

Basic Details			
Organisation Chain	Department of Pharmaceuticals National Institute of Pharmaceutical Education and Research (NIPER) Guwahati		
Tender Reference Number	NIPER-G/SnP/206 W/EoI PMC/25-26/368		
Tender ID	2026_MCF_829254_1		
Tender Type	EOI	Form of contract	EOI
Tender Category	Services	No. of Covers	2
Payment Mode	Not Applicable	Is Multi Currency Allowed For BOQ	No
Is Multi Currency Allowed For Fee	No		

Cover Details, No. Of Covers - 2			
Cover No	Cover	Document Type	Description
1	Fee/PreQual/Technical	.pdf	Technical Bid
2	Finance	.xls	Financial Bid

Tender Fee Details, [Total Fee in ₹ * - 0.00]				EMD Fee Details			
Tender Fee in ₹	0.00			EMD Amount in ₹	0.00	EMD Exemption Allowed	NA
Fee Payable To	NA	Fee Payable At	NA	EMD Fee Type	NA	EMD Percentage	NA
Tender Fee Exemption Allowed	NA			EMD Payable To	NA	EMD Payable At	NA

Work /Item(s)					
Title	EoI for Engagement of Project Management Consultant for Construction of Administrative Building with Furniture as Turnkey Project EPC Mode at NIPER-Guwahati				
Work Description	EoI for Engagement of Project Management Consultant for Construction of Administrative Building with Furniture as Turnkey Project EPC Mode at NIPER-Guwahati				
Pre Qualification Details	Please refer Tender documents.				
Tender Value in ₹	1	Product Category	Consultancy Services	Sub category	Engagement of Project Management Consultant
Contract Type	Tender	Bid Validity(Days)	120	Period Of Work(Days)	365
Location	NIPER-Guwahati, Changsari	Pincode	781101	Pre Bid Meeting Place	NA
Pre Bid Meeting Address	NA	Pre Bid Meeting Date	NA	Bid Opening Place	NIPER-Guwahati, Changsari

Critical Dates			
Publish Date	13-Feb-2026 05:10 PM	Bid Opening Date	23-Feb-2026 02:30 PM
Document Download / Sale Start Date	13-Feb-2026 05:10 PM	Document Download / Sale End Date	23-Feb-2026 02:00 PM
Clarification Start Date	NA	Clarification End Date	NA
Bid Submission Start Date	13-Feb-2026 05:10 PM	Bid Submission End Date	23-Feb-2026 02:00 PM

Tender Documents				
NIT Document	S.No	Document Name	Description	Document Size (in KB)
	1	Tendernotice_1.pdf	EoI for Engagement of Project Management Consultant for Construction of Administrative Building with Furniture as Turnkey Project EPC Mode at NIPER-Guwahati	33479.08
Work Item Documents	S.No	Document Type	Document Name	Description
	1	Tender Documents	EoI PMC.pdf	EoI for Engagement of Project Management Consultant for Construction of Administrative Building with Furniture as Turnkey Project EPC Mode at NIPER-Guwahati

Tender Inviting Authority

Name	Director, NIPER-Guwahati
Address	NIPER-Guwahati, SilaKatamur, Halugurisuk, Changsari, Kamrup, Assam-781101

Tender Creator Details

Created By	Gitartha Goswami
Designation	Assistant Registrar
Created Date	13-Feb-2026 05:01 PM



EXPRESSION OF INTEREST (Eoi) through CPPP (e-publishing)

FOR

**ENGAGEMENT OF PROJECT MANAGEMENT CONSULTANT (PMC) FOR
CONSTRUCTION OF ADMINISTRATIVE BUILDING (G+1) WITH FURNITURE AS
A TURNKEY PROJECT (EPC MODE) AT NATIONAL INSTITUTE OF
PHARMACEUTICAL EDUCATION & RESEARCH (NIPER) GUWAHATI, ASSAM**

No. NIPER-G/S&P/206 (W)/Eoi-PMC/2025-26/.....³⁶⁸

Date: 13/02/2026

*NATIONAL INSTITUTE OF PHARMACEUTICAL EDUCATION AND RESEARCH GUWAHATI
Department of Pharmaceuticals, Ministry of Chemicals and Fertilizers, Government of India
SilaKatamur, Halugurisuk, Changsari, Kamrup, Assam-781101, India*

For all tender related enquiry:

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1.0 Preamble

1.1 Vision: To be an institution of excellence in promoting high standard pharmaceutical education & research through the dissemination of knowledge for the ultimate benefit of society and pharmaceutical industries.

At present, NIPER offers postgraduate and doctoral research programmes in Pharmacology and Toxicology, Pharmacy Practice, Biotechnology, Pharmaceutics, Pharmaceutical Analysis, Medicinal Chemistry, Pharmaceutical Technology (Formulations), Medical Devices and Biopharmaceuticals. The management of NIPER provides encouragement to faculty to pursue sponsored research of high relevance to pharma industry and offer industrial consultancy services to further strengthen the bonds with pharmaceutical industry from Northeastern and other regions.

