

DISTRICT VOCATIONAL EDUCATION & TRAINING
OFFICER YAVATMAL

**(Member Of IMC Of ITI Darwha, Digras, Ner, Babhulgaon
Kalamb, Arni, Gunj, Umarched, Ghatanji, Ralegaon, Maregaon ,
Zari- Jamni, Pusad, Dist.Yavatmal)**

**Request for Proposal for Appointment of Construction
Consultant**

TENDER DOCUMENT

Address for Communication

District Vocational Education & Training Officer,
c/o Govt Technical High school
Gondhani Road Yavatmal Dist.Yavatmal-445001
Email Id- dveto.yavatmal@dvet.gov.in

DISTRICT VOCATIONAL EDUCATION & TRAINING OFFICER
YAVATMAL

**(Member Of IMC Of ITI Darwaha, Digras, Ner, Babhulgaon Kalamb, Arni, Gunj,
Umarkhed, Ghatanji ,Ralegaon, Maregaon , Zari- Jamni, Pusad, Dist.Yavatmal)**

TENDER NOTIFICATION FOR APPOINTMENT OF CONSTRUCTION CONSULTANT

TENDER NOTICE

The District Vocational Education & Training Officer on behalf of IMC of ITI's in Yavatmal District invites Technical and commercial bids from eligible individuals/firms to be appointed as Construction consultants for various construction work at different Government Industrial Institutes in Yavatmal Districts.

1	Date Of commencement of issue of Tender Documents	1-7-2023 to 09-07-2023
2	Last Date & Time For Submission of Bid Documents	10-07-2023 at 15.30 hrs.
3	Date & Time of Opening of Technical bid	11-07-2023 at 12 hrs
4	Date & Time of Opening of Financial Bid	13-07-2023 12.00 hrs
5	Cost of Tender Form EMD Amount	NIL
6	Venue of Pre bid Conference, place of issue & acceptance of bid document, opening of tenders & address for communication	District Vocational Education & Training Officer c/o Govt Technical Highschool Godhani Road Yavatmal

Note:-

1. Other instructions Can be seen in the tender in tender documents including tender form available at <https://amravati.dvet.gov.in/yavatmal-home/> and also at this office free of cost during office hours.
2. All or any one of the tender may be rejected by the competent authority.

**District Vocational Education & Training Officer
c/o Govt Technical Highschool Godhani
Road Yavatmal Dist.Yavatmal**

Guidelines

SECTION – I

INSTRUCTIONS TO THE BIDDERS

Introduction

District Vocational Education & Training Officer as a Member of all IMC's of ITI's in Yavatmal District as a representative of Director of Vocational Education & Training Maharashtra state, Mumbai has been authorized to appoint a **Construction Consultant** for Various types of Construction Work at different Govt. ITI's Under PPP in Yavatmal District.

Under PPP Scheme IMC is Constituted to Carry out Various Upgradation & Development work of Industrial Training Institutes. Also, IMC can Construct new buildings, repair and renovate old Buildings as per the requirements of ITI.

Construction work is proposed at following ITI's.

Sr. No.	Location Of ITI	Taluka	District	Remark
1	ITI DARWHA	DARWHA	YAVATMAL	
2	ITI NER	NER		
3	ITI DIGRAS	DIGRAS		
4	ITI BABHULGAON	BABHULGAON		
5	ITI KALAMB	KALAMB		
6	ITI ARNI	ARNI		
7	ITI GUNJ	MAHAGAON		
8	ITI UMARKHED	UMARKHED		
9	ITI GHATANJI	GHATANJI		
10	ITI RALEGAON	RALEGAON		
11	ITI MAREGAON	MAREGAON		
12	ITI ZARI - JAMNI	ZARI - JAMNI		
13	ITI PUSAD	PUSAD		

Right is reserved by IMC to change or cancel location.

SECTION – II

(A) Eligible Bidder

1) Eligibility Construction Consultant :-

- 1) Construction Consultant Should Posses Degree in Civil Engineering or equivalent from recognized University.
- 2) Should have minimum 10 Years of Experience in Construction of buildings particularly of PWD / LPWD
- 3) Should have office in Yavatmal district.
- 4) The Evaluation of technical bids is strictly based on eligibility criteria on Construction Consultant should give all necessary information regarding their experience, projects executed etc.
- 4) If the firm /individual is enlisted / empanelled with any of the Govt. departments/Govt. Organizations, the proof shall be furnished with attested copies of certificates/testimonials issued by such organizations.
- 6) The Construction Consultant firm should provide the Company Profile, Technical Persons list, Office Address, Telephone Nos.etc. details along with application as per availability.

