



**TATA INSTITUTE OF FUNDAMENTAL RESEARCH
TIFR CENTRE FOR INTERDISCIPLINARY SCIENCES**

Autonomous Institution of the Department of Atomic Energy, Government of India
Plot No. 21, Brundavan Colony, Gandipet Road, CBIT Post Office, Hyderabad – 500 075.
Telephone: 040-2419 5029
Email: purchase@tifrh.res.in
Website: www.tifrh.res.in

Ref No: TFR/PD/WO15-275/150148

September 11, 2015

Notice inviting tender (Two Part Tender) for the following:

DESCRIPTION
Appointment of an Architect for Architecture Consultancy for Expeditious construction of prefab Laboratory Animal Facility for its upcoming TIFR- Hyderabad Campus, (Adjacent to Central University of Hyderabad, Gachibowli), Survey No. 36/P, Gopanpally Village, Serilingampally (Mandal), Ranga Reddy Dist., Hyderabad, Telangana.
PUBLIC TENDER (TWO PART)



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Ref No: TFR/PD/WO15-275/150148

NOTICE INVITING TENDER

Sealed tenders are invited by TATA INSTITUTE OF FUNDAMENTAL RESEARCH, HYDERABAD for Appointment of Architect for Architecture Consultancy for Expeditious construction of prefab Laboratory Animal Facility for its upcoming TIFR- Hyderabad Campus, (Adjacent to Central University of Hyderabad, Gachibowli), Survey No. 36/P, Gopanpally Village, Serilingampally (Mandal), Ranga Reddy Dist., Hyderabad, Telangana.

The detailed tender can be downloaded from

<http://www.tifrh.res.in/tcis/contact-us/tenders.html>

Estimated cost: Rs.35,00,000/-. **Tender cost: Rs. 1000/-** to be paid by DD/ BC in favour of “**TIFR Centre for Interdisciplinary Sciences**” (non-refundable) to be enclosed with technical bid. **Earnest Money Deposit (EMD) : Rs. 70,000/- (Seventy Thousands Only)** should be provided along with the technical bid in the form of Demand Draft (DD)(or) Bankers Cheque (BC) from a Nationalized Bank and drawn in favour of “**TIFR Centre for interdisciplinary Sciences, Hyderabad**” and payable at Hyderabad.

The EMD will be returned back to the unsuccessful bidder at the earliest after expiry of final bid validity. The EMD will be returned back to the successful bidder after submission of the Performance Security. The EMD shall be forfeited in the event of breach of contract by the contractor in term of contract/order. Tenders submitted without EMD shall be rejected.

The EMD may be forfeited:

- If the bidder withdraws the bid during the period of bid validity specified in the tender.
- In case a successful bidder fails to furnish the Performance Security/ Performance Bank Guarantee.
- If the bidder fails to furnish the acceptance in writing, beyond one week from award of contract/ order.
- The event of breach of contract by the contractor in term of contract/order

Date for downloading of tender documents:

12-09-2015 to 20-10-2015 upto 13.00 Hrs.

Last Date & Time for submission of tenders:

20-10-2015 by 13.00 Hrs.

Date for opening of Technical Bids:

20-10-2015 at 15.30Hrs at the above address.

Sd/-
Administrative Officer



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BID DOCUMENT

TECHNICAL VOLUME - I

Appointment of Architect for Architecture Consultancy for Expeditious construction of prefab Laboratory Animal Facility for its upcoming TIFR- Hyderabad Campus, (Adjacent to Central University of Hyderabad, Gachibowli), Survey No. 36/P, Gopanpally Village, Serilingampally (Mandal), Ranga Reddy Dist., Hyderabad, Telangana.

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1. INTRODUCTION

Tata Institute of Fundamental Research, Hyderabad invites bids for the following work:

Comprehensive Architectural Consultancy for Expeditious construction of Laboratory Animal Facility made of Pre-fabricated Modular Structures including services and land development for its upcoming TIFR- Hyderabad Campus, (Adjacent to Central University of Hyderabad, Gachibowli), Survey No. 36/P, Gopanpally Village, Serilingampally (Mandal) Ranga Reddy Dist., Hyderabad, Telangana State.

1.1 PARTICULARS

1.	Gross considered plinth area	8,000 Sqft (tentative, approx.)
2.	Location	Survey No. 36/P, Gopanpally Village, Serilingampally (Mandal) Ranga Reddy Dist., Hyderabad
3.	Pre-bid Meeting	30-09-2015 at 11.00 Hrs at Transit Campus of TIFR-TCIS, Hyderabad.
4.	Closing date & time of receipt of bids	20-10-2015 by 13.00 Hrs.
5.	Date & time of opening of Sealed Cover-I containing Technical Bid	20-10-2015 by 15.30 Hrs at Transit Campus of TIFR-TCIS, Hyderabad.
6.	Date of opening of Financial Bid in Sealed cover-II containing Price Bid of techno commercially qualified eligible bidders.	Will be intimated to techno commercially qualified bidders.

1.2 REQUIREMENT & ELIGIBILITY CRITERIA

The applicants who fulfill the following requirements shall only be eligible to apply:

- 1.2.1 The architect should have experience of working with any Scientific Research Organizations
- 1.2.2 Should have successfully provided architectural concept design, detailed project report, detailed design engineering for ***Comprehensive Architectural Consultancy for Expeditious construction of Laboratory Animal Facility (Animal Biosafety level I / II) / Research laboratories (Biosafety level I / II) / Pre-fabricated modular construction with clean room panels including services and land development'*** with at least one similar work with built up area of 6,500 square feet or two similar works with built up area of 4,800 square feet each or three similar works with built up area of 4,000 square feet each during last seven years ending 31st March 2015.
- 1.2.3 Similar work means: Construction of GLP compliant laboratory Animal Facility / Clean rooms BSL-I / II / GLP Laboratories consisting of Clean room partitions, HVAC and integration of all services. Building cost (CIVIL PART) shall not be included in for the purpose of similar work experience. Documentary evidence is required to be produced.
- 1.2.4 The firm should be profit making with average annual financial turnover of minimum of Rs. 25 lakhs during last three years ending March 31, 2015.
- 1.2.5 The firm should have well qualified and experienced professionals/associates/consultants with special expertise in construction of laboratory animal facility and should have service tax registration valid on the date of submission.