1.1.1 Brief History

ABOUT NIPER-GUWAHATI

NIPER-Guwahati is the fifth institution to be included in the list of premier institutes under the Department of pharmaceuticals, ministry of chemicals and fertilizers, government of India. NIPER-Guwahati started functioning since 2008. This institute is a premier institute in the northeast region of our country for providing high quality education and research in pharmaceutical sciences.

It is also a place where knowledge in science and education stimulates technological innovation to inspire the student's community to pursue scientific or industrial careers under the national mission of Make in India and others.

1.1.2 It is proposed to engage a Project Management Consultant (PMC) to manage all the activities involved in the project like **planning and execution of development & construction works as turnkey project under EPC mode**. The scope of work of PMC includes providing **planning, design and drawing related to RCC framing, structural, plumbing & sanitary, waste disposal, furniture & furnishing, electrical including lighting etc., mechanical, fire, air conditioning, telephone conduits, internal road, external sewerage, water supply, overhead tank, water drain etc., taking approvals from Local Authority & other allied services etc. along with managing execution of works by appointing contractors through competitive bidding system.**

1.1.3 The region is in seismic Zone-V making the entire region prone to earthquakes of moderate to very high intensity.

1.1.4 The built-up area of the proposed Administrative Building will be approximately **1050 Sq.Mts** which includes all services, furniture and furnishings, equipment and external development works etc. required to make the building fully functional.

1.1.5 To fulfill these objectives, it is proposed to engage a Project Management Consultant (PMC) to manage all the activities involved in the project like planning and execution of the development and construction works of Proposed Administrative Building along with external services and land development work. The scope of PMC services will include scrutiny of planning, design, drawings and estimates etc. along with managing the execution of works as per Centre/State Government norms.

In addition to the above, PMC is required to provide inputs for planning and designing specialized services/utilities for the proposed **Administrative Building** as per standard engineering practices, waste management, energy efficiency & other allied services etc. along with obtaining statutory approvals, if any.

PMC should also have expertise in contemporary building construction that allows longer clear spans, thinner slabs, fewer beams and more slender structural elements in order to minimize overall building height/ floor-to-floor height by adopting latest technology like Post-tensioning or any advanced methodology that allows a significant reduction in building weight versus a conventional concrete building so as to reduce the foundation & seismic loads, and considerable savings in mechanical systems and façade costs.

1.1.6 PMC will prepare various design & estimates, supervise the executions and perform other duties as stated in the terms & conditions. PMC will obtain all necessary clearances from various statutory authorities like State Pollution Control board, Municipal Board, Urban Development Authority, Electricity suppliers, health, forest, airport authorities as applicable for electricity service connection & NOC for construction etc. on behalf of NIPERG.

2. Critical Dates

DATE & TIME OF SUBMISSION:

- EoI (TECHNICAL AND FINANCIAL IN SEPARATE SEALED COVERS) is hereby invited by the undersigned, on behalf of Director, NIPER Guwahati from Potential, experienced reputed Central/State Govt. PSUs and other Govt. Enterprises so as to reach in this office on or before **23rd February 2026 up to 2:00pm** and the bids (TECHNICAL ONLY) shall be opened on the same day at 2:30pm in Stores and Purchase Department, NIPER Guwahati by the Tender Opening Committee.
- The signed TECHNICAL AND COMMERCIAL BIDS should be kept in separate sealed covers with a mention of "Technical Bid" and "Commercial Bid", which shall be submitted in a big sealed cover superscribed with "**EoI under Ref. No. NIPER-G/S&P/206 (W)/EoI-PMC/2025-26/...368**..... dated 13/02/2026 for "ENGAGEMENT OF PROJECT MANAGEMENT CONSULTANT FOR CONSTRUCTION OF ADMINISTRATIVE BUILDING (G+1) WITH FURNITURE AS TURNKEY PROJECT (EPC MODE) AT NATIONAL INSTITUTE OF PHARMACEUTICAL EDUCATION & RESEARCH (NIPER)-GUWAHATI, ASSAM" and addressed to the Director, National Institute of Pharmaceutical

Education and Research (NIPER) Guwahati, Sila Katamur, Halugurisuk, Changsari, Kamrup, Assam-781101, INDIA.

- Each complete set of bidding documents may be downloaded by the bidders from the CPP portal or NIPER- Guwahati website <http://niperguwahati.ac.in> free of cost.
- Bids will be opened in the presence of Bidders' authorized representatives who choose to attend at the specified date and time. In the event of the date specified for bid receipt and opening being declared as a closed holiday for purchaser's office, the due date for submission of bids and opening of bids will be the following working day.
- **The prospective bidders are expected to ensure the work/site requirement before submitting their EoI proposals. They must plan their visit, if any, during the office hours only.**

3. SCOPE OF WORK: CONSTRUCTION OF ADMINISTRATIVE BUILDING (G+1) WITH FURNITURE AS TURNKEY PROJECT (EPC MODE) AT NIPER-GUWAHATI, CHANGSARI, KAMRUP, ASSAM.

The scope of works/services for this Expression of Interest (EoI) is to manage and control all aspects of the Project Execution on behalf of NIPER-Guwahati.

