

**TENDER FOR SELECTION OF CONSULTANT FOR RENOVATION OF
OFFICERS' LOUNGE, STAFF CANTEEN AND KITCHEN AT NABARD
HEAD OFFICE, BANDRA KURLA COMPLEX (BKC), MUMBAI**

| TENDER SCHEDULE | |
|-----------------------------------|-----------------------------|
| Date of Issue of Tender | 26 March 2025 |
| Date of Pre-Bid Meeting | 2 April 2025 at 02:30 PM |
| Bid-Submission Start Date | 04 April 2025 |
| Bid-Submission End Date | 16 April 2025 till 03:00 PM |
| Date of Opening of Technical Bids | 17 April 2025 at 03:00 PM |
| Date of Opening of Financial Bid | Will be communicated later |



**DEPARTMENT OF PREMISES, SECURITY AND PROCUREMENT,
NATIONAL BANK FOR AGRICULTURE AND RURAL DEVELOPMENT
HEAD OFFICE,
BANDRA KURLA COMPLEX, BANDRA (E),
MUMBAI- 400051**

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PART-I

REF.NO.NB.DPSP/ 170983/Consultant Appointment/2024-25 Date :25 March 2025

NOTICE INVITING TENDER

Tender for Selection of Consultant for Renovation of Officers' Lounge, Staff Canteen and Kitchen at NABARD Head Office, Bandra Kurla Complex (BKC), Mumbai

1. National Bank for Agriculture and Rural Development (NABARD) is India's apex development bank, established in 1982 under an Act of Parliament to promote sustainable and equitable agriculture and rural development. It has its Head Office in Mumbai at Plot C-24, G Block, Bandra Kurla Complex, BKC Road, Bandra East, Mumbai, Maharashtra 400051.
2. NABARD intends to select an experienced Architect (Consultant) in the relevant field for renovation of the officers' lounge, staff canteen and kitchen at its Head office, Mumbai through e-tendering process.
3. The tender document is available on NABARD's website www.nabard.org OR Central Public Procurement Portal (CPPP) i.e. <https://eprocure.gov.in> for download. No physical copy shall be provided by NABARD and submitted to NABARD.
4. The interested Architects who are eligible as per the pre-qualification criteria in the tender document are requested to upload their bids along with duly signed scanned copies of all relevant documents etc., in support of their technical & financial bids on the website of CPPP only within the prescribed time limit. The tenders submitted through online mode on CPP Portal only shall be evaluated.
5. The bidders are advised to submit e-tender (e-bids) after carefully following the instructions related to systems and procedures as indicated in CPPP. In case of any further guidance, help and support while submission of e-bids, contact CPPP support as per the directions on its website.
6. Please note that to submit e-tender, interested bidders should have Digital Signature Certificates (DSC) to login to CPPP.
7. The tendering process is a two-bid process i.e. Technical Bid (Part-1) and Financial Bid (Part-2). Instructions regarding Technical Bid, Financial Bid, submission process and description & scope of works and the services required have been elaborated in the Tender Document.
8. An Earnest Money Deposit (EMD) of ₹24,000/- amount should be remitted to NABARD through RTGS/NEFT as per details given in this tender on or before bid submission end date. Counterfoil/ receipt/ transaction detail for the same must be enclosed with the technical bid of the document. The bid without EMD shall be rejected outrightly. No interest is payable on EMD.
9. The bidders are advised to submit the bid at least two days before the last date of submission to avoid any technical glitches during the last days of submission of

tender. The request of bidders to extend the time of submission on this aspect will not be entertained.

10. The Bid should not contain any conditions whatsoever and any such conditional bids received shall be rejected.
11. NABARD reserves the right to accept or reject any /all tender/s in part or whole of any firm / firms without assigning any reasons whatsoever.
12. All documents that comprise the offer should be signed and sealed by the firm before uploading, as a token of acceptance of the terms and conditions specified in the tender.
13. Applications containing false and/or incomplete information are liable for rejection.
14. The selection of the consultant will be based on Quality cum Cost Based Selection (QCBS) process with 70% weightage on technical parameters and 30% weightage on financial bid as mentioned in the evaluation criteria in the tender document.
15. The selected Consultant will have to enter into an Agreement on non-judicial stamp paper as per Bank's standard format [Article of Agreement (Annexure-III)] which inter-alia also give the details of services to be rendered by the Consultants, stages for disbursement of fees etc.
16. Integrity pact – The bidders have to submit the Integrity pact at his own cost on Rs. 200/- non judicial stamp paper as per the format given elsewhere in the tender document to become eligible to participate in the tender. It would be a preliminary qualification for accepting the bid. The bank has appointed Independent Monitor Shri Jagdeep Kumar Ghai, P&TA, FS (Retd) (Hereinafter referred to as Monitor) for this, in consultation with the Central Vigilance Commission.
17. A Pre-Bid meeting is scheduled to be held on 02 April 2025 at 2:30 PM at NABARD Head Office, Plot C-24, G Block, Bandra Kurla complex, BKC Road, Bandra East, Mumbai, Maharashtra 400051, in the presence of Bank's concerned officers. The clarifications being sought in the pre-bid meeting may be submitted in writing at our Office through e-mail to dpsp@nabard.org at least two working days prior to the date of pre bid meeting. The clarifications given by NABARD on pre bid queries will also form part of tender document. NABARD reserves the right to revise the Financial Bid and terms & conditions in the technical bid after pre-bid meeting, if required.

Yours faithfully,

Sd/-

(A K Pittan)

Deputy General Manager

I. FORM OF TENDER

To
The Chief General Manager,
Department of Premises, Security and Procurement
National Bank for Agriculture and Rural Development
Head Office, Mumbai – 400051

Dear Sir,

Tender for Selection of Consultant for Renovation of Officers' Lounge, Staff Canteen and Kitchen at NABARD Head Office, Bandra Kurla Complex (BKC), Mumbai

1. Having examined the bid document relating to the works specified in the Memorandum hereinafter set out, having visited and examined the site of the works specified in the said memorandum and having acquired the requisite information relating thereto as affecting the bid, I/We hereby offer to extend the consultancy services specified in the said memorandum within the time specified, at the rates mentioned in the Financial bid in all respects of the bid, in accordance with such conditions in so far as they may be applicable.