1.3 ISSUE OF BID DOCUMENTS

- 1.3.1 Bidding Documents will be issued from the Administrative Officer, TIFR Centre for Interdisciplinary Sciences, Plot No.21, Brundavan Colony, Gandipet Road, CBIT Post Officer, Hyderabad - 500 075.
- 1.3.2 Bidding documents can also be viewed and downloaded from the website <http://www.tifrh.res.in/tcis/contact-us/tenders.html>

1.4 SUBMISSION OF BIDS

1.5 PART "A" (TECHNICAL BID) consisting of Technical bid, commercial terms, eligibility documents along with testimonials and Part "B" (Financial Bid) consisting of only price shall be submitted in separate sealed envelopes duly superscribed "Bid for comprehensive architectural consultancy services for expeditious construction of laboratory animal facility for its upcoming TIFR-Hyderabad Campus" with the tender enquiry number, and the due date in bold letters, addressed to the Administrative Officer, Tata Institute of Fundamental Research, 21, Brundavan Colony, Gandipet Road, CBIT Post Office, Hyderabad – 500 075.

The envelopes should be clearly marked on top as either PART "A" or PART "B". The two sealed covers should be further put in a master cover superscribed "Bid for Comprehensive Architectural Consultancy Services for Expeditious construction of Laboratory Animal Facility for its upcoming TIFR-Hyderabad Campus" with the Tender Enquiry No., Due Date in bold letters, addressed to the Administrative Officer, Tata Institute of Fundamental Research, 21, Brundavan Colony, Narsingi, Gandipet Road, Hyderabad - 500 075. The sealed master envelop has to be delivered by hand/courier in the Tender Box in the security Gate Office of TIFR-TCIS, Hyderabad (Address as mentioned above) on or before 15.00 hrs on the due date specified. The technical bid will be opened in the presence of attending tenderers at 15.30 hrs on the due date at Administration Section, TIFR-TCIS, Hyderabad (address mentioned above). Tenders submitted after 15.00 hrs. on due date will not be considered and shall be rejected. The PART "A" and Part "B" bids are not sealed in separate envelopes the tender will be rejected. The Bids with conditions or conditional rebates shall be summarily rejected.

On the date of tender opening only the Technical Bids shall be opened in the presence of attending firms/bidders authorized representative. Firm's authorized representative should produce the firm's/bidder's authorized letter before tender opening for attending tender opening. The Technical Bids shall be evaluated subsequently and only the techno-commercially qualified shortlisted firms will be called for attending the financial bid opening. Intimation for attending the financial bid opening shall be sent to the short listed firms in advance.

In case the date of receipt or opening of tenders is declared a Govt. holiday then the tender will be received/ opened on the next working day at the same time.

1. **Tender Cost:** Tender cost Rs. 1000/- (**Non-Refundable**) to be paid by DD/BC in favour of "TIFR Centre for Interdisciplinary Sciences" payable at Hyderabad drawn from Nationalized bank to be enclosed with the technical bid.
- 2 **EMD: Earnest Money Deposit** (INR) Rs.70000/- (Seventy Thousand Only) should be provided along with the technical bid in the form of Demand Draft (DD) (or) Bankers Cheque (BC) from a Nationalized Bank and drawn in favour of "TIFR Centre for Interdisciplinary Sciences", payable at Hyderabad.

The EMD will be returned back to the unsuccessful bidder at the earliest/after expiry of final bid validity. The EMD will be returned back to the successful bidder after submission of the Performance Security. The EMD shall be forfeited in the event of breach of contract by the contractor in term of contract/order. Tenders submitted without EMD shall be rejected.

The EMD may be forfeited:

- a) If the bidder withdraws the bid during the period of bid validity specified in the tender.
- b) In case a successful bidder fails to furnish the Performance Security/ Performance Bank Guarantee.
- c) If the bidder fails to furnish the acceptance in writing, beyond one week from award of contract/order.
- d) The event of breach of contract by the contractor in term of contract/order

3. **Validity of Bids**

Quotations must be valid for a period of **180 days** from the date of opening of Financial Bid. Bids with the shorter validity period are liable for rejection. Conditional offers will not be considered.

1.6 DOCUMENTS TO BE SUBMITTED

Prospective applicants shall satisfy themselves of fulfilling all the pre-eligibility criteria and in possession of all the documents required before submitting their application. The interested agencies are required to scan / fill in and documents as per following lists within the period of bid submission:

Note: The bidder are requested to fill up the facts & figure in the format. Simply filling like Yes or No shall not be accepted.

1. **Tender Cost:** Tender cost **Rs. 1000/- (Non-Refundable)** to be paid by DD/BC in favour of "TIFR Centre for Interdisciplinary Sciences" payable at Hyderabad drawn from Nationalized bank to be enclosed with the technical bid.
2. Demand draft/Banker`s Cheque for **Rs. 70,000/- (Rupees Seventy Thousands Only)** drawn in favor of TIFR Centre for Interdisciplinary Sciences, Payable at Hyderabad" towards Earnest Money Deposit.
3. CERTIFICATES AND DOCUMENTS REQUIRED
 - i) Performance Certificates
 - iii) TIN Registration
 - iv) PAN (Permanent Account Number) Registration . Copy of valid PAN number issued by the Income-Tax Authority, Registration Certificate of the firm
 - v) Latest Solvency Certificate issued by Nationalized Bank for value of **35Lakhs** to be submitted along with technical bid. Failure in which the tender will be rejected.
 - vi) Acceptance of terms and conditions specified in tender documents.
 - vii) A Copy of **Un-Priced** Commercial Bid.
4. Annexure "A": Financial information; Financial Turn Over certified by CA & Profit & Loss statement certified by CA. The copy of audited financial reports of the bidder for the financial year 2014-2015, 2013-2014, and 2012-2013 indicating the annual turnover required for eligibility criteria.

Note: Balance sheet is not to be submitted.

5. Annexure "B" : List of similar works completed during last 7 years indicating :
 - (i) Agency for whom executed with full address and contact person with telephone/mobile number (ii) Area of Animal House and Research Laboratory (iii) Value of work, (iv) Completion time as stipulated and actual, or present position of the work.
6. Annexure "C": List of any works in hand / awarded indicating:
 - (i) Agency for whom work is being executed with full address and contact person with telephone/mobile number, (ii) Area of Animal House and Research Laboratory (iii) Value of Work, (iv) Stipulated time of completion / present position. All works of any nature in hand must be furnished. Any ongoing works left out shall be viewed seriously, leading to rejection of application.
7. Annexure "D": Performance report of works referred to in form "B" & "C"
8. Annexure "E": Structure & organization
9. Annexure "F": Details of technical & administrative personnel to be employed for the work.

The applicant may furnish any additional information which they think necessary to establish their capabilities to successfully complete the envisaged work. No information shall be entertained after last date of submission of application unless it is called by the competent authority.