3.1 Details of Work

NIPER-Guwahati proposes to construct its Administrative Building located in NIPER-Guwahati campus at SilaKatamur, Halugurisuk, Changsari, Kamrup, Assam. The total built up area works out to 1050 SQMs approximately.

3.1.1 Conceptual Brief

A site brief will be provided by NIPER-Guwahati; however, this site brief shall serve as reference only and PMC may submit conceptual design and plan based on current scheduled government rates and site survey. The winning bidder is responsible for the accuracy and applicability of all data.

Prospective bidders may introduce an entirely new concept subject to the design parameters, performance standards and space requirements set by this EoI.

3.1.2 Location:

The proposed building will be constructed at NIPER-Guwahati campus at SilaKatamur, Halugurisuk, Changsari, Kamrup, Assam.

3.1.3 Project Description

The project is to be implemented in two (2) stages, namely the design stage and construction stage. In the design stage, the contractor shall be required to prepare and submit design plans that are compliant with the design parameters and performance specifications set by this EoI. The construction stage shall commence after all clearances and/or permits from NIPER-Guwahati are issued to the contractor.

Prospective bidders shall be required to submit a construction schedule incorporating the above-mentioned arrangement.

The design shall be prepared to meet applicable requirements of the following Laws, Codes and Standards:

- a) National Building Code of India and its referral Codes including the Green Building Code;
- b) Comprehensive Fire Code as per the State Regulations or Municipal By-Laws;
- c) Occupational Safety and Health Standards;
- d) Other laws and regulations covering environmental concerns and regulations.

In cases where there are conflicts in the provisions of the above-mentioned Laws, Codes and Standards, the most stringent provision shall apply.

3.1.4 Design Parameters and Performance Standards

The design parameters and performance standards are required to ensure that all aspects in the design and construction stages attain minimal impact to the environment while providing NIPER-Guwahati with a building that is resilient, of high standards and in harmony with its surroundings.

a) Design Parameters:

i. Site Analysis.

A detailed site analysis shall be conducted for the purpose of analysis, recording and evaluating information on the site and its surroundings. The result of the analysis shall be used in the design process.

The analysis shall include:

- Building Orientation;
- Wind Direction;
- Soil Type and Condition;
- Topography;
- Vegetation and Natural Features;
- Precipitation & Hydrology;
- Surrounding land uses & buildings;
- Prominent Vision lines / Visual linkages; and
- Locally available resources

ii. Site Planning

This parameter shall be incorporated during the design of the building and shall include:

- Shape, size and orientation of the area where the building will be built;
- Levels and contours of the area and its surroundings;
- Height of existing buildings and their surroundings;
- Open spaces surrounding the property

- Natural or man-made structures
- Trees within and surrounding area
- Street including drainages and utility poles
- Movement system through and around the site

iii. **Building Envelope:** This involves using exterior wall materials and designs that are climate-appropriate, structurally sound and aesthetically pleasing.

- Support (Resistance to and transfer of structural and dynamic loads)
- Control (Control of air, water and heat flow)
- Finish (Desired aesthetics on the inside and outside of the building)

iv. **Engineering and Architectural Parameters:**

Design of the building shall be responsive to economic, environmental, and cultural conditions through the following:

- **Building Height and Massing:** Height of the building in relation to its overall configuration.
- **Space Planning:** Office, Storerooms and equipment Space as per institute requirement shall be addressed. Special attention should be paid to the selection of interior finishes and art facilities, particularly in entry spaces and other areas with public access.
- **Functional/Operational Planning:** The building design must consider the integrated requirements of NIPER-Guwahati. This includes the desired image, degree of public access, operating hours, growth demands, security issues and vulnerability assessment results, organization size and group assembly requirements, electronic equipment and technology requirements, acoustic requirements, special floor loading and filing/storage requirements, special utility services, any material handling or operational process flows, special health hazards, use of vehicles and economic objectives.
- **Flexibility:** The building must easily and economically accommodate frequent renovation and alteration. These modifications may be due to management reorganization, personnel shifts or the advent of technological innovation, but the building infrastructure, interior systems and furnishings must be up to the challenge.
- **Employee Productivity:** Employee satisfaction, health and comfort are of primary concern. Strategies such as excellent indoor air quality, access to windows and views, opportunities for interaction and natural light are some of the factors that contribute to improved workplace that are important to the health and psychological well-being of the occupants. Special consideration must be given to noise control in open office settings, with absorptive finish materials, masking white noise.
- **Technical Connectivity:** The building shall be planned to have a well distributed, robust and flexible IT infrastructure. All technological systems such as audio/visual systems, speaker systems, internet access, Local Area Networks (LAN) / Wide-Area

Networks (WAN) / Wireless Fidelity (WI-FI) and Voice-over Internet Protocol (VoIP) shall be a major component of the design.

(b) The design and construction of the building shall conform to the following standards:

- **Energy Efficiency:** Requires the adoption of efficient practices, designs, methods and technologies that reduce energy consumption resulting in cost savings.
- **Water Efficiency:** Requires the adoption of efficient practices, plan, design, materials, fixtures, equipment and methods that reduce water consumption resulting in cost savings.
- **Material Sustainability:** Material Sustainability governs all matters related to resource efficiency and material selection and use with the least impact on the environment.
- **Solid Waste Management:** Efficient waste management requires the adoption of efficient waste management practices and use of eco-friendly materials.
- **Site Sustainability:** Requires the adoption of planning, design, construction and operation practices that minimize the adverse impact of buildings on ecosystems and water resources.
- **Indoor Environmental Quality:** Requires the adoption of efficient design and operation practices that take into consideration the building environment to improve occupant health, productivity and safety.