2. Memorandum

| S. No. | Key Components | Details |
|--------|-----------------------------|---|
| 1 | Name of the Project | Consultancy service for Renovation of Officers' Lounge, Staff Canteen and Kitchen at NABARD Head Office, Bandra Kurla Complex (BKC), Mumbai |
| 2 | Location | Officers' Lounge, Staff Canteen and Kitchen, 1 st floor, NABARD Head Office, Bandra Kurla Complex (BKC), Mumbai |
| 3 | Bid issued by | DPSP, NABARD |
| 4 | Procurement stage | Two stage (i) Technical Bid (Part I) (ii) Financial Bid (Part II) |
| 5 | Earnest Money Deposit (EMD) | ₹24,000/- |

3. I/We do hereby declare that the information furnished by me/us in the in the tender documents are correct to the best of my/our knowledge and belief.

4. Should this bid be accepted, I/we hereby agree to abide by and fulfill the terms and conditions of the bid annexed hereto.

Details of firm/company/individual:

- i. Name of Firm / Company / Individual:
- ii. Address of Firm / Company/ Individual:
- iii. Telephone No.: Mobile No.:
- iv. E-mail address:
- v. Our Bankers are:
 1. Bank, Branch,, Mumbai
 2. Bank, Branch,, Mumbai
- vi. Type of account: Savings / Current account
Bank Account No. :
IFS code of Bank and branch :
- vii. The names of partners of firm are:
 - a.
 - b.
- viii. Name of the partner of the firm Authorized to sign:
OR
Name or person having Power of Attorney to sign the contract (certified copy of the Power of Attorney should be attached):

Yours faithfully,

Signature of Bidder with stamp

II. PRE-QUALIFICATION CRITERIA

The bidder shall fulfil the following eligibility criteria for participating in the tender. Non-production of the documents for the proof of eligibility will make the bid liable for rejection.

| S.No. | Description |
|-------|--|
| 1. | <p>The bidder (Director/owner of the firm/agency who is bidding) should have minimum educational qualification of B. Arch. degree and registration of Council of Architecture and should be registered as a fellow or a member of the Indian Institute of Architects. The registration with the above professional bodies should be active during the currency of the tendered work.</p> <p>Document to be submitted: 1. Copy of B. Arch. degree Certificate and registration certificates with the Council of Architecture / Indian Institute of Architects of the bidder. 2. The profile of the bidder may be submitted as per proforma attached in this tender.</p> |
| 2. | <p>The bidder should have a minimum of <u>7 years' experience</u> as on Financial Year ending on <u>31st March 2024</u>, in the field of Architectural Project Consultancy in Interior Design.</p> <p>Following documents should be submitted : 1. Copy of work order (s) /Contract document (s). and 2. Completion Certificate (s) issued by the clients against the above Work Orders.</p> |
| 3. | <p>The bidder should have successfully rendered architectural consultancy services for interior renovation works for corporates/ PSUs/Govt. organisations/Autonomous bodies/Educational Institutions/Hospitality Industries with minimum completed cost of the project as below :</p> <p style="padding-left: 40px;">i. One similar work of value not less than ₹320 lakh.</p> <p>OR</p> <p style="padding-left: 40px;">ii. Two similar works of individual value not less than ₹200 lakh.</p> <p>OR</p> <p style="padding-left: 40px;">iii. Three similar works of individual value not less than ₹160 lakh.</p> <p><i>The applicant should furnish the project completion certificates issued by the clients among the any of the above categories of projects executed within the last 10 years as on 31.12.2024</i></p> |

| | |
|----|---|
| 4. | <p>The bidders should have inhouse experienced Kitchen Designer or association with Kitchen Consultant to work in the proposed project starting from planning, execution and till completion of the project.</p> <p>Documents to be furnished: Qualification & Experience certificates issued by the clients and Bio-Data of Kitchen designers. If the Architect is associated with a Kitchen Consultant, besides the above documents, an agreement between the two parties indicating that the “Kitchen Consultant will work for the project at various stages with the Architect specifically in planning, designing, monitoring the execution, Testing and Commissioning of the project.”</p> |
| 5. | <p>The bidder (Architect) or Kitchen consultant of the bidder should have successfully rendered consultancy services for any one of the following completed interior projects during the last 10 years as on 31.12.2024 :</p> <ul style="list-style-type: none"> i. Corporate Kitchen with dining space/without dining space for serving minimum of 150 persons during a meal time. ii. School/College/Hostel Kitchen with dining space/without dining space for serving minimum of 150 persons during a meal time. iii. Kitchen with dining space/without dining space in Financial Institution/Public Sector Undertaking for serving minimum 150 persons during a meal time. iv. Kitchen design for bulk cooking for NGOs/Social or Charity Organisations for community serving. v. Kitchen design for three star and above category hotels or Banquet Hall or Marriage Hall. <p><i>The applicant should furnish the project completion certificates issued by the clients among the any of the above categories of projects .</i></p> |
| 6. | <p>The bidder should have have technical/ resource personnel (at least 01 Qualified Architect having minimum 10 years’ experience in planning, designing & execution of renovation works) in their establishment on regular basis.</p> <p>Organizational set up of the firm including names, qualifications and experience of partners/ Associates and staff to be enclosed as per the enclosed format (Statement 1 of Annexure IV) along with Qualification & experience certificates and bio-data of the technical staff employed by the bidder.</p> |

| | |
|-----|---|
| 7. | Minimum Average Annual Turnover of the bidder (For the last 3 years ending 31.03.2024) - ₹20 lakh |
| 8. | <p>The bidder should be profitable during the last three years ending on 31.03.2024.</p> <p>Document for Sr. No. 7 & 8 : The bidder should submit copies of Balance Sheet and Profit & Loss a/c of the firm for the last three years (ending 31.03.2024) duly certified by a Chartered Accountant.</p> |
| 9. | The bidders should submit Signed and stamped Integrity Pact on Rs. 200 non-judicial stamp paper. Integrity pact – The bidder has to enter into the Integrity pact at his own cost on Rs. 200/- non judicial stamp paper with Bank as per the format given to become eligible to participate in the tender. |
| 11. | The bidders should submit Registration Certificate as per existing norms (indicating the legal status – Company / Partnership firm/ Proprietorship Concern, etc.) |
| 12. | The bidders should submit Copy of GST Registration Certificates and Copy of PAN Card |
| 13. | The bidders should submit Copies of Income Tax Return filed for last three financial years ending 31.03.2024 |
| 14. | The bidders should submit undertaking stating that his / their/her firm is not blacklisted in NABARD/ Govt. / Semi Govt. institutions on their letterheads. The undertaking/affidavit should be of latest date and in original as per format given in Annexure II. |

[Bidders may ensure to provide details of works fulfilling the eligibility criteria in statements I, II & III]

III. SCOPE OF WORK

The Consultant shall render the following services in connection with Bank's proposed Renovation of Officers' Lounge, Staff Canteen and Kitchen at NABARD Head Office, Mumbai:

1. Providing comprehensive Architectural Consultancy Services for design and implementation of proposed Renovation of Officers' Lounge, Staff Canteen and Common Kitchen at NABARD Head Office building, BKC, Mumbai.
2. Carrying out detailed site investigation and surveying after obtaining necessary permission from NABARD.
3. Based on the site survey and investigation, preparing 2-D concept design and drawings with alternative schemes (minimum two alternatives) of interiors of Officers Lounge, Staff Canteen, Kitchen area with equipment layout in consultation with officers in charge of maintenance of NABARD, Head Office. Preparing 3-D walk through of the concept designs and making presentations wherein the details of the scheme shall be explained in detail before officials and/ or senior management of NABARD. Any doubt that may arise thereof shall be clarified and changes, if any, suggested in the proposed design may be incorporated or deleted as found suitable, to meet the needs of NABARD and to enable NABARD to select the design and the scheme.
4. Concept design and drawings of Dining area (Lounge & Canteen) and Kitchen shall also include lay out of drainage, water line, fire safety measures and exhaust in consultation with officers in charge of Lounge/canteen of NABARD, Head Office. The designs and drawings so proposed should conform to the requirements for issue/ renewal of lounge licence/ health licence/ fire compliance licence
5. As regards the functional design of kitchen equipment's, kitchen storage and related kitchen items, the Architect and Kitchen Consultant of the Architect should discuss with lounge / canteen in-charge of NABARD Head office and get all relevant information such as requirement of kitchen equipment's, kitchen storage, kitchen fixtures, probable items to be prepared & served in detail before making the design.
6. On approval of concept design by NABARD, submitting required drawings to the Municipality and other local authorities and obtaining their approval wherever required.
7. Preparing preliminary project cost estimate with detailed specifications on the approved concept design for financial sanction of the project.
8. Preparing final project cost estimate with detailed specifications and rate analysis after incorporating necessary corrections, if any, as suggested by NABARD.
9. Preparing comprehensive design and drawings of the interior area and functional arrangements of the kitchen, dining area, serving area etc.
10. Conducting visits to other setups of similar nature, as and when needed and carrying out necessary liaison with their officials as per the requirement during design and implementation stage.

11. Conducting discussions/ deliberations/ presentations, etc. with officials/ top management/ representatives of NABARD with respect to the project.
12. After approval of project cost estimate by NABARD, prepare the draft tender document for interior work and Supply, Installation, Testing and Commissioning of Kitchen Equipment.
13. After approval of draft tender documents by NABARD, prepare the tender documents for renovation of Officers' Lounge, Staff Canteen and Supply, Installation, Testing & Commissioning of Kitchen Equipment.
14. Assist NABARD during tendering process and for selection of contractors/ vendors.
15. Issue three sets of detailed layout, plan, elevation and section of Interior work and Kitchen equipment arrangements to NABARD immediately after award of work to the contractor.
16. Issue two sets of Working Drawings (Good for Construction Drawings) as per the requirement during the progress of the work. Out of these, one set to be issued to the Contractor after approval of NABARD.
17. Day to day monitoring of works to ensure the quality and workmanship of all parts of the project during implementation and report to NABARD.
18. Arrange progress review meetings at monthly interval with the contractors/ vendors with NABARD officials, preparation of the minutes of the meeting and circulate the minutes to all the concerned parties.
19. Appoint qualified and experienced technical personnel(s) preferably Diploma/BTech/B-Arch in Civil/Architecture at site as Site Engineer/Site Supervisor at Architect's own cost and risk, for day-to-day project management, supervision, taking and recording measurements in Measurement sheet and verifying the bills submitted by the contractor at site.
20. Certifying the bills submitted by the contractors/ vendors and recommending NABARD for eligible payment to them.
21. Issuing virtual completion certificate after completion of project and submitting the final sets of 2D drawing of the completed work (as built drawings) with soft copies.
22. Engaging the services of well-qualified Kitchen Specialists or consultants pertaining to the services relevant to the kitchen equipment design & allied items at Architect's own risk and cost. *No extra payment shall be made by NABARD in this regard.*
23. Assisting NABARD in maintaining milestones of execution and quality control.
24. Any other services incidental to or connected with the said works usually and normally rendered by architect and not referred to in any of the items referred to above.
25. Consultant's association will continue from the beginning of the project work until its completion, settlement of the bills and till the end of defect liability period. The Consultant will plan the works in such a way that the project could be completed within the scheduled time and will submit a proper program chart incorporating all the activities required for the completion of the proposed work well in time. The

program should also include various stages of services to be done by the Consultants in co-ordination with the Bank.

26. The duties and functions of the Architect mentioned above are only indicative and not exhaustive.

IV. EVALUATION CRITERIA

The bidders who are preliminary qualified as per the pre-qualification criteria, shall be evaluated based on Quality cum Cost Based Selection (QCBS) method wherein, 70% weightage is for Quality (Technical parameters) and 30% weightage is for quoted Price as detailed below:

‘Technical Score’

| Description | Criteria | | Marks |
|--|---|---|-------|
| Experience of the Consultant/agency in architectural and interior design as on 31.12.2024 | More than 15 years | | 15 |
| | 10-15 Years | | 10 |
| | 7-10 Years | | 5 |
| Experience in architectural / interior consultancy services rendered to Government Organizations/ Banks/All India Financial Institutions/ PSUs for the projects having individual cost of minimum ₹160 lakhs, during last 7 years as on 31.12.2024 | More than 3 projects | | 10 |
| | Minimum 3 projects | | 5 |
| Overall financial strength of the Consultant in terms of turnover (Turnover figure for last three years as on 31.03.2024) | More than 100 lakh | | 15 |
| | 50 lakh – 100 lakh | | 10 |
| | 20-50 lakh | | 5 |
| Presentation by the bidder in front of NABARD officials as regards their firm, technical resource personnel, projects executed and strategy to implement the proposed project | A total of 30 marks in presentation. The bidder has to score a minimum of 60% of maximum marks earmarked (i.e. 18) for presentation for qualifying in Financial Bid. The criteria for | Introduction of the firm, Human resources and Experience | 5 |
| | | Details of the Projects executed with special emphasis on Kitchen projects | 15 |
| | | Understanding about the proposed project and strategy/ approach for execution | 10 |

| | | | |
|--|---|--|-----|
| | marking in presentation and maximum marks for each criteria are mentioned in next column. | | |
| Architectural consultancy rendered by the bidder (Architect) or Kitchen consultant of the bidder for successful execution of Kitchen projects during the last 10 years as on 31.12.2024 : | | | 20 |
| i. Corporate Kitchen with dining space/without dining space for serving minimum 150 persons = 20 ii. School/College/Hostel Kitchen with dining space/without dining space for serving minimum 150 persons = 15 iii. Kitchen with dining space/without dining space in Financial Institution/Public Sector Undertaking for serving minimum 150 persons = 20 iv. Kitchen design for bulk cooking for NGOs/Social or Charity Organizations for community serving =5 v. Kitchen design for three star and above category hotels or Banquet Hall or Marriage Hall = 10 <i>The applicant should furnish the project completion certificates issued by the clients among the any of the above categories of projects .</i> | | | |
| Whether the Architect has registered office in Mumbai Metropolitan Region , if yes =10 | | | 10 |
| Total maximum marks | | | 100 |

- i. Technical Score of the bidders will be evaluated using the following formula.

$$\text{Technical Score} = (T \times 70) / T (\text{high})$$

T stands for actual marks secured by the bidder

T (high) stands for highest marks secured by any bidder in technical score

Technical score shall be calculated up to two decimal places.