If any information furnished by the applicant is found incorrect at a later stage, they shall be liable to be debarred from tendering /taking up of work in TIFR, Hyderabad. TIFR, Hyderabad reserves the right to verify the particulars furnished by the applicant independently and reject any application without assigning any reason.

1.6 GENERAL INSTRUCTIONS

- 1.6.1. TIFR shall appoint an Architectural Consultant for the project through the two Bid systems.
- 1.6.2. The Consultants are advised to visit and examine the site of work and its surroundings and obtain any information that may be necessary, in addition to those provided in this document, for preparing the design concept. The Architectural Consultant shall be deemed to have fully acquainted himself about the site condition, whether he inspects it or not.
- 1.6.3. The design concepts should adhere to the building bye-laws applicable for the area.
- 1.6.4. The intending Architectural Consultants will quote their consultancy fees in Schedule of Financial Quote i.e. "Financial Bid".
- 1.6.5. All clarifications shall be sought before the date of pre- bid meeting. The bidders may make suggestions which shall be considered during the Pre Bid Meeting. No further clarifications shall be issued after issue of noteworthy replies to the pre-bid queries.
- 1.6.6. The submission of the bid by an Architectural Consultant would imply that the Architectural Consultant has carefully read and agreed to the terms and conditions contained in this bid document.
- 1.6.7. Letter of transmittal and forms for the eligible category are annexed herewith. All information called for in the enclosed forms should be furnished against the relevant columns in the forms. If for any reason, information is furnished on a separate sheet, this fact should be mentioned against the relevant column. Even if no information is to be provided in a column, a "Nil" or "no such case" entry should be made in that column. If any particulars /queries are not applicable in case of the applicant, it should be stated as "Not Applicable". The applicants may please note that giving incomplete/ unclear information called for in the forms, or making any change in the prescribed forms, or deliberately suppressing any information, may result in disqualification of the applicant summarily.
- 1.6.8. The applicant should sign each page on the application along with enclosures with rubber stamp before submission.
- 1.6.9. Overwriting should be avoided. Corrections, if any, should be made by neatly crossing out and shall be rewritten with initials and date. Pages of the pre-qualification document are numbered. Additional sheets, if any added by the applicant, should also be numbered by him. They should be submitted along with letter of transmittal.
- 1.6.10. References, information and certificates from the respective clients certifying suitability, technical knowhow or capability of the applicant should be signed by competent/delegated authority of the client.
- 1.6.11. The applicant may furnish any additional information, which he thinks is necessary to establish his capabilities to successfully complete the envisaged work. He is, however, advised not to furnish superfluous information. No information shall be entertained after submission of pre-qualification document unless the Employer calls it for.
- 1.6.12. Any information furnished by the applicant found to be incorrect either immediately or at a later date, would render him liable to be debarred from tendering/taking up of work in TIFR, Hyderabad.
- 1.6.13. Any clarification given by the TIFR, Hyderabad in the basis of queries raised by the applicants shall be intimated and shall become part of the tender condition.
- 1.6.14. Prospective applicants may request clarification of the project requirements and pre-qualification tender document from Administrative Officer, TIFR, Centre for Interdisciplinary Sciences, Plot No.

21, Brundavan Colony, Narsingi, Hyderabad - 500 075. All clarifications requested will be considered only up to the date mentioned in the particular above.

- 1.6.15. The employer reserves the right, without being liable for any damages or obligation to inform the applicant, to:
- (a) Amend the scope and value of contract to the applicant.
- (b) Reject any or all the applications without assigning any reason.
- 1.6.16. Any effort on the part of the applicant or his agent to exercise influence or to pressurize the employer would result in rejection of his bid. Canvassing of any kind is prohibited.
- 1.6.17. The bid for the work shall remain open for acceptance for a period of 180 days from the date of submission of the bids, which period may be extended by mutual agreement and the consultant shall not cancel or withdraw the offer during this period.
- 1.6.18. This bid document shall form a part of the contract agreement.
- 1.6.19. The Consultant is advised to attach any additional information about competence, which he thinks is necessary for his offer. He is however advised not to attach superfluous information. No further information will be entertained after the bid is submitted, unless TIFR calls for it.
- 1.6.20. No expenses whatsoever involved in preparation and presentation of Design concept shall be made to the participating architectural consultants.

2. SCOPE & OBJECTIVE

2.1 SCOPE

2.1.1 LABORATORY ANIMAL FACILITY

THE CONSULTANCY BIDS ARE INVITED FOR EXPEDITIOUS CONSTRUCTION OF LABORATORY ANIMAL FACILITY MADE OF PRE-FABRICATED MODULAR STRUCTURES IN 'GROUND' AND/ OR 'GROUND + SERVICE FLOOR' CONFIGURATIONS INCLUDING SERVICES AND LAND DEVELOPMENT OF LAND (APPROX. 8000 SFT) WITH FOLLOWING TENTATIVE REQUIREMENTS:

S.No	Description	Approx. carpet area of Unit (Sft.)	Qty. (Nos.) (Sft.)	Total (Sft.)
1	Small laboratory animal room	180	9	1620
2	Small laboratory animal room	80	3	240
3	Quarantine room	150	1	150
4	Animal behaviour room	150	2	300
5	Cage washing room	500 (approx.)	1	500
6	Cage storage and preparation room	500 (approx.)	1	500
7	Bedding storage room	150	1	150
8	Feed storage room	150	1	150
9	Clean cage storage room	100	1	100
10	Male attendant room with toilet and shower	250	1	250
11	Female attendant room with toilet and shower	150	1	150
12	He-change area with personal locker	100	1	100
13	She-change area with personal locker	100	1	100
14	Procedure room (separate surgery, cell culture and X-ray irradiation room)	500	1	500
15	Small procedure room	70	2	140
16	Daily consumable storage	100	1	100
17	Molecular biology room	150	1	150
18	Carcass storage & histopathology room	120	1	120
19	Storage room for cleaning stuffs (disinfectant, mob, etc)	100	1	100

20	Male and female toilet with hand wash	100	1	100
21	Animal house in-charge room	150	1	150
22	Assistant/manager	100	1	100
23	Main animal house entrance with air-shower	350	1	350
24	Animal receiving room	100		100
25	Laundry Area (Washing Machine, Dry area, Iron boards)	100	1	100
26	Water/coffee/ recreation room	100	1	100
27	Common space (corridor, toilets, etc)	1500		1500
	Total			7920
27	Development of Land including fencing, landscaping, internal roads, STP, Sump well, street & outdoor lighting, electrical substation, transformer, DG shed etc	Less than an acre	1	

Note: Bidder should consider above indicative area and mention the price as per the format given in Annexure - G. The technically qualified lowest quoted consultancy fee in Rs. Lumpsum will be qualified in award of contract. However the price breakup should be provided by the bidder as per format attached to Annexure - H which will not be considered for L1 criteria. The indicative area are liable to change, however any changes beyond the above specified quantity, area etc. should be against TIFR-TCIS approval only.