3.1.5 Additional Requirements:

The following additional requirements shall be included in the Technical Proposal:

- 4
- a) Preliminary Conceptual Design Plans.
 - i. At least four (4) perspective views of the building;
 - ii. Floor plans;
 - iii. Four (4) elevations;
 - iv. Two (2) sections
 - v. A 3D visual presentation of the building including a walk-through animation of the interior and exterior views.
 - b) Value engineering analysis of design and construction method.
 - c) Soil Testing

PMC will provide its consultancy services to get necessary soil investigation studies to ascertain bearing capacity of soil, sub-soil water levels for structural designs. It will also get hydrological tests done if required for ascertaining the availability, quality and quantum of water.

4. SCOPE OF PROJECT MANAGEMENT CONSULTANT (PMC) SERVICES

4.1 Broad Scope of Work

- 4.1.1 PMC shall be required to manage the entire project activities from conceptualization up to completions including obtaining municipal/ statutory approvals (if any), as per requirements, specifications and conditions laid down in this document.
- 4.1.2 The details of the project i.e., Construction of Administrative Building is given in details of work above.
- 4.1.3 The detailed architectural service is an integral part of the scope of work of PMC. The activities under the scope of work of PMC shall broadly include but not limited to the following:

4.2 Design and Planning stage

NIPER-Guwahati shall furnish the requirements and area schedule for various functions to the PMC. The PMC is required to work in close association with the Officer-in-charge/Authorities of NIPER-Guwahati. The PMC, shall there upon, render the following Services.

The PMC shall:


- 4.2.1 Carry out detailed survey on the land, submit a feasibility report on the proposed development scheme taking into account of the existing **buildings vis-a-vis the proposed building as per the prevailing norms** as applicable at Guwahati and other necessary studies if any.
- 4.2.2 Prepare 'site plan' as per the requirement of local bodies/statutory bodies, obtain necessary clearance (if any)/ Fire NOC or regularization certificates (as the case may be) for the existing buildings and regularize the campus from the concerned municipal corporation/statutory authorities.
- 4.2.3 Liaison with the Municipal Corporation and other Govt/statutory authorities on behalf of NIPER-Guwahati, for obtaining NOC's and Approvals. PMC shall also obtain any other statutory approvals which are not explicitly mentioned in the scope of services but are required for the completion of assignment in totality.
- 4.2.4 Based on Architectural program, the PMC shall furnish the details of total built up area, plinth area on the basis of concept design/drawing and various facilities proposed under specific requirements, PMC shall prepare '**Preliminary Estimate**' (PE) as per norms to get information in respect of magnitude of work, its components and services and cost of all such items involved. The proposal should be supported by relevant drawings of services with a general schematic layout for all services.
- 4.2.5 PMC will plan, coordinate and execute the activities leading to the construction of the Administrative Building at NIPER-Guwahati, SilaKatamur, Halugurisuk, Changsari, Kamrup, Assam-781101.
- 4.2.6 All activities, including the conceptual design for the proposed building, required for developing the total infrastructure till the handing over of the completed building shall be performed by the PMC.

- 4.2.7 PMC will review, study and analyze the briefs, designs, concepts based on assessment of the requirements of NIPER-Guwahati and accordingly finalize the detailed designs and drawings, preliminary estimates etc. in due consultation with Officer-in-charge/Authorities of NIPER-Guwahati. After obtaining necessary Administrative Approval of the proposal from Competent Authority of NIPER-Guwahati, the PMC shall, by following its own procedures, issue Notice Inviting Tender (NIT), process and award the works and get them executed as per specifications and requirements of NIPER-Guwahati, by following the applicable Centre/State Government rules and guidelines.
- 4.2.8 PMC shall prepare the Detailed Project Report (DPR), and preliminary estimates as per Government norms and obtain necessary approvals from the State / Central government as required.
- 4.2.9 The PMC will award the work to the Contractors for timely execution/completion of the projects based on functional requirements of NIPER-Guwahati. In addition, PMC shall administer the Works Contract and ensure that the contract clauses whether related to quality or quantity of work are respected and the works are executed in accordance with its provisions.
- 4.2.10 The PMC will supervise the construction work to ensure adherence to the drawings, prescribed high standards of quality and timely completion of the project and verify and certify the contractor's bills and monitor the progress of work.
- 4.2.11 PMC will make all engineering decisions including necessary correspondence with Architects, Contractors and other external agencies required for the successful and timely implementation of the Project.
- 4.2.12 PMC will ensure adherence to relevant Statutory /Urban Local bodies (ULB) norms and obtain all statutory approvals like building, commencement permits, completion certificates, clearances, No Objection (NOC) certificates/FIRE NOC as required for the project. The preparation of necessary drawings for submission to various statutory/local authorities and its submission with the concerned authorities shall be the responsibility of PMC. In addition to the above, CPWD specifications, BIS codes, CVC guidelines, environment and other regulatory requirements and will also ensure observance of all formalities/ documents/ day to day activities as defined in CPWD Works Manual for execution of 'Works Contract' and as directed by NIPER-Guwahati, time to time.
- 4.2.13 In case of any bottleneck in execution of the project arising out of any activity, PMC will undertake such activity so that the project does not get delayed or stalled. It is, therefore, necessary for the PMC to thoroughly study the scope of work before participating in the tender.
- 4.2.14 PMC will perform the function the Works Contract with Contractors and other agencies with the exception of the following for which PMC will seek prior approval of NIPER-Guwahati:
- 4.2.14.1 Issuing/approving variation orders which have additional financial implications, as reasonably determined by the PMC;
- 4.2.14.2 Approving rates for new items of work or for existing items of work which deviate in quantity beyond the limits defined in the contract;