- ii. Evaluation of Financial Bid: Financial score of the bidders will be evaluated using the following formula.

$$\text{Financial Score} = [(L1 \times 30) / (L)].$$

L1 stands for lowest rate quoted by any bidder

L stands for rate quoted by the bidder

Financial Score shall be calculated up to two decimal places.

- iii. Combined Evaluation of Technical & Financial Bids: The technical and financial scores of each bidder will be added to compute a composite bid score.

$$\text{Composite bid score} = \text{Technical Score} + \text{Financial Score}$$

The bidder securing the highest composite bid score will be selected for awarding the consultancy work. In the event of two or more bids having the same highest composite bid score, the bid scoring the highest marks against 'Technical' criteria will be recommended for awarding the consultancy services. In the event of two or more bids having the same highest marks against 'Technical' criteria, then the bidder having higher score in the presentation will be recommended for awarding the consultancy services.

V. GENERAL TERMS AND CONDITIONS

1. Bids containing false and/or incomplete information are liable for rejection.
2. The decision of the Bank in regard to determining the selection of the applicant/Consultants shall be final. The Bank is not bound to assign any reasons therefor and reserve the right to reject any or all the offers.
3. Before submitting their bid, the Consultant shall visit and inspect the site and shall make his/her own assessment about the proposed project.

4. Scale of charges:

The Consultant shall quote his/her remuneration in the Price Bid (Part-II) for the services to be rendered by him/her in relation to the said works and in particular for the services herein mentioned under scope of work as the percentage of actual cost of the project plus GST applicable.

5. Method / Mode of payment:

(a) The fees set out in Price-Bid (Part-II) herein shall be initially calculated and paid on the basis of the estimated value of the entire works as approved by the Employer (NABARD) till the work as per this consultancy is awarded and thereafter as per accepted tendered cost (s) and the same shall be paid proportionately upon completion of each stage of work as indicated below (The total fee, however, will be calculated and finally settled on actual cost of works including extra/substitute items) :

- i) 20% of the total fees after approval and finalisation of the scheme including submission and approval of the estimate and tender documents along with all drawings for the project.
- ii) 60% of the total fees during different stages of execution of the work and proportionate with the physical/financial progress of the work.
- iii) 15% of the total fees after certification of virtual completion of the work and on certification of final bill of the contractor
- iv) 5% after the expiry of the defect liability period of the contractors' work.

(b). The fees shall be calculated as the percentage quoted on the actual cost of works as executed & supervised by the Consultant and paid to the contractors. The items of works, which are carried out by the Bank directly, shall be excluded from the aforesaid actual cost to be taken into account for calculation of fee. The Consultant's fee includes all the expenses related with salaries of site Engineer, other officers/staff, Consultant fee and profits, local conveyance, TA, DA etc. for visiting to our office and site for review meetings/inspection of works.

6. Time Schedule for assignment:

The following time schedule shall be followed by the Consultant for the important stages of consultancy assignment:

| Stages of Assignment | Time Schedule |
|--|---|
| Submission of Initial Scheme after the date of Work Order | Within 21 days |
| Submission of Final scheme | Within 7 days of approval on Initial scheme |
| Submission of draft detailed estimation with quantity and rate analysis. | Within 14 days of approval on Final scheme |
| Submission of fair detailed estimation with quantity rate analysis. | Within 7 days of approval on draft detailed estimation |
| Submission of draft tender document with BOQ and drawings | Within 7 days of approval on detailed estimation. |
| Submission of fair tender document with BOQ and drawings | Within 7 days of approval on draft tender document |
| Scrutiny of Technical Bid, submission of scrutiny report with recommendations | Within 14 days of opening of Technical Bids. |
| Scrutiny of Price Bids, submission of Comparative statement with recommendations | Within 7 days of opening of Price Bids |
| Certification of RA Bill of the contractor and submission | Within 7 days of submission of RA Bill by the contractor. |
| Certification of Final Bill of the contractor and submission | Within 15 days of submission of Final Bill by the contractor. |

7. Retention Money Deposit (RMD): The EMD of the selected bidder (Architect) will be converted as RMD which will be a Security Deposit (SD) for the assignment. SD will be refunded after issue of virtual completion certificate and after certification of Final Bill of the contractor.

8. Defect Liability Period (DLP) is one year after issue of virtual completion certificate by the consultant.

9. The Consultant shall depute sufficient number of qualified and experienced technical personnel in the project for daily supervision, monitoring, quality control and measurements to ensure smooth progress of the project as scheduled.

10. Termination of Agreement:

- i. The agreement herein may be terminated at any time by either party by giving a written notice of two months to the other party. Even after the termination of their employment, the Consultants shall remain liable and be responsible for due certification of the works done hitherto and acts performed till termination and approval of any bills submitted by the contractors at any time in respect of the works executed till such termination. If any winding up proceedings are contemplated or initiated against the Consultants, the Employer shall be entitled to terminate the agreement and entrust the work to any other Consultant.
- ii. If the Consultants shall close their business or die or become incapacitated from acting as such Consultants, then the Agreement shall stand terminated.
- iii. If the Consultants fail to adhere to the time schedule stipulated in the tender or the extended time which may be granted by the Employer in his sole discretion, or there is any change in the constitution of the Consultants' company or firm for any reason whatsoever, the Employer shall be entitled to terminate this Agreement, after due notice, and entrust the work to some other Consultants.
- iv. In case of termination under sub-clauses (i) or (ii) or (iii), the Consultants shall not be entitled to fees, or compensation, except the fees payable to them up to the stage of work actually done, which shall be decided and determined by the Employer.
- v. In case of termination under sub-clause (i) or (ii) or (iii), the Employer may make use of all or any drawings, estimates, measurements or other documents prepared by the Consultants, after a reasonable payment up to the stage of work done for the services of the Consultants for preparation of the same in full as provided herein, provided always that all the sanctions and approved plans/ designs and other drawings shall remain the property of the Employer and the same shall be surrendered by the Consultants to the Employer within ten days from the date of such termination, without demur.