Objective

The objective of the proposal is to suitably plan, modify to the requirements of TIFR Hyderabad and design the proposed Laboratory Animal Facility building made of pre-fabricated modular structures in 'Ground' and/ or 'Ground + service floor' configurations by appropriate expeditious construction methodology and materials with a minimum life span of 15 years of the buildings including development of land incorporating all necessary services viz. electrical, water supply, drainage, sewage treatment, landscaping, roads, fencing, street lighting, parking etc within the following time frame as per the Terms of Reference:

Planning and Design of Laboratory Animal facility	45 days
Construction (To be deployed through this PQ and further tendering)	90 days
Defect Liability Period	12 months

3. TERMS OF REFERENCE

3.1 DESIGN BRIEF

- 3.1.1. A site plan for the proposed site of work is enclosed in the document. The enclosed site plan is only for guidance. However the Architectural consultant shall be required to inspect the site, collect all required engineering data, study the sitting options taking into consideration the local climatic influence etc.
- 3.1.2. The buildings shall be designed as per standard norms and Local bye-laws. Architect shall prepare all requisite drawings/plans in the format required for submission to GHMC/Local/Statutory authorities for all approvals for commencement of construction of proposed animal house and research laboratory.

Special requirements of Animal house:

- 3.1.3. The vivarium must maintain closely controlled environmental conditions and must be designed to protect the research animals from exposure to conditions, pathogens, and agents that could alter research results. It should be noise proof, vibration proof and well insulated. Preferably, outer brick- wall and inner modular pre-fab clean room panels.
- 3.1.1. It is essential to follow all the standards mentioned in CPCSEA guidelines required in laboratory animal facility such as clean and dirty corridor, washing area, cage preparation area, etc.
- 3.1.2. The building shall be designed exclusively for individual ventilated cages which can accommodate at least 6000 mice and 2000 rats. There should be special rooms for quarantine, founder colony and immune-compromised animals.
- 3.1.3. It is important to consider the service floor so that, service person will not enter into the animal house.
- 3.1.4. Temperature – $22 \pm 1^{\circ}$ C; Humidity - $50 \pm 5\%$; Air changes - 10 - 15 air changes per hour. Positive and negative pressure should be considered for clean and dirty areas respectively.
- 3.1.5. It is important to design traffic flow with spatial relationship considering the clean and dirty corridor.
- 3.1.6. All the accessory rooms should be placed properly without affecting the traffic flow.
- 3.1.7. The building shall reflect contemporary attitude towards environmental control and aesthetic excellence.
- 3.1.8. Special attention shall be given to green and energy saving features with optimum natural lighting.

3.2 SUBMITTALS

- 3.2.1. The documents, drawings, images, photographs to be submitted for GHMC/Local/Statutory authorities shall comprise of the following
 - a) A comprehensive plan for the concerned work site with emphasis on HVAC, landscaping, road and drainage.
 - b) Building plans.
 - c) Longitudinal and cross sections of the buildings
 - d) Elevations of the buildings
 - e) Internal planning, accessories and furniture layouts.
 - f) Material specifications.
 - g) Bill of Quantities with rates, their basis and analyses.
 - h) Method statements
 - i) Proposed Work Schedule
 - j) Material Tests Reports during construction
 - k) As-built drawing after completion.
- 3.2.2. The consultant may also submit any other drawings / photographs that may be required to explain their design.
- 3.2.3. All hardcopy of drawings shall be of in paper size and format with legible text as per specified requirement of GHMC/Local/Statutory authorities. Further 2 sets of entire drawings in hard copy along with soft copy shall be submitted to TIFR, Hyderabad for its record.

3.3 SCOPE OF CONSULTANCY

The architectural consultant shall independently carry all activities ie. pre-commencement/ construction / post completion activities with respect to the design concept, all approvals from GHMC/Local/Statutory authorities, ensure work is carried out as per approved drawings, designs and specifications and standards through a team of qualified and experienced technical personnel.

3.3.1. PLANNING PHASE

- a. This shall include detailed discussions with the TIFR, Hyderabad Evaluation of existing provisions and proposed developments, ascertaining Local Bye-laws, Obtaining approvals required from Local/Statutory Authorities (GHMC, pollution, electricity, water, Fire, etc.) if any required.

- b. Modifying the conceptual designs incorporating required changes by the TIFR, Hyderabad before submitting final plans for approval.
- c. Preparation of drawings including internal and external, water supply, drainage and disposal arrangement, electrical installations lighting, etc. complete.
- d. Preparation of detailed architectural and structural drawings duly linked with Bill of Quantities including coordinated lighting, HVAC and service features, external, internal and sectional elevations, interior fit out including details.
- e. Preparation of detailed estimate comprising Bill of Quantities, Item Specifications and Standard Scheduled Rates. Where prescribed specifications and/or schedule of rates do not provide for certain items/services, specification and rates based on proper market rate analysis supported by Quotations from reputed/specialized agencies shall be adopted along with Market Rate Analysis for these items.
- f. Assessment of Safe Bearing Capacity, structural design, review of structural design by vendors. The building shall be designed to withstand static/dynamic loading (**wind/seismic**) and the design shall be strictly in accordance with the latest Indian Standard Code of Practices / Manufacturer's specifications.
- g. Appropriate landscaping and interior arrangement shall be designed to be in harmony with the existing surrounding environment. The objective is to provide a harmonious, user friendly and efficient environment.