- 4.2.14.3 Approving the extension of time of completion of the works stipulated in all the construction contracts.
- 4.2.15 NIPER-Guwahati, may at its discretion, hire the services of an independent agency/engage somebody for quality audit for checking and ensuring the quality of construction to which the PMC will render due assistance in discharge of their duties.
- 4.2.16 The construction work is open to technical/quality audit/ financial audit by any authorized Government agency to which the PMC will render assistance in discharge of their duties.
- 4.2.17 PMC shall be fully responsible for quality control and shall put in place such measures as are essential for ensuring regular on-site quality checks. The PMC shall make provisions in the tender documents for third party test of materials and any equipment (preferably from a Government Institute like IIT/NIT/Government Engg. Colleges etc.).

The project shall be headed by a sufficiently senior and competent person having relevant experience and of impeccable integrity. The PMC shall submit the tentative organization chart for managing the project so that appropriate decisions are taken quickly. However, the actual number of technical personnel to be deployed and the deployment schedule shall be prepared by the PMC and mutually agreed upon after award of work. This schedule shall be prepared in a manner that all functions required to be performed by the PMC as per the scope of their work are performed completely and efficiently. The deployment schedule shall be reviewed from time to time and necessary revisions / adjustments shall be made in the schedule as may be found necessary on the basis of joint assessment of the site requirements by NIPER-Guwahati and the PMC. The Project Head and other officials assisting the Project Head shall not be changed during the implementation of the project except with concurrence of NIPER-Guwahati. However, the decision of Director, NIPER-Guwahati shall be final in this regard.

4.3 Description of PMC Role in various stages of the Project

 The PMC shall be responsible for complete management and supervision of all the activities of the project. PMC would be required to perform the following activities at different stages of the project:

A) Concept Design:

The PMC shall

- (i) Prepare the conceptual design of the building based on various building requirements as per Sl. No. 3.
- (ii) Discussions with NIPER-Guwahati and finalization of project brief including illustrating the institute's requirements.
- (iii) Prepare necessary submission drawings on the basis of conceptual design & drawings and

obtain statutory approvals and ensure compliance with codes, standards and legislation, as applicable. The concept design with the various service requirements shall be provided by NIPER-Guwahati to PMC for further detailing as per the requirement of the local municipal/development authorities.

- (iv) PMC will prepare the detailed Project Report (DPR), preliminary estimates as per Central/State government norms and provide assistance in all respects.
- (v) PMC will provide its consultancy services to get the necessary soil investigation studies done to ascertain bearing capacity of soil, sub soil & water level for structural designs. It will also get the hydrological tests done to ascertain the availability, quality and quantum of water.
- (vi) After obtaining the approval of NIPER-Guwahati and obtaining other Municipal/Statutory approvals, PMC will require to finalize the good for construction drawings and specifications of work in due consultation with NIPER-Guwahati. Thereafter PMC shall prepare tender documents, issue NIT, process and award the works (Internal and External) by following laid down rules and procedures and get them executed as per specifications and requirements approved by NIPER-Guwahati generally based on provisions of CPWD Manual by following applicable government procedures.

B) Pre-Construction Stage

Preparation of detailed engineering drawings with details incorporating services and schedule of quantities.

This will include:

- a) Preparation of detailed engineering drawings including structural, electrical HVAC and other services drawings and detailed estimate generally on provisions of CPWD manual or by following PMC's own procedure.
- b) Furnish detailed project cost as specified and approved in preliminary estimate.
- c) Obtain approval of local authorities, if any, and make changes required by them with intimation to employer.
- d) Analysis of various project related activities with reference to time frame, resource allocation and scheduling using latest techniques and software as approved by NIPER-Guwahati.
- e) Preparing detailed PERT/CPM charts.
- f) Preparing Cash flow requirements.
- g) Checking of Architectural, technical specifications, services and all other drawings to ensure their completeness / correctness.
- h) PMC will be responsible for preparation and counter checking of the structural designs. The designs must be checked by the PMC through a third party like IIT/NIT or other local Govt. engineering colleges.