2) Cost of Bidding :-

The bidder shall bear all costs associated with the preparation and submission of its bid.

(B) Tender Document

3) Contents of Bidding Document: -

3.1 The tender documents for appointment of Construction Consultant contained the followings,

1. Tender Notification
2. Instructions to Bidders
3. Technical Bid Form (Annexure-I)
4. Financial bid Form (Annexure – II)

3.2 The Bidder is expected to examine all instructions, annexures terms and specifications in the Bidding Documents. Failure to furnish all or any information required or submission of Bid not substantially responsive every respect or incomplete bid document will result in rejection of Bid.

4) Amendment of Bidding Documents :-

4.1 At any time prior to the deadline for submission of Bids, the competent authority may, for any reason, whether at its own initiative or in response to a Clarification requested by a prospective Bidder, may modify the Bidding Documents by amendment. The amendment will be notified in Writing to all prospective Bidders who have received the Bidding Documents and will be binding on them. In order to allow prospective Bidders reasonable time in which to take the amendment into account in preparing their bid, the society may, at its discretion, extend the deadline for the submission of bids.

5) Preparation Of Tender :-

Language of Bid :- The Bid Prepared by the Bidder and all Correspondence and documents relating to the bid exchanged by the Bidder and the Society, Shall be Written in English Only.

6) Documents Comprising the Bid :-

Available Online <https://amravati.dvet.gov.in/yavatmal-home/>

And also available at the office of District Vocational Education and Training officer, Godhani Road Yavatmal during office hours.

7) First Envelope Shall contain :-

- i. The technical Bid form as per annexure-I
- ii. Attested copies of documents of all particulars showing that the bidder has the Financial, Technical and Service capability necessary to perform the contract and meet criteria outlined in the qualification requirements. Bidder Shall submit all Documents mentioned technical bid form.
- iii. Attested photocopies showing the legal status, place of registration and principal place of business of the firm/ company.
- iv. GST Registration certificate.
- v. Details of Award received.
- vi. List of Works executed as Construction Consultant with certificate and Testimonials issued by the user departments / Company / Organizations.
- vii. List of technical personnel available in firm/ company.

8. The Second Envelope (Price Schedule) Shall Contain

8.1 Price schedule: The Bidder Shall Complete Price Schedule as in annexure II.

8.2 Bidders shall quote rates in percentage basis on total cost of the project (both in words and figures)

8.3 Tender Copy to be Signed on each page by bidder.

9. E.M.D (Earnest Money Deposit) :- NIL

10. Format and Signing of Bid :-

10.1 The Bidder Shall Prepare the bid , clearly marking each document appropriately with signature. Unsigned bid will be rejected as non-responsive.

10.2 Submission of Tenders –

The bidder shall submit the Envelopes in the following manner.

- **First Envelope** Which is Sealed and shall Contain a set of Certified or self – attested documents as mentioned above and shall be super scribed as “Technical Bid for appointment of Construction Consultant.
- **Second Envelope** Which is sealed and shall contain document as per the details mentioned above and shall be supper scribed as “Commercial Bid for appointment of Construction Consultant.” The rate quoted in the price schedule shall be -----% + GST as applicable (All other taxes shall inclusive in the fees quoted).

11. Mode of Submission of bids.

- By Post / By Hand

Address :- District Vocational Education & Training Officer c/o Govt. Technical Highschool Godhani Road Yavatmal Dist. Yavatmal. 445001

12. Number of Proposals

Each Bidder Shall Submit only one proposal in response to this Tender document. Any Bidder, who submits or participates in more than one Proposal, shall be disqualified and shall also cause disqualification of all the proposals in which such Bidder has participated.

13. Deadline for Submission of Bids

As per tender notice

14. Late Bids

14.1 Any Bid Submitted by the bidder after the deadline for submission of bids prescribed by the society will be rejected and/or returned unopened to the Bidder.

15. Opening of Bids. The authority will open the First Technical Envelope of the bidder in Presence of Bidders representatives who choose to attend, at 12.00 hrs on specified Date in tender notice at the office of District Vocational Education & Training Officer, Yavatmal.

15.1 The Bidders or representatives who are present shall sign a register evidencing their attendance at the time of opening of bids.

15.2 Second Envelope of the Unqualified bidders will not be opened under any circumstances.

15.3 Bids that are not opened shall not be considered for evaluation, irrespective of the circumstances.

16. Clarification of Bids

16.1 During Evaluation of Bids, the authority may, at its discretion, as the Bidder for clarification if required. The request for clarification and the response shall be in writing and no change in prices or substances of the Bid shall be sought, offered or permitted.

