by various vendors.
 - Certify the measurement for RA bills of various agencies.
 - Ensuring the completion of Project within scheduled time.
 - Final bill certification as per Bank's approved format with proper detailing of measurements and providing necessary drawings and tables in proof of measurements.
 - Three sets of As- Built drawings of all services to be submitted after completion of the Project along with Architect's Bill.

5. Payment Terms:

1) Option I - 3.00 % (Three percent only) of the Final Project Cost. – Projects within 100Km from the base location of Architect. GST as applicable shall be paid extra.

