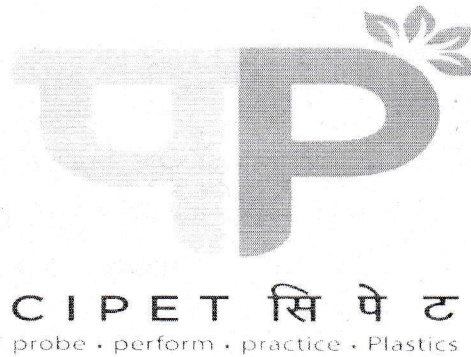


**Expression of Interest (Eoi)
for Providing Architectural Consultancy Services**

Doc.No. - CIPET:CSTS/GWL/Architechural_Constant_EOI/01 , Date - 05.02.2020



CIPET :CENTER FOR SKILLING TECHNICAL SUPPORT(CSTS),
(Department of Chemicals & Petrochemicals)
(Ministry of Chemicals & Fertilizers, Govt. of India)
Textile Technology Dept. Building, Near Women Polytechnic, Padav, Gwalior – 474007 (M.P.)
E-Mail: cipetgwalior@gmail.com, Ph.No.0751-2456515,-2369369
Website: www.cipet.gov.in



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Textile Technology Dept. Building, Near Women Polytechnic, Padav,
Gwalior – 474007 (M.P.)
E-Mail: cipetgwalior@gmail.com, Ph. No.0751-2456515,-2369369
Website: www.cipet.gov.in

EXPRESSION OF INTEREST (EOI)

Important Details :-

1. Start date/time for issue of EOI Documents: 06.02.2020, 09:00 Hrs.
2. Last date/time of submission of EOI Documents: 21.02.2020, 17:00 Hrs.
3. Date & Time of opening of EOI (Technical bid): 24.02.2020, 11:00 Hrs.

*Date of financial Bid opening will be intimated to the technically qualified bidders only.

Sealed EOI are invited from the reputed Architect/Consultant for **Providing Interior Architectural Consultancy Services** at CIPET: CSTS, Gwalior, Textile Technology Dept. Building, Near Women Polytechnic, Padav, Gwalior-474007

CIPET: CSTS, Gwalior reserves the right to accept or reject any or all EOI either in whole or in part, without assigning any reason for doing so.

Director & Head
CIPET : CSTS,Gwalior

General Instructions and Terms & Conditions

1. Any EOI received after the scheduled time or incomplete in any manner will not be accepted.
2. The bidder (Architect/Consultant) is expected to examine all instructions, terms & Conditions, specifications in the EOI form. Failure to furnish information required in every respect will be the Bidders risk and may result into rejection of the bid.
3. **Amendment of Bidding Documents:**
At any time prior to the submission of the bids, the Service Receiver may, for any reason, whether at their own initiative or in response to the clarification requested by the prospective Bidder, may modify the Bidding Documents by amendments.
The amendment will be notified in writing or by telephone to all prospective Bidders who have received the EOI documents.
4. **Signing of Bid**
The bid shall be typed or written in indelible ink and shall be signed by the Bidder or a person or persons duly authorized to bind the Bidder to Contract.
5. **Submission of Bid**
(a) The EOI will be required to submit the EOI in two bid system in two separate envelopes as mentioned below:

Envelope No. I super-scribed as "Technical Bid" should contain an Introductory letter of contractor along with copies of documents as evidences for the past 3 years Income Tax Return, Balance Sheet and past experience and other document mentioned in Annexure-A. The Architect/Consultant has to fill up Annexure "A" with his signature along with all supporting documents.

Envelope No. II super/scribed as "Financial Bid" should contain the EOI as per Annexure B duly signed by authorized signatory.

Both Envelope I & II should be placed in large envelope which should be super-scribed As "EOI for Providing Interior Architectural Consultancy Services at CIPET : CSTS, Gwalior" and addressed to Director & Head, CIPET : CSTS, Gwalior Textile Technology Dept. Building, Near Women Polytechnic, Padav, Gwalior - 474007(M.P.)
6. If the envelope is not sealed and marked, the Service Receiver will assume no responsibility for the bid's misplacement or premature opening
7. The Service Receiver may, at its discretion, extend this deadline for the submission of bids by amending the Bidding Documents in accordance with clause 3, in which case all rights and obligations of the Service Receiver and Bidders previously subject to the deadline will thereafter be subject to the deadline as extended.