SECTION – III

Duties and responsibilities of Construction Consultant are as Follows

1. Preparation of tender document for Construction

Tender Documents are prepared And the Hard Copies of these Documents should be supplied to the Secretary of the respective IMC as per the requirement.

The Construction Consultant shall prepare tender documents (Volume 1 & 2) for approval, which shall consist of following items.

- a) Preparing Invitation to tender of Works
- b) Instructions Tenderer
- c) General Conditions of Contract
- d) Forms of Tender Appendix to Tender, and Tender Guarantee
- e) Bill of Quantities
- f) Forms of Performance Guarantee, and Bank Guarantee
- g) Technical specifications for the execution of works
- h) Machinery and manpower requirement
- i) QAP for Construction
- j) Drawings of buildings and other infrastructure works.
- k) Special Conditions for works.

A Hard Copy of tender document along with plan and estimate shall be submitted for each project.

2. Preparation of Documents on qualification of Contractors.

The Construction Consultant shall prepare Technical requirement qualification and evaluation criterion for Contractors. This document shall be prepared well before finalization of tender documents.

3. Evaluation of Work tenders

The Construction Consultant shall Assist IMC of ITI in evaluation of the Technical and financial tenders for the selection of a contractor for the works and shall also assist IMC of ITI in negotiations with Contractor.

4. Project Reports and Drawings.

The Construction Consultant shall prepare Followings

- i. Preliminary reports of topography survey, soil investigation layout plans if required.
- ii. All detailed structural designs and specifications. Detailed drawings necessary for smooth and Comprehensive execution of Construction of buildings. Reports and presentations required at intermediate stages to get new proposals approved by concerned authorities.
- iii. Bill of quantities, cost estimates as per current market rates to be prepared and update of economic evaluation for each project separately.
- iv. Reports of all field investigations and other data collected during the study and recommendations. The construction Consultant shall make all necessary modifications required to suit actual site conditions, particularly with reference to services and utilities. The construction Consultant shall also prepare as- Built drawings on Completion of construction and submit the same to the IMC OF ITI within 30 days of completion.

5. Design Criteria for Prospective bidders

Design criteria shall be prepared to the prospective tenderers on an acceptable engineering design and construction methods. It is the responsibility of Construction Consultant to ensure that enough details are furnished in the Tender documents to avoid ambiguities during tendering and to eliminate possibilities of extra claims during execution.

6. Detailed Cost Estimate

Detailed Cost Estimates of Building shall be prepared for guidance of the Contractor. The Construction Consultant shall study the proposed site, especially tough sites comprising pits and burrows, rocky, sloppy etc. Necessary provision shall be made in the BOQ (Estimates) before inviting tenders. The estimate proposed shall not under any circumstances vary 5% either way on execution. If exceeds above level, the Construction Consultant is responsible for such variation and liable for explanation and penalty.

7. Technical Specifications

- a. Standard Technical Specifications, Construction Methodologies quality assurance system required to be Followed by Design standards and to be built by the contractor shall clearly brought out in the Tender Documents.
- b. Required aesthetics, environment management shall also be brought out.

8. Responsibilities of Construction Consultant

- a) The Construction Consultant shall attend all review meetings Conducted by IMC from time to time without any extra Cost and shall also available immediately for any clarifications.
- b) The Construction Consultant shall Prepare as built drawings after completion of projects highlighting change in design, specification and location if any.
- c) The Construction Consultant shall indicate actual area built and issue structural soundness certificate by owning all responsibilities and to be signed by the Head of Institution who is signatory to the agreement.

9. Supervision During Construction

- a. The Construction Consultant is responsible for any fault in design and quality of work.
- b. The Construction Consultant shall familiarize themselves with local environmental conditions, availability of local materials and take them into account while preparing estimate.
- c. The Construction Consultant has to supervise day to day Construction activity.

10. It is the responsibility of the Construction consultant to Contact Local authorities like District Vocational Education & Training Officer, Electrical Companies, Revenue Authorities, Local bodies etc. for any need for the projects.

11. The Construction consultant shall issue layout plan, Structural drawings up to plinth level and sump tank drawings at the time of handing over of site to Construction agency without fail.

12. After issuing initial drawings, other drawings such as roof electrical and joinery drawings are to be issued within 20 days of handing over the site.

13. All infrastructure and PHE drawings are to be issued within 60 days of handing over site.

14. Any delay at any stage beyond 15 days will attract penalty at 5 % of total Construction Consultant Charge payable on that project.

15. If the buildings are collapsed for faulty design or poor quality of execution Construction Consultant are fully responsible for this act. In such cases suitable penalty and claims towards losses due to above facts,

including human losses will be imposed on Construction Consultant after evaluation of detailed loss occurred.

