

Regional Office Meerut

OPP. GIC, BEGUM BRIDGE ROAD, MEERUT - 250001 (U.P.)

APPOINTMENT OF ARCHITECT / ARCHITECTURAL FIRM FOR SUPERVISION OF TOTAL FURNISHING (INTERIOR FURNISHING, ELECTRICAL, LAN, AC) OF UNION BANK OF INDIA, ECB MUZAFFARNAGAR BRANCH NEW PREMISES SITUATED AT 175, UPPER GROUND FLOOR, DWARAKAPURI, DIST. MUZAFFARNAGAR, U.P.

Union Bank of India invites applications/Bids for design and supervision in Single Bid system, professional fee bid for appointment of Architect from Architect / Architectural firms **empanelled with Union Bank of India Regional office Dehradun** for total furnishing (Interior Furnishing, Electrical, LAN and AC) work of e-CB Muzaffarnagar Branch new premises.

The approximate area to be furnished is around 1540 Sq.ft.

Estimated cost of project: Rs. 23,99,600/-

Application/Bid forms containing detailed information; eligibility norms, professional fees etc. can be collected from the below cited address of Meerut Regional office during working hours from 10.00 A.M. up to 5.00 P.M. The application/Bids form shall also be available at the Bank's website www.unionbankofindia.co.in and www.eprocure.gov.in. **Architect / Architectural firms empanelled with Union Bank of India, Regional office, Dehradun** interested in it shall submit their duly filled bid in sealed covers super-scribing "Professional fee bid" on or before 14-06-2022 at 4.00 P.M. **The applications/Bids will be opened on 14-06-2022 at 4:30 P.M. at our Regional Office, 1st Floor, Opp. GIC, Begum Bridge Road, Meerut-250001, Uttar Pradesh** in the presence of applicants/their authorized representatives who wish to be present. All addendum / amendments if any, in respect of this Bid/Notice if any will be displayed on the bank's website www.unionbankofindia.co.in and www.eprocure.gov.in and no paper advertisement will be released.

The Bank reserves the right to reject any or all applications/Bids without assigning any reasons whatsoever.

Regional Head
RO Meerut



Regional Office Meerut

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

To
The Regional Head,
Union Bank of India,
Regional Office,
Meerut

Date:

Sub: PROFFESIONAL FEE FOR ARCHITECTS / ARCHITECTURAL FIRM

Supervision of total furnishing work (Interior Furnishing, Electrical, AC, LAN) of e-CB Muzaffarnagar Branch Premises Situated At 175, Upper Ground Floor, Dwarakapuri, Dist. Muzaffarnagar, U.P.

We have studied the Bank's requirement for Total interior furnishing work (Interior Furnishing, Electrical, AC, LAN) of e-CB Muzaffarnagar Branch. 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 Guidelines and 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 as per Bank's guidelines and present to the Bank total scheme which includes detailed layout plan, furniture & fixture details, elevation.
- 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, specifications, approved makes of materials and such required details, which shall be comprehensive and of required clarity for actual implementation of the project.
- Project Architect shall prepare tender document for appointment of contractors (Furnishing, Electrical and LAN, AC works) which is to be submitted to bank for appointment of contractors.
- After receiving the tender bids of contractors Project Architect to analyze and submit the comparative statement of the contractors under various categories.
- Project Architect to ensure that items of approved make, brand and specifications shall only be installed in branch by the Project contractors, and there shall not be any deviation in the specifications, brand, make, quality of the items installed in branch by project contractors vs. mentioned in tender document of appointment of project contractor.

We are agreeable to undertake the work as per the information furnished by the Bank and we submit herewith price-bid in respect of professional fee which is as under:

All Services detailed out in Scope of works.

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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/ Cost of Ac machines/ Sofa etc.) Bought out Items (10% of estimated cost)	_____ % of actual value of work. Professional fee will be Rs. _____
02	PMC for a period of _____ 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. _____
	Total of fee (1.a + 1.b + 2.b + 3.b)	
	GST	
	Gross Total	

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Note:

1. ARCHITECTS / ARCHITECTURAL FIRM need to submit their proof of empanelment with Union Bank of India, Dehradun Regional Office only along with application/Bids.
2. The readymade items include cost of higher side of electrical, chairs, sofa, AC etc. and all the items Bank purchase directly with professional guidance from the project Architect.
3. Service Tax as applicable will be paid over and above the charges as quoted above.
4. Architect /representative shall visit and attend meeting on site or Banks office at least once in a week or as required by Bank and they shall submit their weekly visit report to our office & Branch.

Signature:

Name:

Designation:

Seal:

Email ID:

Contact No:

Submitted by: -