8. **Contacting the Service Receiver**
No bidder shall contract the Service Receiver on any matter relating to its bids, from the time of bid opening to the time the contract is awarded.
9. **Evaluation of Bid**
- (i) The large Envelope (containing separate envelope I & II) will be opened first in the Presence of the bidders on 24.02.2020 at 11.00 AM. Thereafter the Envelope I i.e. Technical Bid will be opened.
 - (ii) Those Participants who have not enclosed Technical Bid documents & not submitted. In such cases their (Envelope II) which contain the financial bid will not be considered.
 - (iii) The Envelope II i.e. Financial Bid will be opened for those parties who qualify in Technical Bid
 - (iv) The contract will be awarded to the L1 bidder in financial bid.
 - (v) If the price quoted by two or more Architect/Consultant are same then the bid will be finalized on the basis of past experience/Turnover of the organization. However the decision of Director & Head will be final & binding on all the bidders.
10. The total Security amount shall be 10% of the total fee payable to the consultant and shall be deducted from every running and final bill.
11. The security amount so deducted shall be retained and released one year after the actual and satisfactory completion of the consultant's services relating to the project.
12. The consultant shall enter into detailed agreement with **CIPET : CSTS, Gwalior** on Non Judicial Stamp paper of Rs100.00 value within 7 days of acceptance of letter. The cost of stamp paper shall be borne by the consultant.
13. **CIPET : CSTS, Gwalior** reserves the right to reject any or all EOI in full or part thereof without assigning any reason.
14. The Director & Head, **CIPET : CSTS, Gwalior** is the final authority and his decision will be final and binding on the supplier for any disputes.
15. All legal disputes will have the jurisdiction of Gwalior City only.
16. The Consultant/Architect should have established office in Madhya Pradesh State.
17. **The Consultant/Architect should have experience of at least Three interior designing project of cost not less than Rs. 50 lakhs completed successfully for any Govt./Semi-Govt./Public Sector Organization or repeated organization (Copy to be enclosed).**

Doc.No. - CIPET:CSTS/GWL/Architechural_Consultant_EOI/01

EXPRESSION OF INTEREST (EOI)

**For Providing Architectural Consultancy Services at CIPET : CSTS, Gwalior
Consultant Interior /Architect Details for Technical Evaluation:**

Sr No	PARTICULARS			
1.	Name of the authorized Architects/Firms.			
2.	Postal address			
3.	Telephone No. with STD code			
4.	Name of Contact person			
5.	Mobile No			
6.	E-Mail ID			
7.	Firms Registration Certificate(copy enclosed)			
8.	PAN (Permanent Account Number) (copy enclosed)			
9.	GST Registration No. (copy enclosed)			
10.	Work Experience of last three Financial Years. work experience of interior design project completed successfully for any Govt. Semi Govt. Autonomous Bodies or Public Sector Organizations (Copy Attached)			
11.	Registration Number of COA & Validity			
12.	Income Tax Return of the last three years (2016-17,2017-2018,2018-19) (copy enclosed)	2017-18	2018-19	2019-20
13.	Balance Sheet of Last three F.Y(2016-17,2017-18,2018-19)	2016-17	2017-18	2018-19

Note: Attach extra sheet if required.

Place:

Signature of Architect/Consultant

Date:

Office Seal

Doc.No. - CIPET:CSTS/GWL/Architechural_Constant_EOI/01

**Expression of Interest (EOI) for Providing Architectural Consultancy Services
at CIPET : CSTS, Gwalior**

"FINANCIAL BID"

To,

M/s. CIPET : Center for skilling Technical Support (CSTS),
Textile Technology Dept. Building,
Near Women Polytechnic, Padav, Gwalior -474007 (M.P.)

Subject: Financial Bid for Providing Architectural Consultancy Services at CIPET: CSTS, Gwalior.

Dear Sir,

In response to **EOI No: CIPET:CSTS/GWL/Architechural_Constant_EOI/01** Dt.--.-- we are pleased to enclose the following as our financial bid for your kind consideration:

Sl. No	Description of the Work	% of Total value of work cost.
1.	Consultancy Services at CIPET: CSTS, Gwalior	

*The above rate is inclusive of all applicable taxes.

Place:

Signature of Architect/Consultant

Date:

Office Seal