



Regional Office, Shimla
Parvati Complex, Bypass Road, NH-22, Panthaghati, Shimla-171009

TENDER NOTICE

Union Bank of India invites applications/Bids for supervision in Single Bid system, professional fee bid for appointment of Architect from **Architect/Architectural firms empaneled with Union Bank of India, Regional Office Shimla** for Total Furnishing, Electrical and Data Cabling Works of office premises of **Solan Branch, District Solan (H.P.)**

The approximate carpet area to be furnished/renovated is around 1150.00 Sq. ft.
Estimated cost of project: Approx. Rs. 15.00 lakhs (Rs. Fifteen Lakhs Only) approximately.

Application/Bid forms containing detailed information can be downloaded from Bank's website www.unionbankofindia.co.in or www.eprocure.gov.in the same can also be collected from the below cited address of **Regional Office, Shimla** during working hours from **21.04.2022 to 30.04.2022 up to 03:30PM.**

Chief Manager (Operations)
Regional Office, Shimla
Parvati Complex,
NH-22, Bypass Road
Panthaghati, Distt. Shimla
(HP) Pin- 171009

The last date for submission of duly filed bid is **30.04.2022 up to 3:30 PM.** The applications/Bids will be opened on **30.04.2022 at 4:00 PM** at our **Regional Office, Shimla, Address: Parvati Complex, Bypass Road, NH-22, Panthaghati, Shimla-171009** in the presence of applicants/their authorized representatives. Bidders are requested to be present during tender opening. No time extension is allowed and bids submitted after due date & time will not be entertained. Bank is not liable for any postal/transit delay/loss.

All addendum/amendments in respect of this Bid/Notice, if any will be displayed on the Bank's website and no paper advertisement will be released. Intending bidders are advised to check website regularly.

Union Bank of India reserves the right to reject any or all applications received without assigning any reasons whatsoever. No communication will be entertained.

Regional Head

PRICE BID

FORMAT FOR PROFESSIONAL FEES (On Letter Head of the applicant)

To

Date:

Chief Manager (Operations)
Regional Office, Shimla
Parvati Complex,
NH-22, Bypass Road
Panthaghati, Distt. Shimla
(HP) Pin- 171009

Sub: PROFESSIONAL FEE FOR ARCHITECTS / ARCHITECTURAL FIRM

For Furnishing, Electrical and Data Cabling Works of office premises of Solan Branch, District Solan (H.P.)

Having examined and studied various requirements in respect of the subject for Furnishing, Electrical and Data Cabling Works of office premises of **Solan Branch, District Solan (H.P.)** and discussions with Concern Banks Officials resting on the subject the scope of work of intending project architect.

The Bank has clearly spelt out scope of work and its requirement, in brief details of which are as under:

- To survey the site and make physical verification of existing conditions and prepare a design conforming to Bank's requirements which includes total interior designing encompassing all elements like flooring, false ceiling, workstations, storage facilities, related civil works, electrical, fire safety system, CCTV system and security system etc. The design shall bring out ambience for the "feel good" factor in various parameters.
- To prepare such design, color schemes, material specifications and present to the Bank total scheme which includes detailed layout plan, furniture & fixture details, elevation and 3D views in form of presentation drawings.
- The Project Architect shall prepare preliminary drawings to be discussed and finalized by Bank's Competent Authorities. The Architect shall prepare such preliminary drawings till the final layout is selected. Based on approval of the plan by the Bank, the Architect/Project Consultant will have to furnish detailed drawings, specifications, bill of quantity, detailed estimate and final tender documents for further review and approval by the Bank.
- On final acceptance to codify the plan, concept, and specification encompassing all relevant aspect in a very comprehensive manner ideally suited for practical implementation. More particularly, bill of quantities, detailed estimate, rate analysis, specifications, approved makes of materials and such required details, which shall be comprehensive and of required clarity for actual implementation of the project.