C) Construction Stage

- i) PMC shall supervise overall execution of the project in a time-bound manner and hand over the building/ other works complete in all respects certified by NIPER-Guwahati within the time limit of 12 months from the date of issue of award letter. PMC shall ensure that no time and cost overruns occur.
- ii) PMC shall provide Construction Management Services from the start of construction up to commissioning and handing over the entire project to NIPER-Guwahati, in usable condition. It shall also be the responsibility of the PMC to liaise and coordinate with various agencies for smooth execution of the project. Responsibilities of PMC for construction stage shall, inter-alia, be as under:
- a) Assemble a multi-disciplinary construction management team.
 - b) Prepare detailed coordinated construction schedule.
 - c) To ensure that the construction drawings are finalized after coordination with other disciplines and all agencies to have clear demarcated responsibility.
 - d) Check and finalize Contractor's detailed program of activities commensurate with the Tender provisions.
 - e) Check and approve all Contractors, Sub-Contractors and Agencies for carrying out the work.
 - f) Signing of Contract with Contractors.
- iii) Day-to-day supervision of work to ensure proper quality, workmanship and timely completion of the work by employing adequate number and level of engineers and supervisory staff as per sound engineering practice.
- iv) Checking fabrication drawings, bar-bending schedules and all other architectural / Structural details during construction.
- v) Conduct site meetings and coordination meetings with all Agencies for timely completion of the project.
- vi) Carry out quality assurance checks and adhere to maintain quality reports.
- vii) Provide effective coordination between various Agencies working at the site to ensure timely availability of inputs required for un-interrupted construction at site, all in accordance with the agreed program of activities.
- viii) Fully responsible for getting the project work executed as per drawings and specifications and should also ensure completion of job, quality expectations, within sanctioned cost outlay of the project. In case of any deviation from the preliminary approved drawings during execution of the works, the same shall be referred to NIPER-Guwahati for approval.
- ix) Rendering timely advice for implementing special measures for affecting cost / quality / time benefit for the project.
- x) Interact and liaise with NIPER-Guwahati to understand, integrate and link the services to the building services.
- xi) Provide detailed justification for the necessity of changes in terms of design, quantities and specifications etc., and obtain approval thereof from NIPER-

Guwahati. In case there is a likelihood of excess expenditure over and above the approved preliminary estimates at any stage of work, PMC shall submit revised detailed estimates along with justification for effected items of work for approval by NIPER-Guwahati.

- xii) Provide quick clarifications with designs or details that have been provided vide drawings or immediate solutions to the clarifications sought by the Vendors / Contractors.
- xiii) Check and inspect testing of materials and work as required. If so required, testing and checking of manufactured items have to be carried out at the manufacturer's factory as per provision in the Contract.
- xiv) Drawing up and putting in place a Quality Assurance Plan as well as a Safety Assurance Plan along with an appropriate and efficient mechanism to ensure their effective implementation at site.
- xv) Checking and Certification of Contractors running and final bills of the works executed for the purpose of payment to be released to the Construction Agencies.
- xvi) Review and approve rates for new items of work or for existing items of work which deviate in quantities beyond the limits defined in the Contract with the prior approval of NIPER-Guwahati for additional costs / expenditure.
- xvii) Provide contract administration services of all Contract Agreements and devising a suitable dispute-resolution mechanism to facilitate a quick and amicable settlement of disputes, if any.
- xviii) To reply and settle the observations / objections / paras (if any) of the Chief Technical Examiner, Audit or any other checking / investigating agency of the Government.
- xix) Final inspection, snagging, supervision of testing and commissioning of various systems and assisting NIPER-Guwahati in taking over of various parts of works and of various systems.
- xx) Generate and submit to NIPER-Guwahati time-to-time progress reports in the agreed formats and at the agreed frequency. For this all the necessary data relevant to the execution of work including materials brought and consumed at site, hindrances if any, records of daily labour deployed, etc. shall be maintained.
- xxi) The PMC shall have the overall responsibility of getting the approvals / NOC's/ connections etc. through contractor for all services including power, water, sewer, drainage, firefighting, lifts, DG set, etc., from government authorities. PMC may include this work in the scope of respective Contractors but will ensure that all or other such connections or clearances are obtained well in time before handing over the buildings and services to NIPER-Guwahati.
- xxii) PMC shall also appraise NIPER-Guwahati of the progress and / or activities of the project on weekly / fortnightly / monthly basis as deemed fit by NIPER, by preparing and submitting monitoring reports. The reports shall include the following:

a. Name of Project, Project Management Consultant, Architect and Contractor

- b. Scope of Works of Contractor
 - c. Date of Commencement / Date of Completion: Scheduled and Actual
 - d. Major Issues and Decisions Pending including Drawings Constraints (if any), Site Constraints (if any), Equipment Constraints (if any).
 - e. Status of Progress of Work: Cash Flow Chart, L.O.B. Chart and Bar Chart
 - f. Areas of Concern
 - g. List of Registers Maintained by PMC
 - h. Labour Deployment Chart
 - i. List of Equipment Mobilized at Site
 - j. Materials/Personnel at Site
 - k. Status of Payment to Contractor
 - l. Quality of Material / Tests
 - m. Cost Split Up of the Package
 - n. Photographs of the Site
 - o. Site Order Book
 - p. Visitor's Site Inspection
- xxiii) For all Contracts awarded by PMC, the payment will be released by PMC after receiving the same from NIPER-Guwahati. After making necessary payments, NIPER G shall not be responsible and liable for any liabilities and defaults of PMC with any other third party.
- xxiv) Ensure all statutory inspections and checks.