11. Article of Agreement: The Consultant has to sign the agreement as per attached "Article of Agreement". This agreement shall be executed in duplicate, and the Employer shall retain the original and the Consultants shall retain the duplicate. The Consultant shall bear the Stamp Duty on the original as well as the duplicate of this Agreement.

12. Arbitration

- i. If any dispute, differences or question shall at any times arise between the parties as to the construction of this Agreement or concerning anything herein contained or arising out of the Agreement or as to the rights, liabilities and duties of the parties hereunder except in respect of matters for which it is provided hereunder that the decision of the Bank is final and binding, the same shall be referred to arbitration and final decision after giving at least 30 days' notice in writing to the other (hereinafter referred to as the "Notice for Arbitration" clearly setting out the items of dispute) to a sole arbitrator who shall be appointed as hereinafter provided. For this purpose of appointing the sole arbitrator referred to above, the Bank shall send to the Consultants within thirty days of the "Notice of Arbitration" a panel of three names of persons who shall be presently unconnected with the organization of the Bank or the Consultants.
- ii. The Consultants shall, on receipt of the names as aforesaid, select any one of the persons so named to be appointed as the Sole Arbitrator and communicate his name to the Bank within 15 days of receipt of the names. The Bank shall thereupon without any delay appoint the said person as the Sole Arbitrator. If the Consultants fail to communicate such selection as provided above within the period specified, the Bank shall make the selection and appoint the sole arbitrator from the panel notified to the Consultants.
- iii. If the Bank fails to send to the Consultant the panel of three names as aforesaid within the period specified, the Consultants shall send to the Bank a panel of three names of persons who shall be unconnected with either party. The Banks shall on receipt of the names as aforesaid, select any of the persons and appoint him as the Sole Arbitrator. If the Bank fails to select the person and appoint him as the Arbitrator within 30 days of the receipt of the panel and inform the Consultant accordingly, the Consultants shall be entitled to appoint one of the persons from the panel as Sole Arbitrator and communicate his name to the Bank.
- iv. If the Arbitrator so appointed is unable or unwilling to act or refuses his appointment or vacates his office due to any reason whatsoever another Sole Arbitrator shall be appointed. The arbitration shall be governed by the Arbitration & Conciliation Ordinance 1996 as in force from time to time. The award of the Arbitrator shall be binding and final on the parties. It is hereby agreed that in all disputes referred to the Arbitration, the Arbitrators shall give a separate award in respect of each dispute or difference in accordance with the terms of reference and the award shall be reasoned award. The fees, if any of the Arbitrator shall, if required to be paid before the award is made and published, be paid in equal proportion by each of the parties. The cost of the arbitration including the fees if any, of the Arbitrator shall be borne and paid by such party or parties to the dispute in such manner or proportion as may be directed by the Arbitrator in the award. The Bank and the Architect/ Consultants also hereby agree that the arbitration under this clause shall be a condition precedent to any right of action under the contract with regard to the matters hereby expressly agreed to be so referred to arbitration.

- v. The Arbitrator or Arbitrators or Umpire, as the case may be, will be Fellows of the Indian Institute of Consultants or Fellow of Institute of Engineers (India). The award of the Arbitrator(s) or Umpires, as the case may be, shall be final and binding upon the parties to the Arbitration.
- vi. Services continued to be rendered notwithstanding any reference or dispute to the arbitration - It is specifically agreed that the Consultant shall continue to render its services provided herein with all due diligence, professional skill and tact notwithstanding that any matter, question or dispute has been referred to arbitration.

13. Professional Liability Insurance Clause: The Consultant shall obtain an insurance policy covering Professional Liability Risk to the extent of the amount of estimated professional fees payable to the Consultant and endorse such policy in Bank's favour and / or otherwise make the claim of any under the policy payable directly to the Bank by the Insurance Company till the completion of the project.

14. All disputes arising out of the or in connection with the agreement shall deemed to have arisen in Mumbai & only the said courts in Mumbai shall have the jurisdiction to determine the same.

Annexure I

General Information of the Bidder

| S. No | Particulars | Details | |
|-------|--|---------------|-----------------------|
| 1 | Name of the Firm | | |
| 2 | Registered Address | | |
| 3 | Telephone | | |
| 4 | E-mail id | | |
| 5 | Legal Status of the Applicant / Type of the organization: (Whether Partnership Firm / Private Limited company/ Public Limited Company / Co-operative Body) | | |
| 6 | Date of Establishment of the firm | | |
| 7 | GST Registration Number | | |
| 8 | Turnover of the firm during the last 3 years | Year Ended on | Turnover in Lakhs (₹) |
| | | 31.03.2022 | |
| | | 31.03.2023 | |
| | | 31.03.2024 | |
| 9 | Number of Architects/Consultants with discipline on regular employment of the firm | Architects | Consultants |
| | | | |
| 10 | Name of Proprietor/ Partners/ Directors | | |
| 11 | Number of years of Experience in execution of Similar Projects | | |
| 12 | Number of Experience Center/ customer experience zones carried out and successfully completed during the last 10 years | | |
| 13 | Names of Bankers and their full address (solvency certificate from the Bank shall be submitted separately by the Banker/s) | | |

| S. No | Particulars | Details | |
|-------|--|---------|--|
| 14 | 1. State whether in-house expertise is available for all the works B) If not, details of sub-contractors to be involved in the project. | | |
| 15 | Has the applicant or any constituent partner in case of partnership firm, ever been debarred / black-listed for competing in the tender by any organization at any time? If so, give details | | |
| 16 | Whether any Civil Suit/ Litigation arisen in the contracts executed/ being executed during the last 5 years. If yes, please furnish the name of the project, organization, nature of work, contract value, work order, date and brief details of litigation. | | |
| 17 | Has the applicant or any constituent partner in case of partnership firm, ever been convicted? If Yes, Give details. | | |
| 18 | Name and Communication details of firm representative in respect of the bid application | | |
| 19 | Address of the Office through which the proposed work of the bank will be handled and Name and Designation of the Office-In-Charge | | |

ANNEXURE - II

NON-BLACKLISTING DECLARATION

(To be given on company letterhead)

Date:

To,

The Chief General Manager
Department of Premises, Security and Procurement
National Bank for Agriculture and Rural Development
NABARD Head Office, BKC, Mumbai.