3.3.2. EXECUTION STAGE

- a. Preparing and supply of working drawings with all details for execution of the work, including fabrication drawings.
- b. Assuring construction of the work as per GHMC approved drawings, standards and quality.
- c. Revision of drawing details and specifications as required. However, such revision would be permitted only with the approval of competent authority from TIFR after ensuring that there is no deviation from original approved drawings.
- d. Attend meetings arranged by the TIFR Hyderabad with relevant parties involved in completion of the work.
- e. Exercising cost control, ensure quality construction strictly in accordance with tender specifications & economy measures to ensure that the estimated costs are not exceeded.
- f. The consultant shall carry out the necessary quality control tests of materials from NABL accredited laboratories, charges of which shall be reimbursed by TIFR Hyderabad on producing the receipts. (The testing charges for the failed specimens shall be borne by the contractor).
- g. Taking joint measurement of all the works completed with contractors and entering the quantities in measurement book, Maintaining test reports, Instruction book, Hindrance Register, etc. Scrutiny of bills submitted by the contractor to TIFR, Hyderabad
- h. The above said services shall be provided even during the extended period of execution if any and nothing extra shall be paid to the consultant on this account.
- i. As the work is to be carried out on a fast track, the Architectural consultant may be required to engage the services of the above mentioned technical personnel in more than one shift.
- j. The key technical personnel so deployed for the project by the consultant shall have the prior approval of the TIFR, Hyderabad If the TIFR Hyderabad finds that the key personnel of the consultant are either not available or not discharging their responsibilities satisfactorily, the TIFR Hyderabad shall have the authority to seek substitution of such personnel and the consultant shall make immediate arrangements for substituting the personnel. The decision of the TIFR Hyderabad in regards to the competence/ effective services of the key personnel appointed by the Architectural consultant shall be final.

3.3.3. POST COMPLETION:

The consultant shall liaise with GHMC/Local/Statutory authorities in getting Completion certificate, NOC from concerned authorities to obtain final Occupation Certificate, etc. Consultant submit a set of 'As Built Drawings' after completion for reference and records of the TIFR Hyderabad.

3.4 FORECLOSURE OF CONTRACT DUE TO ABANDONMENT OR REDUCTION IN SCOPE OF WORK

If at any time after acceptance of the consultancy tender TIFR shall decide to abandon or reduce the scope of the work for any reason, the TIFR shall give notice to that effect to the consultant and the consultant shall act accordingly in the matter. The consultant shall have no claim to any payment of compensation or otherwise whatsoever, on account of any profit or advantage which he might have derived from the execution of the work. Further, the consultant shall not have any claim for compensation by reasons of an alteration having made in the scope of work which shall involve any curtailment of work as originally contemplated. However, the consultant shall be paid at contract rates full amount for works executed to the extent and accepted by the Engineer-in-charge.

3.5 Performance Security/Bank Guarantee: The Successful bidder should deposit @ 10% of contract/order value as performance security/bank guarantee within 2 weeks from the date of issue of order/contract.

The performance security/bank guarantee shall be in the form of bank guarantee issued by nationalized bank valid for 60 days beyond the date of completion of all contractual obligations including the defect liability period.

Performance Security/bank guarantee shall be forfeited if bidder fails to execute the order as per terms of contract/purchase or work order/. If Performance Security/PBG is not paid within the specified time, TIFR-TCIS reserves its right to cancel the order.

3.6 Performance Bank Guarantee: Performance Bank Guarantee for 10% of the value of order/contract should be provided and it should be valid for 60 days beyond the date of completion of all contractual obligations including defect liability period. Performance Security/Bank Guarantee should be from Nationalized Bank. In case Performance Security/Bank Guarantee is not provided, 90% payment only would be released and balance after 60 days beyond the date of completion of all contractual obligations including defect liability period. Bidder should clearly mention their acceptance to this effect in their quote.

3.7 PAYMENT SCHEDULE

1. 10% (Ten percent) of the total order value/contract value certified by TIFR-TCIS Authorized Official against the following criteria.
 - a) Final conceptual design and approval by TIFR-TCIS Hyderabad project committee.
 - b) Submission of detailed drawings, specifications and bill of quantities approved by TIFR-TCIS Hyderabad project committee.
2. 40% (Forty percent) of the total order value/contract value certified by TIFR-TCIS Authorized Official against Approvals from required Local/Statutory Authorities against submission of valid documents.
3. 30% (Thirty percent) of the total order value on submission of completion certificate and As Built Drawings and on completion of work certified by TIFR-TCIS Authorized Official.
4. 20% (Twenty percent) of the total order value after Defect Liability Period.

4. TECHNICAL EVALUATION OF BID

EVALUATION OF TECHNICAL BID: The bids received will first be assessed on the techno commercial eligibility criteria and those not meeting the same will be considered as non-responsive, and shall be summarily rejected.

PRESENTATION BY TECHNICALLY QUALIFIED BIDDERS: The bidders meeting techno commercial eligibility criteria will be advised to make power point presentation about their proposals before the selection committee constituted by TIFR Hyderabad. Their presentation shall be evaluated by the committee on following parameters against the maximum marks as shown against each:

S#	Parameter	Marks
1	Financial Strength	10
2	Presentation ie. Conceptual schemes, drawings, planning, execution, etc	40
3	Experience in similar work and performance certificates by previous clients	40
4	Organization structure indicating qualified/experienced Engineers, architects, specialists, etc.	10
Total Marks(M)		100

4.2 Only those bidders, who score a minimum of 65 marks and above, shall qualify for opening of their financial bids.

4.3 EVALUATION OF FINANCIAL BID: The Financial Bid should contain the complete bid document with duly filled in Schedule of Financial Quote as mentioned in Annexure G . The relative positions of marking in the presentation round shall have no role to play in selection of final bidder which shall solely be based on least cost basis. No payment for the presentation will be made. The Technically Qualified Lowest quoted Consultancy fees in Rs. _____ Lumpsum mentioned in Annexure 'G' will be qualified in award of Contract.

The consultancy fees quoted in lump sum shall be inclusive of all applicable taxes (ie. service tax etc) and expenditures (ie. Transportation, stationery, accommodation, etc.) incurred by the consultant on all activities required for commencement/ completion/ occupation of the building as per the stated scope of consultancy in this document.

4.4 **Final Decision Making Authority:** TIFR, Hyderabad reserves the right to accept or reject any application and to annul the selection/appointment process and reject all applications at any time, without assigning any reason or incurring any liability to the applicants.

GENERAL TERMS AND CONDITIONS OF THE TENDER

1. The PART "A" and Part "B" bids are not sealed in separate envelopes the tender will be rejected.
2. The technical bid should not contain any indication of the price.
3. Fax/Email/Telegraphic/Telex Tenders will not be considered.
4. All bidders/firm participating in this tender may visit the TCIS for the pre-bid conference for detailed discussions and clarifications, if any.
5. The bidder should be registered under the Companies Act, 1956 or a registered firm. Registration certificate to be submitted.
6. Validity of Bids: Quotations must be valid for a period of 180 days from the date of opening of financial bid. Bids with the shorter validity period are liable for rejection.