D) Post Construction Stage

During this phase, the activities are likely to be as under:

- I) Settlement of all accounts of the Contractors.
- II) Witness testing and commissioning of all utilities and certifying the same.
- III) Provide project completion report which shall contain all technical and financial information of the project.
- IV) Co-ordinate with vendors / Contractors and arrange for user operation and maintenance manuals and training client's representatives. All warranties and guarantees on equipment / fixtures etc. procured by the Contractors shall be in the name of NIPER-Guwahati and appropriate clauses will be inserted in the tender documents by PMC in this regard. For specialized works like lifts, air conditioning, DG sets, power substations, firefighting etc., a 3 to 5 year operation and maintenance provision may be included in the tender documents by PMC with the stipulation that after handing over of these works, NIPER-Guwahati shall enter into a supplementary agreement for operation and maintenance with the Contractors on the same terms and

conditions. All warranties and guarantees shall be in the name of NIPER-Guwahati.

- V) Provide adequate engineering and supervisory staff for day-to-day inspection / monitoring of works and during Defect Liability Period and issue of timely notice to vendors / agencies for rectification of defects, if observed.
- VI) Settling the Audit Observations and Arbitration cases etc., if any.
- VII) Provide all documents / reports /-statements of facts / counter statements of facts for settling Audit observations and arbitration cases etc. including attending hearings as and when required by NIPER-Guwahati and providing necessary support as may be required by NIPER-Guwahati from time to time.
- VIII) Any other activity that is deemed necessary for project execution and completion, but not included in the above-mentioned list shall form part of the scope of work of the PMC and the decision of Director, NIPER-Guwahati shall be final in this regard.

E) Payments to Contractors / Vendors

I) NIPER-Guwahati will deposit up to **20% (Twenty percent only)** of total estimated cost of the project as initial deposit after finalization of Memorandum of Understanding (MoU) between PMC and NIPER Guwahati. Out of this deposit received, PMC will release payment to various agencies. Whenever about half of the initial deposit is spent by PMC, NIPER-Guwahati shall provide additional funds on demand by PMC for timely completion of works. At any time, PMC is not expected to spend its own funds for the project.

II) The PMC will open a separate project account. If any interest or income accrues on the deposit / advance given by NIPER-Guwahati, then the same shall be credited to the project account by the PMC. The surplus funds will always be kept by the PMC in the project account. If required, the PMC can keep the surplus funds in the project fund as safe deposits. Penalties levied if any, on the contractor / consultant / any other agency shall also be credited into this account.

III) At the end of each financial year and after the execution of the work, an expenditure and utilization certificate will be forwarded by PMC, duly audited by its finance, in an approved format as per the latest CPWD works manual. Copies of the final bills after release of payment to the Contractor for each Contract between PMC and Contractor will be supplied to NIPER-Guwahati for reference and recording along with all test certificates, guaranty and warranty cards of equipment, systems, tools etc. However, final payment (except in advance) will be on a reimbursement basis instead of utilization certificate.

F. Working procedure during Implementation of the Project

- i) To ensure proper performance of all activities regarding construction of the projects, the

PMC shall have his office at or near the Projects site at its own cost. The PMC shall have the required dedicated personnel stationed there after the approval of NIPER-Guwahati so that they are available for interaction at all times. No site personnel shall be transferred / withdrawn without the consent of NIPER-Guwahati. Similarly, prior to the introduction of new personnel on the Project site, the approval of NIPER-Guwahati shall be obtained.

- ii) PMC shall check all architectural and prepare structural and service designs and drawings along with preliminary and detailed estimates. PMC shall also prepare Bill of quantities (BOQ) and technical specifications, tender documents consisting of NIT, GCC, SCC and BOQ and shall ensure self-sufficiency of tender documents to eliminate any discrepancy between the intent of the specifications with those of the various items of BOQ and Estimates etc. based on architectural drawings.
- iii) The PMC shall call tenders, and award work to Contractors / Vendors generally on provisions of CPWD manual by following its own procedure.
- iv) The PMC shall maintain records as per PMC's "Quality plans" finalized during execution of the works. On the completion of the project, all records shall be handed over to NIPER-Guwahati.
- v) The PMC shall be responsible for checking and inspection of quality of materials and workmanship, deployment of Labour force of the Contractor and giving suitable instruction for proper execution of works.
- vi) The PMC shall be responsible for certification of Quality, measurements and bills of all Contractors / Agencies/ Vendors as per the terms of the order placed by the PMC.
- vii) The PMC shall be responsible for final inspection, checking / supervision of testing, commissioning of various systems and shall assist NIPER-Guwahati in taking over of various parts of works and of various systems.
- viii) The PMC shall appraise the progress and/or activities of the Vendors and project on a monthly basis in review meetings and prepare and submit Progress Reports as per approved format.
- ix) The PMC would be responsible to have all mandatory tests on materials carried out at various stages as per applicable codes of the Bureau of Indian Standards through contractor and maintain such records.
- x) The PMC shall ensure use of appropriately good quality of construction materials and remedial/ corrective action if at all arises.