Sub: Declaration for Non-Blacklisting - Tender for Selection of Consultant for Renovation of Officers' Lounge, Staff Canteen and Kitchen at NABARD Head Office, Bandra Kurla Complex (BKC), Mumbai

Dear Sir,

We hereby declare that we are not blacklisted by any Central/ State Government/ agency of Central/ State Government of India or any other country in the world/ Public Sector Undertaking/ any Regulatory Authorities in India or any other country in the world for any kind of fraudulent activities.

Yours Faithfully,

Signature of the Bidder and Seal

ANNEXURE - III

ARTICLES OF AGREEMENT

(on ₹200 non-judicial stamp paper)

ARTICLES OF AGREEMENT made this _____ day of _____ between the National Bank for Agriculture and Rural Development (NABARD) (hereinafter called “the Employer”) and having its Head Office at C-24, G-Block, Bandra Kurla Complex, Bandra (E), Mumbai – 400051 of the one part and M/s ----- (herein after called “the Consultant”) having its office at ----- of the other part.

WHEREAS the Employer is desirous of getting executed Tender for “Selection of Consultant for Renovation of Officers’ Lounge, Staff Canteen and Kitchen at NABARD Head Office, Bandra Kurla Complex (BKC), Mumbai” and has caused the terms and conditions of the contract showing and describing the work to be done to be prepared by or under the direction of the Employer.

AND WHEREAS the said terms and conditions have been signed by or on behalf of the parties hereto.

AND WHEREAS the Consultant has agreed to offer his/her services upon and subject to the conditions set forth in the Duties/Functions of the Consultant, Scale of Fees, Mode of payment, Terms and Conditions and Work Order of Contract (all of which are collectively hereinafter referred to as “the said Conditions”) the work shown upon the said Terms and conditions at the respective rates therein set forth amounting the sum as therein arrived or such other sum as shall become payable there under (hereinafter referred to as “the said contract amount”).

NOW IT IS HEREBY AGREED AS FOLLOWS :-

1. In consideration hereinafter mentioned, the Consultant will upon and subject to the conditions annexed, carry out and complete the works shown in the contract, described by or referred to Duties and Functions of the Consultant and in the said conditions.
2. The Employer shall pay the Consultant the said fee / amount or such sum as shall become payable at the times and in the manner specified in the said conditions.
3. The said Conditions and Appendix thereto and the documents attached hereto shall be read and construed as forming part of this Agreement and the parties hereto shall respectively abide by, submit themselves to the said Conditions and the correspondence and perform the agreements on their part respectively in the said conditions and the documents contained herein.
4. This Agreement and documents mentioned herein shall form the basis of this contract.

5. The Consultant shall afford every reasonable facility for execution of the said work.
6. Time shall be considered as the essence of this contract, and the Consultant hereby agrees to complete the entire work within the time period prescribed in the Time schedule reckoned from the date of issue of work order subject nevertheless to the provision for extension of time.
7. All payments by the Employer under this contract will be made only at Mumbai.
8. All disputes arising out of or in any way connected with this agreement shall be deemed to have arisen at Mumbai and only Courts in Mumbai shall have the jurisdiction to determine the same to the exclusion of all other courts.
9. That the several parts of this contract have been read by the Consultant and fully understood by the Consultant.

IN WITNESS WHEREOF the Employer has set its hands to these presents through its duly authorized officials and the Consultant has caused its common seal to be affixed hereunto and the said two duplicates/ has caused these presents and the said two duplicates hereof to be executed on its behalf, the day and year first herein above written. (If the Consultant is a company).

Signature Clause

SIGNED AND DELIVERED by the
National Bank for Agriculture and
Rural Development by the hand of
Shri

SIGNED AND DELIVERED by the
Bidder

(Name & Designation)

(Name & Designation)

In the presence of:

Witness #1

(1)

Signature:

Signature:

Name:

Name:

Address

Address

(2)

Witness #1

Signature:

Signature:

Name:

Name:

Address

Address



ANNEXURE-IV

STATEMENT - I

List of professional staff (Architect and Engineers-Civil & Electrical) with the firm, giving their qualification, experience, including that in the present organization*

| Sr. No. | Name | Age | Qualification | Experience | Nature of works handled | Name of the assignments handled | Date from which employed in the present organization |
|---------|------|-----|---------------|------------|-------------------------|---------------------------------|--|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| | | | | | | | |

*** Use separate/additional sheets as per the requirement**

Signature of the applicant with full address and office seal

Note: Attach bio-data, copies of qualification certificate and experience certificates issued by the employers.



STATEMENT - II

List of important Interior contracts executed by the Consultant with individual value of ₹160 lakh and more and Commercial Kitchen design of any value *

| Sr. No. | Name of the Work including name of the building and location. | Nature of work involved in the contract. | Name of the owner and indicate whether it is a State Govt./Govt. of India undertaking or Pvt. body with full address and telephone numbers. *** | Completion Period | | Value of the work ** (₹ in lakh) |
|------------|---|---|--|-------------------|--------|-------------------------------------|
| | | | | Stipulated | Actual | |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| | | | | | | |



*** Use separate /additional sheets as per the requirement**

**** Mention the Interior assignments where value of works costing ₹160.00 lakhs and above only and Commercial Kitchen design of any value.**

***** Attach client's certificates, Copy of work order, Work Completion Certificate, Scope of work etc.**

Signature of the applicant with full address and office seal



STATEMENT - III

List of important contracts ON HAND being executed by the Consultant with individual value of ₹160 lakh and more and Commercial Kitchen design of any value *

| Sr. No . | Name of the Work including name of the building and location | Nature of work involved in the Contract. | Name of owner and indicate whether it is a State Govt./ Semi- Govt./ Govt. of India Undertaking or Pvt. Body with full address and telephone numbers.*** | Stipulated date of completion | Expected date of completion | Present stage of work with reasons if the work is getting delayed | Value of the work ** (Rs. in lakh) |
|----------|--|--|--|-------------------------------|-----------------------------|---|------------------------------------|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| | | | | | | | |

*** Use separate /additional sheets as per the requirement**



**** Mention the assignments where value of works costing ₹160.00 lakhs and above only and Commercial Kitchen design of any value.**

***** Attach client's certificates, Copy of work order etc.**

Signature of the applicant with full address and office seal

ANNEXURE-V

PRE-CONTRACT INTEGRITY PACT

(To be submitted on ₹200.00 Stamp Paper)

Between

National Bank for Agriculture and Rural Development (NABARD)
hereinafter referred to as “**The Principal**”

And

..... hereinafter referred to as “**The Bidder/Consultant**”

Preamble

The Principal intends to award, under laid down organizational procedures, contract/s for The Principal values full compliance with all relevant laws of the land, rules, regulation, and economic use of resources and of fairness /transparency in its relations with its Bidder(s) and/or Contractor(s).