7. There will be no revision in the cost index during the contract tenure where there is delay in time schedule for job completion.
 8. Bidder should provide Acceptance of Scope of work and terms and conditions specified in these tender documents along with technical bid.
 9. Company profile including previous experience. Please attach copies of Work/Purchase Orders, Completion Certificate, etc.
 10. Tenders containing correction, overwriting will not be considered. Late or delayed/Unsolicited quotations/offers shall not be considered. Post tender revisions/corrections will not be considered.
 11. Each page of tender document should be signed by the tenderers with rubber stamp of the firm affixed on each page. Unsigned bid with rubber stamp summarily rejected.
 12. This tender document/form is not transferable. Only the bidder who has submitted the quote shall be entertained to participate further against this tender.
 13. No questions or items in the Annexures shall be left blank or unanswered. Where you have no details or answers to be provided a „NO“ or „NIL“ or „Not Applicable“ statement shall be made as appropriate. Forms with blank columns or unsigned forms will be summarily rejected.
 14. Tenders who do not comply with any of the condition are liable to be rejected.
 15. The Institute shall be under no obligation to accept the non-qualified /lowest or any other tender received in response to this tender notice and shall be entitled to reject any tender without assigning any reason whatsoever.
 16. Rates offered should be mentioned both in figures as well as in words and offer should be typed or legibly handwritten. Over writing is not acceptable. The tender should be valid for a minimum of 180 days from the date of opening of price bid.
 17. Bidder must ensure that the offers must be strictly as per our specifications. At the same time it must be kept in mind that merely copying our specifications in the quotation shall not make the parties eligible for consideration of the quotation.
 18. TIFR-TCIS is exempted from paying of Custom Duty under the notification No.51/96 dated 23.07.1996, Excise Duty under the notification No. 10/97 dated 01.03.1997, for all procurements/supply meant exclusively for Educational, scientific and research purpose. Certificate in this regard shall be issued by TIFR. Whenever the exemption certificate not honored by the authorities, the applicable duty will be paid.
 19. Taxes: TIFR-TCIS does not have any exemption/concession on payment of Sales Tax/VAT and we are not authorized to issue any Sales Tax Form “C” & “D”.
- Deduction of Indian Income Tax Deduction at Source: The Deduction of Indian Income Tax Deduction at source (TDS) will be deducted as per IT Act. The taxes at the time of actual utilization of service etc. will be deducted if applicable any.
20. Please provide TIN no. of the firm along with the CST/WCT No. allotted by the concerned authorities in your quotation.
 21. The Financial Bids of only firm who qualify in the techno commercial bid will be opened on stipulated date and time to be communicated at a later date to the respective firm.
 22. No request for extension of due date will be considered under any circumstances.
 23. In case the date of receipt or opening of tenders is declared a Govt. holiday then the tender will be received/ opened on the next working day at the same time.

24. Bid (or) Modification to bids received after closing date and time shall not be considered. Such modified bid to gather with original bid will be summarily rejected.

25. TIFR-TCIS will not be responsible for the loss of the tender or for delay in postal transit if any.

26. No Agency commission will be paid as per Government of India rules.

27. Delay in Completion/ Liquidated Damage (LD):

a) If the bidder/firm shall fail to deliver the completion of job within the time specified in the contract/purchase order, the purchaser shall recover a penalty from the bidder/firm as liquidated damages @ 0.5% of order value per week will be charged for delayed period subject to a maximum of 10% of order value. System/components/job will be deemed to have been delivered only when all essential component parts are also delivered. If any essential components are not delivered in time the entire system/components/job will be considered as delayed until such parts are delivered.

b) The same rate of penalty shall be applicable for late installation of the equipment/instrument also.

28. If the supplier is not successfully discharging their contractual obligation against the order/contract placed on them by TIFR TCIS within the agreed time limit, (OR) if there is any deficiency in performing such obligation, TIFR TCIS reserves the right to suspend such as supplier from their participation in future as per TIFR TCIS standard terms and conditions.

29. TIFR TCIS reserves the right to place the order for part/reduced quantity than what is specified in the tender.

30. No extra charges shall be paid due to losses caused due to damages done by natural calamity.

31. The bidder should have office at Hyderabad to attend the work/service 24x7.

32. TIFR-TCIS reserves the right to accept or reject any or all prospective applications in full or part thereof without assigning any reason whatsoever.

33. If any information furnished by the agency is found to be incorrect/false at a later stage, the tender will be rejected and the firm will be liable to be debarred from tendering.

34. Corrupt or Fraudulent Practices : TIFR-TCIS requires that the bidders who wish to bid for this project have highest standards of ethics. TIFR-TCIS will reject a bid if it determines that the Bidder recommended for award has engaged in corrupt or fraudulent practices while competing for this contract. TIFR-TCIS may declare a bidder/firm ineligible, either indefinitely or for a stated duration, to be awarded a contract if it at any time determines that the bidder/firm has engaged in corrupt and fraudulent practices during the execution of contract.

35. The tender form along with necessary enclosures duly filled in should be submitted in original on or before the due date and time. Deviation of this condition shall render the tender liable to rejection.

36. Unsealed, conditional/email tenders and tenders without Earnest Money Deposit or not on the prescribed form shall not be entertained.

37. Risk Clause

Notwithstanding the other terms and conditions therein, any additional cost incurred due to the procurement of the product as required for the contract, which are not contract, which are not delivered by the bidder or not as per the specification will be borne by the bidder. The bidder will be liable for any loss which TCIS may sustain by reason of such risk, in addition to penalty.

38. Observance of local laws: Wherever applicable (particularly for Local vendors), the vendor / contractor shall comply with all law, statutory rules & regulations etc. The bidder/ contractor shall obtain all necessary permits / approval from the local Governing Body, Police, and other concerned Authorities as

may be required under law. The bidder /contractor shall pay all types of taxes, fees, license charges, deposits, duties, tolls, royalty or other charges that may be leviable on account of any the operations connected with the execution of this work/ contract.

39. Settlement of Disputes & Arbitration: All matters relating to disputes and difference of opinion shall be settled mutually as far as possible. In case of any interpretational issues arises in this tender, the interpretation/decision of TIFR-TCIS shall be final and binding on the bidder. The arbitration will proceed as per Indian Arbitration Act, 1940, as amended upto date if not settled.