16. All materials Tests specified are to be carried out by Construction Consultant only. Samples to be Procured Passionately and got tested in its laboratory.
17. Periodical reports such as fortnightly site engineers report, monthly report shall be submitted invariably to the IMC OF ITI regarding quality and progress of works within next week of proceeding fortnight and within 5 th after completion of a month for which progress report is due.
18. The Construction Consultant is empowered to give directions to the Construction agency to stop the work is improper and of inferior quality under intimation to the society. The Construction Consultant at the same time is also responsible for timely progress of work.
19. The Construction Consultant has to obtain prior approval of **the IMC OF ITI** before issue of any directions to the constructing agency which involves cost or to stop the work for any other than quality issues.
20. If Government of Maharashtra or **IMC OF ITI** Convenes meeting regarding technical subject including progress etc. Construction Consultant Shall attend the meeting without fail.
21. If any higher officer visits project location during contract period, a responsible convened engineer from Construction Consultant side has to accompany the officer.
22. All documents pertaining to the construction including tender documents, drawings periodical bills, progress reports, final bill etc. are to be signed by the authorized person only. However the final Documents of the ITI buildings are to be submitted with the approval and signature of the signatory to agreement.
23. Construction Consultant should have an experience in e-tender process adopted by Govt. of Maharashtra for e-tendering and related works.
24. Measurement shall be prepared on electronic spread sheet and Construction Consultant Shall adhere to the instructions of the society.
25. The existing Construction Consultant with **IMC OF ITI** are eligible to apply.
26. Approval of Drawings by local municipal authorities or any other such department is part of Construction Consultant scope of work.
27. Construction Consultant should get approval to R.A. Bill of Contractor from Work Management committee of IMC OF ITI.

Annexure -I

DISTRICT VOCATIONAL EDUCATION & TRAINING OFFICER YAVATMAL

(Member Of IMC Of ITI Darwaha, Digras, Ner, Babhulgaon Kalamb, Arni, Gunj, Umarkedh, Ghatanji, Ralegaon, Maregaon , Zari- Jamni, Pusad, Dist.Yavatmal)

TENDER FORM FOR APPOINTMENT OF CONSTRUCTION CONSULTANTS

TENDER FORM (TECHNICAL BID)

TO,

The District Vocational Education and Training Officer
Yavatmal

In response to your advertisement No. dt

We are furnishing following details of "Technical Bid".

Sl. No.	Description	
1	Name of the firm/Proprietor/company	
2	Constitution of the firm/Company (Whether limited company/partnership/Individual)	
3	Office Address	
4	E-mail ID	
5	Contact Number	
6	Registration particulars (enclose copy of registration)	
7	Name of the Civil Engineer (will work as a consultant)	
8	Educational qualification (enclose copy of certificates)	
9	Experience (enclose copy of certificates)	
10	Details of similar work executed as a consultant (enclose copy of certificates) (attach separate sheet if requires)	
11	Details of office infrastructure available	
12	GST registration no. (enclose copy of certificate)	
13	PAN (enclose copy of certificate)	

All the information furnished by us are true and correct to the best of my knowledge.

Name and signature of the applicant with seal

List of documents enclosed: -

Annexure -II

DISTRICT VOCATIONAL EDUCATION & TRAINING OFFICER YAVATMAL

(Member of IMC Of ITI Darwha, Digras, Ner, Babhulgaon Kalamb, Arni, Gunj, Umarkhed,
Ghatanji, Ralegaon, Maregaon, Zari- Jamni, Pusad, Dist.Yavatmal)

APPLICATION FOR APPOINTMENT OF CONSTRUCTION CONSULTANT

FINANCIAL BID

TO,

The District Vocational Education and Training Officer
Yavatmal

In response to your advertisement No. dt

We are furnishing following details of "Technical Bid".

1. Name of firm/Individual:
2. Address :
3. Contact No. :
4. Email ID :

Scope of work cum Financial Bid

Services	Offered Rates (Read note)
Construction consultant as per tender documents	In Figure: In Words :

Note:-

- 1.Rates should be offered in percentage basis on total cost of project exclusive of GST
2. Percentage is to be written both in figures and words if variation occurs in figures and words the value written in words would be considered.
3. GST will be paid extra to the consultant as per prevailing govt rules.

Certification:

1. If our tender is accepted, we hereby under take to abide the stipulated terms and conditions of the tender.
2. We agree to abide all the conditions of tender if the award is made to us and in executing the above contract we will strictly observe the laws against fraud and corruption.

Date:

Name ,Signature and Seal of the Bidder