- To prepare proposal of the final layout plan fit to be submitted for approval to various local authorities like TCP, Municipal Corporation, Mandal Panchayat. Fire Brigade, environment, Water department, Traffic etc., if needed and insisted by local authority only.
- To submit plan for revalidation time to time since the project is likely to spread over for several years (2 months). No separate out of pocket expenses shall be paid to the Project Architects for revalidation of approvals from statutory authorities, except official fee to be paid to the concerned local authorities.
- After due consideration to the scope of work mentioned herein above and giving due cognizance to duty list mentioned in the original prequalification bid, we submit our price bid in respect of original fees as under.
- If two or more bidders will quote the same rate/amount(L-1), in such case bank reserves right to choose Architect/Architectural Firms from the L-1 bidders on basis of experience.
- Price is to be quoted in respective **Serial Numbers** only and it must not be **0 (zero)** in any column.

Sr. No.	Parameter	Professional fees
01.	Consultancy Services: - Preparing standard layout / plans: The layout will be revised till it meets requirement of the Bank. The charges quoted will be inclusive of furnishing detailed plans, elevations, 3 D views and walk through. Preparation of required nos. of final tender documents to be issued to the contractors which will include detailed specifications of item, rate analysis including civil / interior / electrification / air conditioning / fire safety, etc. cross sectional details of officer's table, work station, credenza, side tables, chairs, sofa, center table, main entrance door, false ceiling, notice board, display board, storage and any other item required for furnishing and renovation, etc.	
1.a	Professional fee in terms of actual value of designed work completed excluding readymade items. Designed Items (90% of estimated cost).	_____ % of actual value of work. Professional fee will be Rs. _____
1.b	Professional fee in terms of actual value of work completed on readymade items, which are not designed by the Project Architect. (Chairs/DG set/ Cost of Ac machines) Bought out Items (10% of estimated cost)	_____ % of actual value of work. Professional fee will be Rs. _____
02.	PMC for a period of Two Months. Project Management Charges towards providing full time engineer fully experienced in similar work be deployed at site. (max salary paid will be only for original completion period) for day to day site supervision during actual construction work, preparing Work Schedule/Bar Chart Program for execution of works, maintaining various records, joint measurements, quality control, certification of bills, final completion reports along with necessary drawings. + one month for preparation of final bill.	
2.a	PMC charges for one month.	Rs. _____
2.b	PMC charges for _____ months.	Rs. _____
03.	Visit Charges to the site during execution of work wherein the visit is required once in a week. These charges should include traveling expense other expenses. (Approx.4 visits are required during execution period of 1 month.)	
3.a	Visit charges for one visit.	Rs. _____
3.b	Visit charges for _____ visits.	Rs. _____
Sr.No.	Parameters	Professional fees
	Total of fees (1.a + 1.b + 2.b + 3.b)	
	GST	
	Gross Total	

Note:

1. The readymade items include cost of higher side of electrical Air Conditioner, D.G. set, chairs, etc. and all items Bank purchase directly with professional guidance from the project Architect.
2. Under project management qualified Engineer/ Architect will be deployed on site on full time basis for day-to-day supervision, ensuring execution of work as per contract terms and conditions, certification of bills/ claims submitted by the contractor, co-ordination with Bank officials.
3. For approval of works, related to Fire Safety including Fire Hydrant System. Sprinkler System, Fire Alarm System etc., Architect will be allowed to take help of concerned contracting agency.
4. GST as applicable will be paid over and above the charges as quoted above.
5. Project Management Services mentioned are optional, however Architectural firm must quote their charges for the same. The Bank reserve the right to appoint any other agency for the Project Management or deploy Bank's staff for the purpose.
6. No separate visit charges will be paid during execution of work. Professional fee quoted shall be inclusive of all Visit charges, transportation, lodging, Boarding to the site during execution of work.
7. Architect/ representative shall make regular visit to site, no of visits shall not be limited to any nos.
8. Architect /representative shall attend meeting on site or Banks office as required by Bank.

Further, we also hereby agree to all terms and conditions spelled out by the Bank while calling Prequalification Bid.

Signature :

Name :

Designation :

Seal :