5. LETTER OF TRANSMITTAL

From: (The Applicant Name and Address)

To

The Administrative Officer
Tata Institute of Fundamental Research,
TIFR Centre for Interdisciplinary Sciences,
Plot. No. 21, Gandipet Road, CBIT Post Office (Transit Campus),
Hyderabad - 500 075

Subject: Comprehensive Architectural Consultancy for Expeditious construction of Laboratory Animal Facility made of Pre-fabricated Modular Structures including services and land development for its upcoming TIFR- Hyderabad Campus, (Adjacent to Central University of Hyderabad, Gachibowli), Survey No. 36/P, Gopanpally Village, Serilingampally (Mandal) Ranga Reddy Dist., Hyderabad, Telangana State.

Sir,

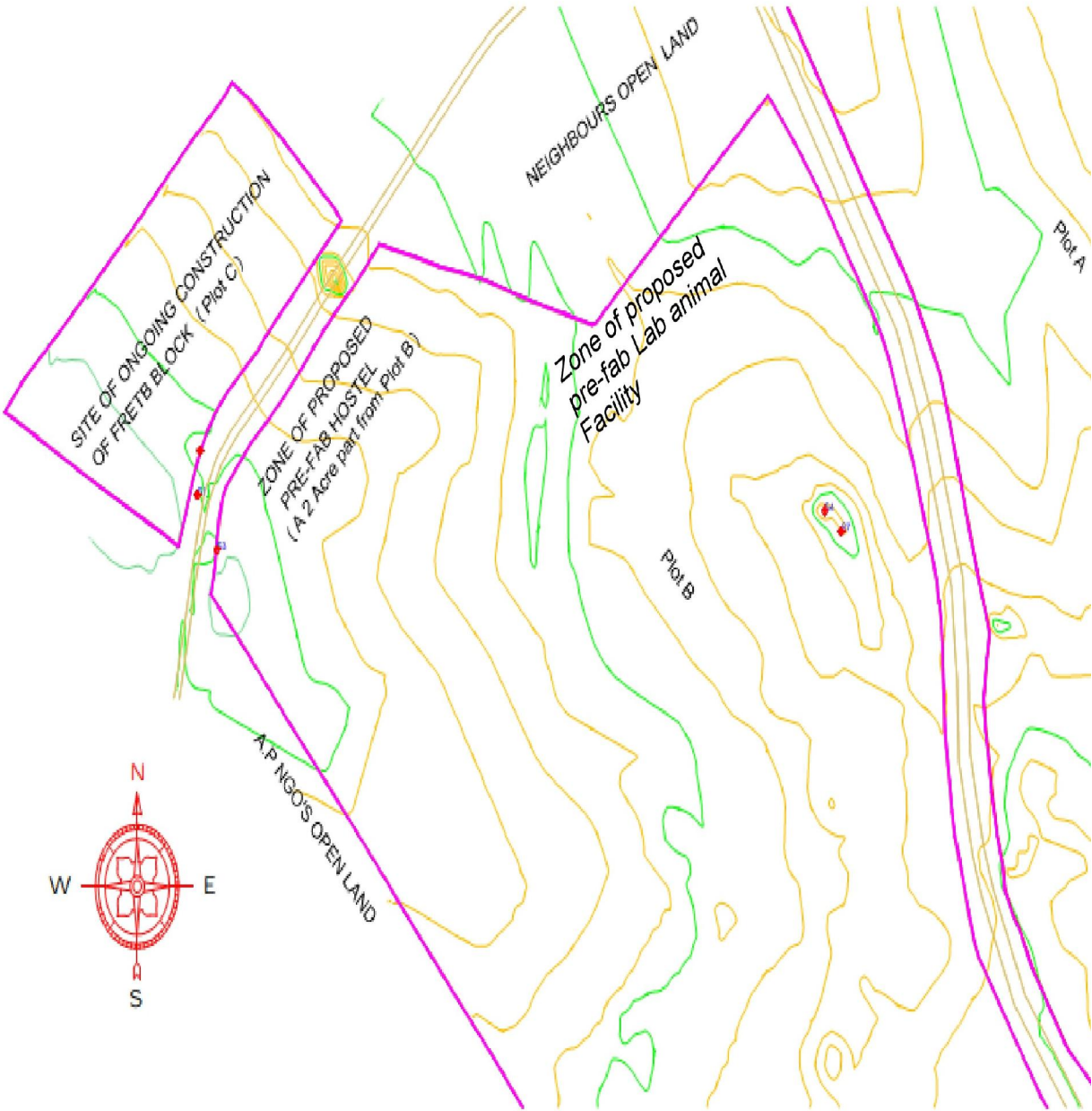
Having examined the details given in tender notice for the above work, I/We hereby submit the requisite documents and other relevant information.

1. I/We hereby certify that all the statements made and information supplied in the enclosed Annexure "A" to "F" and accompanying statements are true and correct.
2. I/We have furnished all information and details necessary for pre-qualification and have no further pertinent information to supply.
3. I/We also authorize TIFR, Hyderabad officials to approach individuals, employers, firms and corporation to verify our competence and general reputation.

Date of submission:

Signature & Seal of Applicant

6. SITE LAYOUT:



ANNEXURE 'A'

FINANCIAL INFORMATION

- I. Financial Analysis** - Details to be furnished duly supported by figures in balance sheet/ profit and loss account for the last five years duly certified by the Chartered Accountant, as submitted by the applicant to the Income Tax Department.

Particulars	Financial Year		
	2014-15	2013-14	2012-13
i) Gross Annual turnover on construction work			
ii) Profit/Loss			
iii) Certified by			

II. Financial arrangements for carrying out the proposed work.

III. The following certificates are to be submitted:

Copies of Profit & Loss account certified by CA with his signature and seal as submitted to Income Tax Department. Latest Solvency Certificate issued by Commercial bank for value of **35Lakhs** to be submitted

Signature of Chartered Accountant with seal

ANNEXURE "B"

**DETAILS OF ALL SIMILAR WORKS COMPLETED IN ALL RESPECTS DURING THE LAST SEVEN YEARS
ENDING 31.03.2015.**

S. No.	Name of work /project and location	Owner or sponsoring organisation	Cost of work Rupees (in Lakhs)	Date of commencement as per contract	Stipulated date of completion	Actual date of completion	Litigation /arbitration pending /in progress with details*	Name & Address / Phone No. of officer to whom reference may be made.	Remarks

* Indicate gross amount claimed and amount awarded by the Arbitrator.

Notes:-

- i) Applicant may submit separate form for giving details of work (completed) for each year to fill up the details as above. Separate sheets if any shall be numbered in sequence.
- ii) The scanned copies of the work orders for each work be submitted. BOQ shall be furnished at a later date on request.
- iii) Certify that the above list of works is complete and no work has been left-out and the information given is correct to my knowledge and belief.