In order to achieve these goals, the Principal will appoint Independent External Monitors (IEMs) who will monitor the tender process and the execution of the contract for compliance with the principles mentioned above.

Section 1 - Commitments of the Principal

(1) The Principal commits itself to take all measures necessary to prevent corruption and to observe the following principles:-

- a. No employee of the Principal, personally or through family members, will in connection with the tender for, or the execution of a contract, demand, take a promise for or accept, for self or third person, any material or immaterial benefit which the person is not legally entitled to.
- b. The Principal will, during the tender process treat all Bidder(s) with equity and reason. The Principal will, in particular, before and during the tender process, provide to all Bidder(s) the same information and will not provide to any Bidder(s) confidential / additional information through which the Bidder(s) could obtain an advantage in relation to the tender process or the contract execution.
- c. The Principal will exclude from the process all known prejudiced persons.

(2) If the Principal obtains information on the conduct of any of its employees which is a criminal offence under the IPC/PC Act, or if there be a substantive suspicion in this regard, the Principal will inform the Chief Vigilance Officer and in addition can initiate disciplinary actions.

Section 2 - Commitments of the Bidder(s)/ Consultant (s)

(1) The Bidder(s) / Consultant (s) commit themselves to take all measures necessary to prevent corruption. The Bidder(s)/ Contractor(s) commit themselves to observe the following principles during participation in the tender process and during the contract execution:

- a. The Bidder(s) / Consultant (s) will not, directly or through any other person or firm, offer, promise or give to any of the Principal's employees involved in the tender process or the execution of the contract or to any third person any material or other benefit which he/she is not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the tender process or during the execution of the contract.
- b. The Bidder(s)/ Consultant (s) will not enter with other Bidders into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to introduce cartelization in the bidding process.
- c. The Bidder(s)/ Consultant (s) will not commit any offence under the relevant IPC/PC Act; further the Bidder(s)/Contractor(s) will not use improperly, for purposes of competition or personal gain, or pass on to others, any information or document provided by the Principal as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.
- d. The Bidder(s)/ Consultant (s) of foreign origin shall disclose the name and address of the Agents/representatives in India, if any. Similarly, the Bidder(s)/Contractors(s) of Indian Nationality shall furnish the name and address of the foreign principals, if any.
- e. The Bidder(s) / Consultant (s) will, when presenting their bid, disclose any and all payments made, is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the contract.
- f. Bidder(s) / Consultant (s) who have signed the Integrity Pact shall not approach the Courts while representing the matter to IEMs and shall wait for their decision in the matter.

(2) The Bidder(s) / Consultant (s) will not instigate third persons to commit offences outlined above or be an accessory to such offences.

Section 3 - Disqualification from tender process and exclusion from future contracts

If the Bidder(s) / Consultant (s), before award or during execution has committed a transgression through a violation of Section 2, above or in any other form which put their reliability or credibility in question, the Principal is entitled to disqualify the Bidder(s)/ Consultant (s) from the tender process.

Section 4 - Compensation for Damages

(1) If the Principal has disqualified the Bidder(s) from the tender process prior to the award according to Section 3, the Principal is entitled to demand and recover the damages equivalent to Retention Money Deposit/Bid Security.

(2) If the Principal has terminated the contract according to Section 3, or if the Principal is entitled to terminate the contract according to Section 3, the Principal shall be entitled to demand and recover from the Consultant liquidated damages of the Contract value or the amount equivalent to Performance Bank Guarantee.

Section 5 - Previous transgression

(1) The Bidder declares that no previous transgressions occurred in the last three years with any other Company in any country conforming to the anti-corruption approach or with any Public Sector Enterprise in India that could justify his exclusion from the tender process.

(2) If the Bidder makes incorrect statement on this subject, he can be disqualified from the tender process.

Section 6 - Equal treatment of all Bidders / Contractors/ Subcontractors

(1) In case of Sub-contracting, the Principal Consultant shall take the responsibility of the adoption of Integrity Pact by the Sub-contractor.

(2) The Principal will enter into agreements with identical conditions as this one with all Bidders and Contractors.

(3) The Principal will disqualify from the tender process all bidders who do not sign the Pact or violate its provisions.

Section 7 - Criminal charges against violating Bidders(s) / Consultant (s)/ Subcontractor(s)

If the Principal obtains knowledge of conduct of a Bidder, Consultant or Subcontractor, or of an employee or a representative or an associate of a Bidder, Consultant or Subcontractor which constitutes corruption, or if the Principal has substantive suspicion in this regard, the Principal will inform the same to the Chief Vigilance Officer.

Section 8 - Independent External Monitor

(1) The Principal appoints competent and credible Independent External Monitor for this Pact after approval by the Central Vigilance Commission. The task of the Monitor is to review independently and objectively, whether and to what extent the parties comply with the obligations under this agreement.

The Independent External Monitor appointed for NABARD is

Shri Jagdeep Kumar Ghai, P&TA, FS (Retd)

Flat 1032, A Wing, Vanashree Society,

Sector 58 A&B, Palm Beach Road,

Nerul, Navi Mumbai, Pin 400 706.

(2) The Monitor is not subject to instructions by the representatives of the parties and performs his/her functions neutrally and independently. The Monitor would have access to all Contract documents, whenever required. It will be obligatory for him / her to treat the information and documents of the Bidders / Consultant as confidential. He / she reports to the Chairman, NABARD.

(3) The Bidder(s)/ Consultant (s) accepts that the Monitor has the right to access without restriction to all Project documentation of the Principal including that provided by the Consultant. The Contractor will also grant the Monitor, upon his/her request and demonstration of a valid interest, unrestricted and unconditional access to their project documentation. The same is applicable to Sub-contractors.

(4) The monitor is under contractual obligation to treat the information and documents of the Bidder(s) / Consultant (s) / Sub-contractor(s) with confidentiality. The Monitor has also signed declarations on 'Non-disclosure of Confidential Information and of 'Absence of Conflict of Interest'. In case of any conflict of interest arising at a later date, the IEM shall inform Chairman, NABARD and recuse himself/herself from that case.

(5) The Principal will provide to the Monitor sufficient information about all meetings among the parties related to the Project, provided such meetings could have an impact on the contractual relations between the Principal and the Contractor. The parties offer to the Monitor the option to participate in such meetings.

