

**MANAGEMENT DEVELOPMENT INSTITUTE MURSHIDABAD**

**Office Copy**

No.: MDIM/Admin/Civil/NIT/2020/26

Date: 01-02-2020

**NOTICE INVITING LIMITED TENDER**

**NAME OF WORK: Appointment of Architectural Firm for providing Consultancy & Project Management Services for the work namely 'Renovation of existing sewerage system by revamping Rain water harvesting pits & construction of new underground sewerage disposal units and other related construction at MDI Murshidabad Campus'.**

1. Sealed bids are invited, upto 3:00 pm on 14-02-2020 by the Management Development Institute Murshidabad from Registered Architectural firm for providing Consultancy & Project Management service for the subjected work.
2. The detail tender document can be viewed at MDI-M official website <http://www.mdim.ac.in>
3. MDI Mursidabad (MDIM) is located at NH-34, besides Jangipur Mega Food Park, Village – Kullori, P.O. Uttar Ramona, PS- Raghunathganj, Dist – Murshidabad, State – West Bengal, Pin - 742235
4. All bids are required to be submitted at "Management Development Institute Murshidabad, Jangipur Mega Food Park, Village – Kullori, P.O. Uttar Ramona, PS- Raghunathganj, Dist – Murshidabad, State – West Bengal, Pin – 742235" by Speed post/ Hand delivery.
3. All Bids, received within the stipulated time, will be opened at Registrar's Office, Management Development Institute Murshidabad on 14-02-2020 at 3:30 pm.

**Important**

- The last date for receipt of offer document is 14-02-2020 (by 3:00 PM)
- The Earnest Money Deposit: Rs.5000/- (Rupees Five thousand) only. The Bid Security (EMD) of Rs. 5000/- in the form of Cheque/DD, drawn in favour of "MDI Murshidabad" and payable at Jangipur / Omarpur/ Raghunathganj.
- Before bidding, Architects may visit the site on prior information on telephone 8436418622/ 8768408450/ email at [registrar@mdim.ac.in](mailto:registrar@mdim.ac.in).
- Received bids will be opened on 14-02-2020 at 3:30 PM at Registrar's Office, MDI Murshidabad.

To,  
M/s Creative Forum PVT. LTD.  
M/s Nexgen Dream Home Concepts  
M/s Fabercon Industries  
M/s Dipicon Consultants Pvt. Ltd  
M/s Right Adress

*Dipin*  
17/2/2020  
Registrar  
Registrar  
MDI Murshidabad

## MANAGEMENT DEVELOPMENT INSTITUTE MURSHIDABAD

### 1. Project details:

Consultancy & Project Management Services for proposed work namely 'Renovation of existing sewerage system by revamping Rain water harvesting pits & construction of new underground sewerage disposal units and other related construction at MDI Murshidabad Campus'. Approximate campus area is 10.02 Acre. The approximate project cost: Rs. 80.00 Lakhs. **The design should match with the existing sewerage system and should provide provision for future extension.**