ANNEXURE "C"

DETAILS OF ALL WORKS OF ANY NATURE UNDER EXECUTION OR AWARDED

(No works shall be left out)

Sl. No.	Name of work /project and location	Owner or sponsoring organisation	Cost of work Rupees (in Lakhs)	Date of commencement as per contract	Stipulated date of completion	Up to date percentage progress of work	Slow progresses if any and reasons thereof	Name & Address / Phone No. of officer to whom reference may be made.	Remarks
1	2	3	4	5	6	7	8	9	10

Note:

- i. Applicant may submit separate form for giving details of each project (in progress/awarded) and fill up the details as above. Separate sheets if any shall be numbered in sequence.
- ii. The scanned copies of the work orders for each work be submitted. BOQ shall be furnished at a later date on request.
- iii. Certified that the above list of works is complete and no work has been left-out and the information given is correct to my knowledge and belief
- iv. The copy all works of any nature in hand and awarded shall also be submitted on or before due date. No works shall be left out

ANNEXURE 'D'

**PERFORMANCE REPORT OF WORKS REFERRED TO IN FORM "C" & "D"
(Separate certificate for each work/ Project)**

1. Name of work/Project & Location

2. Agreement No.

3. Estimated Cost

4. Tendered Cost

5. Date of start

6. Date of completion

(i) Stipulated date of completion

(ii) Actual date of completion

(iii) Present position of work, if in progress.

7. Amount of compensation levied for delayed completion, if any.

8. Amount of reduced rate items, if any.

9. Performance Report.

(1)	Quality of work	Very Good/Good/Fair/Poor
(2)	Financial soundness	Very Good/Good/Fair/Poor
(3)	Technical Proficiency	Very Good/Good/Fair/Poor
(4)	Resourcefulness	Very Good/Good/Fair/Poor
(5)	General behaviour	Very Good/Good/Fair/Poor
(6)	Time Consciousness	Very Good/Good/Fair/Poor

Dated:

Signature of Competent Delegated authority with Seal

ANNEXURE 'E'

STRUCTURE & ORGANISATION

- 1 Name & Postal Address of the applicant:
- 2 Telephone No./Telex No./Fax No.
- 3 Legal status of the applicant (Please tick and attach attested copies of original document defining the legal status) (a) An individual; (b) A proprietary firm; (c) A firm in partnership (d) A limited company or Corporation
- 4 Particulars of registration with various Government bodies (to be submitted)

Dept./Organisation & Place of registration	Registration No.
1.	
2.	
3.	
- 5 Names and Titles of Director & Officers with designation proposed to be concerned with this work
- 6 Designation of individuals authorised to act for the organization
- 7 Was the applicant ever required to suspend construction for a period of more than six months continuously after you commenced the construction? If so, give the name of the project and reasons of suspension of work.
- 8 Has the applicant or any constituent partner in case of partnership firm, ever abandoned the awarded work before its completion? If so, give name of the project and reasons for abandonment.
- 9 Has the applicant, or any constituent partner in case of partnership firm, ever been debarred / black listed for tendering in any organization at any time? If so give details.
- 10 Has the applicant, or any constituent partner in case of partnership firm , ever been convicted by a court of law? If so, give details.
- 11 In which fields of Engineering construction the applicant has specialization and interest?
- 12 Any other information considered necessary but not included above.

ANNEXURE "F"

DETAILS OF TECHNICAL & ADMINISTRATIVE PERSONNEL TO BE EMPLOYED FOR THIS WORK

S. No.	Name	Designation	Qualifications	Professional experience and details of work carried out	How these would be involved in this work	Remarks
1	2	3	4	5	6	7

6. Annexure G

FINANCIAL BID FORMAT

S.No.	Schedule of Consultancy	Consultancy fees in Rs. (in lump sum)
1	Comprehensive Architectural Consultancy for Expeditious construction of Laboratory Animal Facility made of Pre-fabricated Modular Structures including services and land development inclusive of all applicable taxes (i.e. Service tax etc.) and expenditures (i.e. Transportation, Stationary, accommodation etc. incurred by the consultant for its upcoming TIFR- Hyderabad Campus.	

Total in Rs.

(Rupees (in words) _____

_____ Only)

Seal of consultant

Signature of the consultant

Place:

Date:

Note: The Technically Qualified Lowest quoted Consultancy fees in Rs._____ Lumpsum will be qualified in award of Contract.

**Annexure - "H"
(Price Breakup)**

S.No	Description	Approx. carpet area of Unit (Sft.)	Qty. (Nos.) (Sft.)	Total (Sft.)	Rate Per Sft.
1	Small laboratory animal room	180	9	1620	
2	Small laboratory animal room	80	3	240	
3	Quarantine room	150	1	150	
4	Animal behaviour room	150	2	300	
5	Cage washing room	500 (approx.)	1	500	
6	Cage storage and preparation room	500 (approx.)	1	500	
7	Bedding storage room	150	1	150	
8	Feed storage room	150	1	150	
9	Clean cage storage room	100	1	100	
10	Male attendant room with toilet and shower	250	1	250	
11	Female attendant room with toilet and shower	150	1	150	
12	He-change area with personal locker	100	1	100	
13	She-change area with personal locker	100	1	100	
14	Procedure room (separate surgery, cell culture and X-ray irradiation room)	500	1	500	
15	Small procedure room	70	2	140	
16	Daily consumable storage	100	1	100	
17	Molecular biology room	150	1	150	
18	Carcass storage & histopathology room	120	1	120	
19	Storage room for cleaning stuffs (disinfectant, mob, etc.)	100	1	100	
20	Male and female toilet with hand wash	100	1	100	
21	Animal house in-charge room	150	1	150	
22	Assistant/manager	100	1	100	
23	Main animal house entrance with air-shower	350	1	350	
24	Animal receiving room	100		100	
25	Laundry Area (Washing Machine, Dry area, Iron boards)	100	1	100	
26	Water/coffee/ recreation room	100	1	100	
27	Common space (corridor, toilets, etc)	1500		1500	
	Total			7920	
28	Development of Land including fencing, landscaping, internal roads, STP, Sump well, street & outdoor lighting, electrical substation, transformer, DG shed etc.	Less than an acre	1	Rate Per Acre	

Note : 1. The Rate Per SFT for Sl.No 1 to 27 and Rate Per Acre for Sl.No 28 should be quoted by the bidder all above for breakup purpose only.

2. The Technically Qualified Lowest quoted Consultancy fees in Rs. _____
Lumpsum as per Annexure "G" will be qualified in award of Contract.

Seal of consultant

Signature of the consultant

Place:

Date: