

**No. D-11018/1/04-Protocol
Government of India
Planning Commission**

ATTN: ARCHITECTS AND INTERIOR DECORATORS

DESIGN FOR RENOVATION AND UPGRADATION OF CONFERENCE ROOM.

THE PLANNING COMMISSION INTENDS TO RENOVATE AND UPGRADE CONFERENCE ROOM "SANGAM" (1728 SQ.FT AREA) LOCATED AT YOJANA BHAVAN, NEW DELHI.

THE SCOPE OF WORK COVERED BY THE PRESENT TENDER NOTIFICATION IS AS FOLLOWS;

- I) PREPARING CONCEPT DRAWINGS AND DETAILS FOR RENOVATION AND UPGRADATION OF THE CONFERENCE ROOM.
- II) PRESENTATION OF THE DETAILS OF THE CONCEPT TO THE EVALUATION COMMITTEE SET UP BY THE PLANNING COMMISSION FOR THIS PURPOSE AND PROVIDING THE CLARIFICATIONS THAT MAY BE REQUIRED BY THE SAID COMMITTEE.
- III) PREPARING DETAILED SPECIFICATIONS, DETAILED DRAWINGS AND DRAFT TENDER DOCUMENTS IN CONSULTATION WITH THE PLANNING COMMISSION FOR THE EXECUTION OF WORK.
- IV) SUPERVISION OF THE WORK AND CERTIFYING THE FULFILMENT BY THE CONTRACTORS OF ALL SPECIFICATIONS RELATING TO THE DESIGN, QUALITY OF MATERIAL USED, STANDARD OF WORKMANSHIP ETC.

SEALED TENDERS ARE INVITED FROM REPUTED ARCHITECTS AND INTERIOR DESIGNERS TO PROVIDE THE SERVICES COVERED BY THE SCOPE OF WORK. ONLY THOSE ARCHITECTS OR INTERIOR DESIGNERS WHO HAVE EXPERIENCE OF AT LEAST TWO SIMILAR WORKS COMPLETED SATISFACTORILY IN THE PAST THREE YEARS WOULD BE ELIGIBLE TO APPLY. ALL APPLICATIONS MUST BE SUPPORTED BY CERTIFICATES FROM THE CONCERNED CLIENT ORGANIZATIONS FOR HAVING SATISFACTORILY COMPLETED THE ASSIGNMENTS CITED IN SUPPORT OF ELIGIBILITY. APPLICANTS SHOULD ALSO PROVIDE A COMPLETE PROFILE OF THEMSELVES,

RESOURCES AVAILABLE, FINANCIAL STATEMENTS (PROFIT & LOSS ACCOUNT AND BALANCE SHEET) FOR THE LAST THREE YEARS DULY CERTIFIED BY A CHARTERED ACCOUNTANT AND ANY OTHER INFORMATION FELT RELEVANT BY THE APPLICANT.

THE PROPOSAL SHOULD BE SUBMITTED ON THE ORGANIZATION LETTER HEAD AND INCLUDE A VISUAL PERSPECTIVE OF THE PROPOSED PLAN ON CD, THE TIME FRAME REQUIRED FOR COMPLETING THE JOB, APPROXIMATE ESTIMATED EXPENDITURE, INPUTS THAT MAY BE REQUIRED FROM THE PLANNING COMMISSION AND ANY OTHER POINTS THAT THE TENDERER FEELS IS ESSENTIAL.

THE TENDERERS MAY VISIT THE PLANNING COMMISSION TO INSPECT THE COMMITTEE ROOM ON ANY DAY BETWEEN 26TH SEPTEMBER, 2005 AND 30TH SEPTEMBER, 2005 BETWEEN 0930 HRS. TO 1300 HRS., BY SEEKING PRIOR APPOINTMENT FROM THE PROTOCOL OFFICER, PLANNING COMMISSION ON TELEPHONE NUMBER 23096515.

THE PLANNING COMMISSION WILL REQUIRE EVERY APPLICANT TO PRESENT ITS PROPOSAL BEFORE THE EVALUATION COMMITTEE APPOINTED BY THE COMMISSION. FOR THIS PURPOSE UPON SELECTION OF A PROPOSAL BY SUCH COMMITTEE, THE CHOSEN PROPOSAL MAY BE REQUIRED TO BE MODIFIED AS PER THE REQUIREMENTS OF THE COMMITTEE. THEREUPON, THE SELECTED TENDERER WOULD HAVE TO PREPARE THE DETAILED ESTIMATES, DETAILED DRAWINGS AND SPECIFICATIONS AND DRAFT TENDER DOCUMENTS FOR APPROVAL.

TENDERERS WOULD HAVE TO BEAR ALL COSTS OF PREPARATION OF THEIR BIDS AND NO AMOUNT WOULD BE PAYABLE BY THE PLANNING COMMISSION TO THOSE TENDERERS WHOSE APPLICATIONS ARE NOT SELECTED. FINANCIAL BIDS ARE REQUIRED TO INCLUDE THE TOTAL FEE QUOTED BROKEN DOWN INTO THREE PARTS.

- I) FEE FOR CONCEPT DESIGN AND PREPARATION
- II) FEE FOR PREPARING DETAILED DRAWINGS, DETAILED SPECIFICATIONS AND DRAFT TENDER DOCUMENTS
- III) FEE FOR SUPERVISION OF THE ACTUAL IMPLEMENTATION OF THE WORK.

THE PROPOSAL, COMPLETE IN ALL RESPECTS, SHOULD BE SUBMITTED IN SEALED ENVELOPES, SO AS TO REACH THE UNDERSIGNED LATEST BY 1400 HRS. ON 14TH OCTOBER, 2005. THE TENDERS MAY ALSO BE DROPPED IN THE TENDER BOX, KEPT AT THE RECEPTION AREA OF PLANNING COMMISSION BY THE STIPULATED DATE AND TIME. THE TENDERS WILL BE OPENED ON THE SAME DATE, I.E.14TH OCTOBER, 2005 AT 1500 HRS. IN COMMITTEE ROOM NO. 344, 3RD FLOOR, YOJANA BHAVAN, PARLIAMENT STREET, NEW DELHI – 110 001, IN THE PRESENCE OF SUCH TENDERERS WHO MAY WISH TO BE PRESENT AT THE TIME OF OPENING.

A REFUNDABLE EARNEST MONEY DEPOSIT (EMD) IN THE FORM OF PAY ORDER /BANKER'S CHEQUE/DEMAND DRAFT FOR RS.20, 000/- (Rs. TWENTY THOUSAND ONLY), DRAWN IN FAVOUR OF "PAY AND ACCOUNTS OFFICER, PLANNING COMMISSION, NEW DELHI" SHOULD BE SUBMITTED WITH THE PROPOSAL. THE EMD OF TENDERS WHICH HAVE NOT BEEN SELECTED WILL BE RETURNED BY POST TO THE TENDERERS, AT THE ADDRESS GIVEN IN THEIR TENDERS. NO INTEREST SHALL BE PAID FOR THE PERIOD DURING WHICH THE EMD REMAINS WITH THIS OFFICE.

THIS OFFICE WILL HAVE THE FULL AUTHORITY TO REJECT ANY/ALL OFFERS WITHOUT ASSIGNING ANY REASON THEREFOR OR FOR NOT AWARDING ANY PART OF THE TASKS INCLUDED IN THE SCOPE OF WORK.

THE NOTICE MAY ALSO BE SEEN ON PLANNING COMMISSION'S WEBSITE.

<http://www.planningcommission.nic.in/>

(PAWAN KUMAR)
UNDER SECRETARY TO THE GOVERNMENT OF INDIA