(6) As soon as the Monitor notices, or believes to notice, a violation of this agreement, he/she will so inform the Management of the Principal and request the Management to discontinue or take corrective action, or to take other relevant action. The monitor can in this regard submit non-binding recommendations. Beyond this, the Monitor has no right to demand from the parties that they act in a specific manner, refrain from action or tolerate action.

(7) The monitor will submit a written report to the Chairman, NABARD within 8 to 10 weeks from the date of reference or intimation to him by the Principal and, should the occasion arise, submit proposal for correcting problematic situations.

(8) If the Monitor has reported to the Chairman, NABARD, a substantiated suspicion of an offence under the relevant IPC/PC Act, and the Chairman NABARD has not, within reasonable time, taken visible action to proceed against such offence or reported it to the Chief Vigilance Officer, the Monitor may also transmit this information directly to the Central Vigilance Commissioner.

(9) The word '**Monitor**' would include both singular and plural.

Section 9 - Pact Duration

This Pact begins when both parties have legally signed it. It expires for the Contract or 12 months after the last payment under the contract, and for all other Bidders 6 months after the contract has been awarded. Any violation of the same would entail disqualification of the bidders and exclusion from future business dealings.

If any claim is made/lodged during this time, the same shall be binding and continue to be valid despite the lapse of this pact as specified above, unless it is discharge/determined by the Chairman of NABARD.

Section 10 - Other provisions

(1) This agreement is subject of Indian Law, Place of performance and jurisdiction is the Head Office of the principal, i.e. Mumbai.

(2) Changes and supplements as well as termination notices need to be made in writing. Side agreements have not been made.

(3) If the Contractor is a partnership or a consortium, this agreement must be signed by all partners or consortium members.

(4) Should one or several provisions of this agreement turn out to be invalid, the remainder of this agreement remains valid. In this case, the parties will strive to come to an agreement to their original intentions.

(5) Issues like Warranty/Guarantee etc. shall be outside the purview of IEMs.

(6) In the event of any contradiction between the Integrity Pact and its Annexure, if any, the Clause in the Integrity Pact will prevail.

(For & On behalf of the Principal)
(Office Seal)

(For & On behalf of the Bidder/Contractor)
(Office Seal)

Place _____

Date _____

| | |
|--|--|
| Witness 1 Signature Name: Address : | Witness 1 Signature Name: Address : |
|--|--|

ANNEXURE – VI

PROFORMA OF EMD CREDIT DETAILS

Tender for Engagement of Consultant for Renovation of Officers’ Lounge and Staff Canteen at NABARD Head Office, Bandra Kurla Complex (BKC), Mumbai

(EMD details to be filled by bidders)

| | |
|---|---|
| Name of the Account | NATIONAL BANK FOR AGRICULTURE AND RURAL DEVELOPMENT |
| BANK NAME | NABARD |
| BRANCH NAME | HEAD OFFICE, MUMBAI |
| IFSC CODE | NBRD0000002 |
| ACCOUNT NUMBER (VAN) | NABADMN07 |
| NAME OF THE DEPOSITOR | |
| MODE OF TRANSFER – ONLINE (NEFT / RTGS) | |
| UTR NO. | |
| TRANSACTION DATE | |
| AMOUNT DEPOSITED | |

Attach Bank statement showing amount debited from account, on or before last date of submission of bid.

Date:

Place:

Signature of the Bidder and Seal

ANNEXURE – VII

PROFORMA OF FURNISHING- THE PAYMENT DETAILS OF BIDDER

Tender for Engagement of Consultant for Renovation of Officers’ Lounge, Staff Canteen and Kitchen at NABARD Head Office, Bandra Kurla Complex (BKC), Mumbai.

| | |
|---|--|
| Name of the Bidder | |
| Email Id | |
| Contact No | |
| PAN Details (enclose copy of PAN) | |
| GST Number (enclose copy of GST registration) | |
| Address of principle place of business in the state as per GST registration certificate | |
| Bank Account No. | |
| Account Name | |
| Type of the account | |
| Name & address of the Bank | |
| IFSC Code (enclose copy of cancelled cheque) | |

Date:

Place:

Signature of the Bidder and Seal

ANNEXURE - VIII

FORM OF VIRTUAL COMPLETION CERTIFICATE TO BE ISSUED BY THE CONSULTANT

Having executed the work in terms of the tender, we hereby certify and affirm that the contractor M/s Have virtually completed the contracted works.

We hereby certify that work has been executed completely to our satisfaction and with materials, workmanship and specifications in accordance with the tender.

We do certify that the Contractor executed the work in accordance with the applicable laws and without any transgression of such laws.

Date:

Place:

Signature of the Bid

PART-II

FINANCIAL BID (PRICE BID)

To,
The Chief General Manager
Department of Premises, Security and Procurement
National Bank for Agriculture and Rural Development
NABARD Head Office, BKC, Mumbai.

Selection of Consultant for Renovation of Officers' Lounge, Staff Canteen and Kitchen at NABARD Head Office, Bandra Kurla Complex (BKC), Mumbai

1. We refer to your Notice Inviting Tender No. _____.
2. We have read the requirement and have understood them fully. We quote our Professional Fee as percentage of the approved estimated cost of projects/actual cost of work, in the SoQ format uploaded on CPP portal including TA/DA and other charges etc. Complete.
3. We understand that the cost of items/works, if any, to be directly purchased/carried out by the Bank will not be included in the cost of the project for the purpose of calculating professional fee.

Thanking you,

Your faithfully,

(CONSULTANT/ARCHITECT)
WITH SEAL

Date:
Place:

Note:

*Before quoting the fees, the consultant shall visit and inspect the site and shall make his/her own assessment about the project.

- * The professional fees to be quoted by the bidder excludes applicable GST.
- * Fee quoted by the bidder shall be inclusive of all cost as well as profit, overheads. TDS and other statutory deductions will be applicable against the payment.

Schedule of Quantity (SoQ) of Consultancy Services

| S. No | Description of work | Quantity | Unit | Estimated cost of the project [₹] |
|-------|--|----------|------|-----------------------------------|
| 1 | 2 | 3 | 4 | 5 |
| A | Providing Architectural Consultancy services for renovation of officers' lounge, staff canteen and Kitchen at NABARD Head Office building, Mumbai [fee quoted by the bidder shall be inclusive of all cost as well as profit, overheads/Income Tax as applicable. TDS will be applicable against the payment] | 1 | Job | 4,00,00,000 |

Note: This is a percentage rate contract. Estimated Cost of the project is given for the purpose of arriving absolute figure in price bid. However, the total fee payable to the consultant shall be calculated as percentage (quoted above) of the actual project cost on completion of the work. GST shall be paid extra as applicable. TDS on IT and GST will be deducted as applicable.