### 2. Scope of work:

- a) Detailed survey of the total existing sewerage system and submitting obtained data and related drawings to MDI M.
  - b) Designing and preparation of drawings of two nos. septic tanks and obtaining approval of MDIM.
  - c) Designing and preparation of drawings of central sewerage reservoir and obtaining approval of MDIM.
  - d) Method & design for revamping 4 nos. existing Rain water harvesting/ground water recharge pits and clearing existing sewerage transmission lines.
  - e) Designing of degreasing system to separate canteen waste water from gray water.
  - f) Redesigning of total sewerage system of the campus.
  - g) Designing and preparing piping layout drawings along with design of required sewerage pumps, to dispose sewerage water from sub storage to main central sewerage reservoir and ultimately transmitting the total waste to Sewerage Treatment Plant.
  - h) Methodology for cleaning existing septic tanks of the campus.
  - i) Preparation of "Design basis report" for the total sewerage system as well as MEP services in the project and finalizing the designs in consultation with MDIM.
  - j) Preparation of detailed structural & piping layout drawings for approval of MDIM.
  - k) Preparation of detailed design and drawings for all the Internal and External MEP services like electrical distribution, Lifts, Lightning protection System, water supply, sewage disposal, telephone and data cabling, firefighting, etc.
  - l) Preparation of bill of quantities including detailed take off sheets and detailed Estimate adopting CPWD Schedule of rates, wherever applicable. For items of work not available in CPWD, Schedule market rates may be adopted and detailed rate analysis is to be made available for such items with necessary supporting quotations obtained from the market.
  - m) Preparation of Tender documents and analysis of Technical & financial bids received from agencies for work execution and submission of obtained data in tabular form along with original documents to MDIM.
  - n) Issue of clarifications, details etc. on the drawings and bid documents as and when requested by MDIM.
  - o) Site visits / attendance in project review meetings as and when needed. No extra cost shall be paid for the same.
  - p) Regular inspection and evaluation of construction works to ensure compliance with the approved drawings and deployment of one number dedicated Engineer to site during the work execution period.
  - q) Preparation of measurement books, checking of Contractor's Bill, certification of the same by Architect (PMC) and getting it approved by Engineer-in-Charge (MDI M) and finalization of extra items, if any.
  - r) Finalization of extra items of work if necessary as per site & project requirement.
  - s) All drawings shall be prepared in Auto CAD software (Architectural / structural / MEP) & submission of CAD copied along with PDF copies of the same.
  - t) It may be specifically noted that all "Good for construction" drawings and details including MEP, finishes and services connected with the project should be made available at the time of call of tenders for fixing the agency for executing the work.
  - u) No changes shall be made in the various drawings during the course of execution unless specifically desired, in writing, by MDIM.
  - v) Preparation and submission of "as built" drawings for the building and MEP services.
  - w) Issue of Completion Certificate.
  - x) Project Management Services: which include regular supervision, and coordination of work of the contractors engaged for various work, advising the MDIM about the steps to be taken for satisfactory completion of the project within the stipulated time duration.
  - y) Project Bar chart has to be prepared and submitted with supporting calculation.
  - z) DPR of the BOQ has to be submitted along with bar chart.
- aa) Any other details not mentioned above but required for satisfactory completion of the project.**

**3. Deliverables to be submitted in consultation & approval of Engineer-in-Charge (MDI M):**

- a) Conceptual drawings
- b) Preliminary drawings for approval of MDIM.
- c) Design Basis report for Structural design and all MEP services in the building
- d) Detailed drawings for the structure and MEP services.
- e) Detailed estimate along with DPR for the building and MEP services.
- f) Tender documents for the project and MEP services.
- g) The Architectural Consultant has to submit 3 copies each of all finally approved "Good for construction" drawings at the time of call of tenders for fixing the agency for execution of work.
- h) Architectural elements compatible with AutoCAD such as Revit Architecture / Structure / MEP shall be prepared.
- i) Two sets of "As built" drawings for the constructions and all MEP services with soft copy.
- j) Completion certificate.

**Procedure for submission of Bids & other terms and conditions:**

- a) Bids must be submitted in sealed covers and should be addressed to The Registrar, Management Development Institute Murshidabad,. The name of the Architect and the name of the work must be written on all the Covers.
- b) The bids will be received up to 14-02-2020 (by 3:00 PM) and to be submitted at "Management Development Institute Murshidabad, Jangipur Mega Food Park, Village – Kullori, P.O. Uttar Ramona, PS- Raghunathganj, Dist – Murshidabad, State – West Bengal, Pin – 742235" by Speed post/ Hand delivery.
- c) The MDIM shall not be responsible for late receipt of the offers for any reasons whatsoever. The offers received late will not be considered and will be returned un-opened to the Bidder. The MDIM reserves the following rights:
  - Reject any / all offers without assigning any reasons thereof
  - To relax, alter or waive any of the conditions stipulated in this offer document as deemed necessary in the best interest of the MDI Murshidabad and the objective of the assignment without assigning any reasons thereof.

**Price Bid (Professional fee in percentage rate format) has to be submitted in official letter head to the concerned Firm/company.**

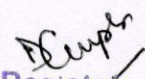
Sl. No. 01	Professional fee in percentage rate format on the total calculated BOQ value satisfying mentioned scope of work.	_____ %
Sl. No. 02	GST (if any)	_____ %

Note:

1. For detailed specification please visit Institute before submitting quotations.
2. Professional fee to be quoted including all related services & incidental charges.
3. Payment would be made on mutual consent basis in case of RA bills & 100% payment would be done after completion of the work.

Name of agency/Firm: \_\_\_\_\_  
Address : \_\_\_\_\_  
Official contact no. : \_\_\_\_\_

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(Authorized Signature with official seal & date)

  
Registrar  
MDI Murshidabad