

Expression of Interest (EOI)
for
Empanelment of Interior Designer
for Design & Consultancy
of
INNOVEX Lab.

at CIPET:SARP-LARPM, Bhubaneswar

Doc. No. :
CIPET:SARP-LARPM /BBSR/ID&C_EOI/20-21/03



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probe · perform · practice · Plastics

CIPET: SARP-LARPM
(Department of Chemicals & Petrochemicals)
(Ministry of Chemicals & Fertilizers, Govt. of India)

B/25, CNI Complex, (P.O.) KIIT, Patia,
Bhubaneswar, Odisha 751024

Ph. No: 0674 2742852, 2740173, Fax No: 0674 2740463

E-mail: larpm@cipet.gov.in, larpmcipet@larpm.in

Website: www.cipet.gov.in

	<p style="text-align: center;">CIPET:SARP- LARPM B/25, CNI Complex, (P.O.) KIIT, Patia, Bhubaneswar, Odisha 751024 Ph. No: 0674 2742852, 2740173, Fax No: 0674 2740463 e-mail: larpm@cipet.gov.in, larpmcipet@larpm.in , Website: www.cipet.gov.in</p>
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EXPRESSION OF INTEREST (EOI)

1. Last date & time for issue of EOI documents : 18-12-2020 up to 2.30PM
2. Last date & time for submission of filled in EOI documents : 18-12-2020 up to 3.00PM

Sealed EOI are invited from the reputed Interior Designers for **"Interior Design & Consultancy of INNOVEX Lab."** at **CIPET: SARP-LARPM**, B/25, CNI Complex, (P.O.) KIIT, Patia, Bhubaneswar, Odisha, 751024.

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

Asst. Admin Officer

CIPET, B/25, CNI Complex
(P.O.) KIIT, Patia, Bhubaneswar,
Orissa 751024
Ph. No: 0674 2742852, 2740173
Fax No: 0674 2740463
Web: www.larpm.gov.in
Alternate e-mail: larpm@cipet.gov.in

General Instructions and Terms & Conditions

1. Any EOI received after the scheduled time or incomplete in any manner will not be accepted.
2. The Bidders(Interior Designer/Consultant) is expected to examine all instructions, terms & Conditions, specifications in the EOI form. Failure to furnish the 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 i.e., CIPET:SARP-LARPM, Bhubaneswar may, for any reason, whether at their own initiate or in response to the clarification requested by the prospective Bidder, may modify the Bidding Documents through amendments.
4. **Signing of Bid**
The bids 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 submitted in two bid systems, in two separate envelopes as mentioned below:

Envelope No. 1 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 documents mentioned in **Annexure-A**. The Interior Designer/Consultant has to fill up Annexure "A" with his signature along with all supporting documents.

Envelop No. II super-scribed as "**Financial Bid**"should contain theEOI 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 Empanelment of Interior Designer for providing Design &Consultancy of INNOVEX Lab. at CIPET:SARP-LARPM, Bhubaneswar**" and addressed to**Asst. Admin Officer**,B/25, CNI Complex, (P.O.) KIIT, Patia, Bhubaneswar,Orissa.751024.
6. If the envelope is not sealed and marked, the Service Receiver i.e., CIPET:SARP-LARPM, Bhubaneswar will assume no responsibility for the bid's misplacement or premature opening.
7. **Deadline for submission of Bids**
Bids must be received by the Service Receiver i.e., CIPET:SARP-LARPM, Bhubaneswarat the address specified under commercial bid not later than **03.00 P.M on 18-12-2020**.
8. The Service Receiver i.e., CIPET:SARP-LARPM, Bhubaneswarmay, 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.
9. **Contacting the Service Receiver**
No bidder shall contract the Service Receiveri.e., CIPET:SARP-LARPM, Bhubaneswaron any matter relating to its bids, from the time of bid opening to the time the contract is awarded.

10. Evaluation of Bid

(i) The large Envelope (containing separate Envelope I & II) will be opened first on 18-12-2020 at 03.30 P.M. Thereafter the Envelope I i.e. Technical Bid will be opened.

(ii) Those Participants who have not enclosed Technical Bid documents, their Envelope II consisting of 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 prices quoted by two or more Interior Designer/Consultants are same, then the bid will be finalized on the basis of past experience/Turnover of the organization.

11. The Interior Designers should have 2 years' experience in providing Interior Designing & Consultancy Services of the project cost not less than Rs. 25.00 lakhs completed successfully for any Govt./Semi-Govt./Autonomous/ Public Sector Organization within last 2 years

12. The Interior Design & Consultancy firm must have average annual turnover of more than Rs. 20.00 Lakh during last 3 years.

13. The Security amount shall be 10% of the total fee payable to the consultant and shall be deducted from every running and final bill.

14. The security amount so deducted shall be retained and released one year after the actual and satisfactory completion of the consultant's services related to the project.

15. The Interior Designer & Consultant shall have to enter into a detailed agreement with CIPET:SARP-LARPM, Bhubaneswar on Non-Judicial Stamp paper of Rs100.00 value within 07 days of acceptance of letter. The cost of stamp paper shall be borne by the Interior Designer & Consultant.

14. CIPET:SARP-LARPM, Bhubaneswar reserves the right to reject any or all EOI in full or part thereof without assigning any reasons thereof.

16. All legal disputes will have the jurisdiction of Bhubaneswar City only.

EXPRESSION OF INTEREST (EOI)

**For
Empanelment of Interior Designer for providing Interior Design&Consultancy of
INNOVEX Lab. at CIPET: SARP-LARPM Bhubaneswar**

"TECHNICAL BID"**Interior Designer/ Consultant Details for Technical Evaluation:**

Sr No	PARTICULARS			
1.	Name of the authorized Interior Designer/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 two Financial Years in Interior designing for the project completed successfully of the cost not less than Rs. 25.00 Lakh for any Govt/ Semi Govt/Autonomous Bodies / Public Sector Organizations / CIPET within last 2 years (Copy Attached)			
11.	Income Tax Return of the three assessment F.Y. (2017-18,2018-2019,2019-20) (copy enclosed)	2017-18	2018-19	2019-20
12.	Annual Turnover – Average More than Rs.20.00 Lakh of last 03 financial years	2016-17	2017-18	2018-19

Note: Attach extra sheet if required.

Place:

Signature of Interior Designer&Consultant

Date:

Office Seal

**Expression of Interest (EOI)
for
Empanelment of Interior Designer for providing Interior
Designing & Consultancy of INNOVEX Lab. at
CIPET: SARP-LARPM Bhubaneswar**

"FINANCIAL BID"

To,
M/s. CIPET: SARP- LARPM
CIPET, B/25, CNI Complex
(P.O.) KIIT, Patia, Bhubaneswar,
Odisha 751024

**Subject: Financial Bid for Interior Designing & Consultancy of INNOVEX Lab. at
CIPET: SARP- LARPM Bhubaneswar- reg.**

Dear Sir,

In response to **EOI No: CIPET:SARP- LARPM/BBSR/ID&C EOI/20-21/03** Dt.11-12-2020
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 project.
1.	Charges for Interior Designing & Consultancy of INNOVEX Lab. at CIPET: SARP-LARPM, Bhubaneswar.	

***The above rates is/are inclusive of all applicable taxes.**

Terms & Condition(s)

- 1.
- 2.
- 3.
- 4.
- 5.

Place:

Signature of Consultant

Date:

Office Seal