



नाबार्ड
NABARD

राष्ट्रीय कृषि और ग्रामीण विकास बैंक

National Bank for Agriculture and Rural Development

ओडिशा क्षेत्रीय कार्यालय / Odisha Regional Office

2/1, नयापल्ली सिविक सेंटर / 2/1, Nayapalli Civic Centre

भुवनेश्वर / Bhubaneswar - 751 015

☎ - (0674) 2374301 / 2558120 फैक्स/FAX : 2552019

e-mail : bhubaneswar@nabard.org

Ref. NB.(ODI) / / DPSP (Prem-107) / 2017-18

..... August 2017

M/s

Dear Sir/s,

Notice Inviting Tender - Architectural Consultancy Service for preparation of concept plan for the proposed Redevelopment work of NABARD Officers' quarters at BDA colony, Chandrasekharapur, Bhubaneswar

National Bank for Agriculture and Rural Development (NABARD), Odisha Regional Office, Bhubaneswar invites sealed tender from reputed professional Architects (Empanelled architects with Bhubaneswar Development Authority are desirable) for providing architectural and allied services to NABARD for the work of '**Preparation of concept plan for redevelopment of NABARD Officers' quarters at BDA colony, Chandrasekharapur, Bhubaneswar – 751016 and getting it approved from BDA**'. For further details such as, the scope of work, terms and conditions of tender, Earnest Money Deposit, terms of payment and Schedule of Quantities etc., the interested bidders may visit NABARD's website www.nabard.org and refer to the detailed tender document on this subject under the tender page and download the same. The interested bidders may also collect the hard copy of the tender document (free of cost) on any working day from 10.00 hrs to 16.00 hrs up to August 2017 from the Department of Premises, Security & Procurement (DPSP), 3rd floor of our office at "ANKUR", 2/1 Nayapalli Civic Centre, Bhubaneswar – 751 015.

2. Before submitting the tender, the interested bidders are requested to study the entire tender document thoroughly and also pay a visit to the site to know the site conditions. The tenderers are also expected to be conversant with Bhubaneswar Development Authority's functions & role in realisation of this project.
3. A pre-bid meeting will be convened at 11.00 A.M. on 28th August 2017 in our office at Nayapalli, Bhubaneswar in presence of Bank's Officials to clarify / guide the perspective bidders about the scope of work and clarify their doubts / questions related to this work. The bidders are requested to inspect the site prior to participating in the scheduled pre-bid meeting.

4. Properly filled tenders as Technical Bid (Part-I) and Price Bid (Part-II) shall be submitted separately in two sealed envelopes, duly furnishing all the required information. These two separate sealed envelopes should be superscribed as **“Technical Bid (Part-1) for Preparation of concept plan for Redevelopment of NABARD Officers’ quarters at BDA colony, Chandrasekharpur, Bhubaneswar – 751016”** and **“Price Bid (Part-2) for Preparation of concept plan for Redevelopment of NABARD Officers’ quarters at BDA colony, Chandrasekharpur, Bhubaneswar – 751016”** respectively. The two envelopes (Part-1 & Part-2) should be inserted in another sealed envelope which should be superscribed as **“Tender for Preparation of concept plan for Redevelopment of NABARD Officers’ quarters at BDA colony, Chandrasekharpur, Bhubaneswar – 751016”** and should be addressed to **“Dr. K.C.Panigrahi, Chief General Manager, National Bank for Agriculture and Rural Development, Odisha Regional Office, “ANKUR”, 2/1 Nayapalli Civic Centre, Bhubaneswar – 751 015.** The Sealed envelope containing tender documents should be dropped in the tender box placed in the Premises Section, DPSP at 3rd floor of the Office building in the below mentioned address latest by **16.00 Hrs. on 7th September 2017.** The tenders should be submitted in 'Original' to NABARD. Photocopy of the tender / soft copy of tender / tenders sent by post or courier will not be entertained and shall be summarily rejected.

i. Technical Bid (Part-1) i.e. Envelope No -1 shall contain the following :-

- a. Earnest Money Deposit (EMD) in the form of Demand Draft/ Pay Order from a Scheduled Bank drawn in favour of NABARD and payable at Bhubaneswar.
- b. Notice Inviting Tender
- c. Background
- d. Form of Tender
- e. Instructions to the tenderers and general terms and conditions
- f. Special Terms and Conditions & Scope of work
- g. Information about NABARD’s leasehold property at BDA, Chandrasekharpur, Bhubaneswar.
- h. Eligibility criteria / credentials of the bidders (i.e. Details about the number of works of similar nature completed satisfactorily earlier, Details of Satisfactory Work Completion Certificate from the Clients for the works of similar nature completed, Details of Clients with the names of work, year of execution, cost and the authority under whom the work was executed with their postal address, Bank account details for future transactions if any, Telephone/Mobile number and also documentary evidence of their experience).
- i. Conditions / clarifications needed by bidders (if any) in a separate sheet.
- j. Power of attorney authorizing the person to sign the tender.

ii. **Price Bid (Part-2) i.e. Envelope No.-2** shall contain the following :-

- a. Duly filled in Schedule of Quantities.
- b. Any other document / letter / conditional letter found inside the envelope No. 2 shall not be considered at all under any circumstances and shall be summarily rejected.

iii. **Envelope No.1** will be **opened** on the **same day** (i.e. last day of receipt of tender) at **16.30 hrs.** or at a later date & time (as per the administrative convenience of NABARD) in the presence of bidders' representatives, should they choose to be present.

iv. **Envelope No.2** will be opened on a suitable date in respect of bidders meeting all eligibility criteria as indicated in para 1 on pre-page and shall be communicated to the bidders in due course.

v. The bids shall remain valid and open for acceptance for 4 months from the date of opening of Envelope No. 1.

vi. Time of Completion: The work is expected to be completed within 4 months and Time shall be considered as the essence of this contract. The successful bidder is expected to complete the entire work within this time, subject nevertheless to the provision for extension of time as permissible by the Employer. For any unreasonable delay in completing the work without sufficient reason, Bank may consider to levy Liquidated Damages (LD) at 0.25% of the value of the accepted tender for every week of delay or part thereof, subject to maximum of 5% of the value of the accepted tender.

vii. The EMD of ineligible bidders will be refunded directly in their bank account through NEFT after bidding process is completed.

viii. NABARD will not pay any interest on the EMD amount deposited by the bidders.

ix. The successful bidder shall execute an agreement with NABARD as per the draft agreement standard format (articles of agreement) attached to this tender in a non-judicial stamp paper within 14 days from the date of issue of formal order failing which the bidder's EMD may stand forfeited.

x. For other desired information, kindly refer to the relevant pages of the detailed tender.

Yours faithfully

Sd/-

(Dr K.C. Panigrahi)
Chief General Manager
Odisha Regional Office
"ANKUR",
2/1, Nayapalli, Civic Centre
Bhubaneswar - 751015

Encl. - Tender Document