G. Other Responsibilities of PMC

- (i) PMC shall complete the entire planning work in a time bound manner and obtain necessary administrative approvals within the time limit of 6 months.
- (ii) All contracts for execution of construction works shall be signed by PMC with various agencies. The following clause shall be added in the contracts to be awarded by PMC: "PMC is awarding this work on behalf of NIPER-Guwahati. In case M/S... (PMC) ceases to be the PMC, the right and responsibility of M/s (PMC) in the contract shall get transferred to NIPER-Guwahati and NIPER-Guwahati or their nominated agency shall operate this contract."
- (iii) Settlement of all accounts of the Contractors including reconciliation of materials supplied to the Contractors if any.
- (iv) Ensuring of defect liability activities by the Contractors during the respective liability periods.
- (v) Organizing / providing all operation and maintenance manuals through Contractors and training to NIPER-Guwahati.
- (vi) Preparation of Final Report, which shall contain technical and financial information of the project.
- (vii) Maintaining records related to the PROJECT during PROJECT execution. These shall be handed over to NIPER-Guwahati on completion of the PROJECT.
- (viii) Ensuring all possible mandatory tests at site.
- (ix) Checking and finalization of final estimates, assisting in the audit / technical observations, etc. (if any).
- (x) Facilitating necessary arbitration matters between various agencies till final settlements of disputes.
- (xi) Preparing drafts replies and getting them vetted by NIPER-Guwahati in response to observations made by CTEs branch/ CAG Audit/ Vigilance etc., if required.
- (xii) Handing over campus complete in all respect, free from all encumbrances including the vacation of temporary workers' hutments etc. at site, if any to NIPER-Guwahati.
- (xiii) Maintaining all registers/ records during execution of works as stipulated in the latest CPWD Works Manual.
- (xiv) Submitting an expenditure and utilization of funds statement in standard format as per the prescribed procedure at the end of every financial year and at the end of the project.

H. Obligation of NIPER-Guwahati

- To provide assistance to the extent possible to PMC for getting clearance from concerned statutory authorities. However, the responsibility for getting such statutory clearance will rest with the PMC.

- NIPER-Guwahati shall designate in writing a representative or representatives, authorized to act on its behalf with respect to the project. This designated representative shall interact with PMC on all matters.
- NIPER-Guwahati shall hand over the site to PMC for execution of the work.
- To pay duly pre-audited and certified bills of PMC as institute norms.
- In case the M/s..... (PMC) cease to be the PMC, the right & responsibility of M/s (PMC) in all the contracts executed with the vendors shall get transferred to the NIPER-Guwahati and NIPER-Guwahati or their nominated agency shall operate those contracts.

I. Time of Completion of the Project

- i) The Project Management Consultant will get the entire project completed within a period of **12 months** (3 months for planning and 9 months for construction with 12 months for defect liability period).
- ii) The PMC will be required to prepare the detailed time schedule based on the total completion period of **12 months** for the project. The entire project will be divided into activities and events and CPM/ PERT charts will be prepared by PMC. Monitoring on a monthly basis will be carried out by them in consultation with NIPER-Guwahati. PMC will submit monthly monitoring of progress to NIPER-Guwahati and quarterly progress report to NIPER-Guwahati along with their events, PERT chart and expenditure milestones and recommendations.
- iii) In case of delay in any activity, the PMC will suggest and recommend remedial measures in order to get the project completed within the stipulated time and cost.

5. SPECIFIC PRE-QUALIFICATION CRITERIA:

a. Technical Requirements:

1. Minimum of 3 years' experience (in preceding 05 years) in executing similar projects in NIPER like Academic Institution funded by Central Government and should submit supporting documents of good track record.
2. Letter of interest clearly indicating the project reference and detailed company organizational structure / information.
3. Details of similar office / commercial building construction projects successfully executed in the last 5 years and those of currently under execution along with details of total executed project cost. Details of completion of similar type of projects in the last five years under heading: a) Brief scope of work b) Value of work in INR c) Contractual Duration d) Actual completion of Project, e) Clients name f) Contact details of the Client etc.

4. Completion certificate/ Occupancy certificate along with copy of work order/ project details (stating scope of work, project value, commencement date, completion date, and location of work) must also be provided.
5. Detailed Project planning and Execution methodology.
6. Details of Key Members who shall be involved in the Project execution including their experience levels.
7. Details of Equipment owned by the company relevant to execution of advertised contract. Quality assurance & quality control practices currently in place for the execution of similar work.
8. Details of Particular experience of providing Services in remote areas where rapid mobility and flexibility to accommodate Company's program is paramount for added advantage. Evidence supporting successful major operations in remote areas if available must be submitted for overall boosting the confidence to the client.
9. List of policies, procedures and quality assurance practices currently in place for the execution of similar work.

b. Financial Requirements:

1. Turnover in each of the immediately preceding two financial years should be equal to or more than the estimated average PMC annual contract value.
2. Company's financial performance documents (Audited Balance sheets and Profit and Loss statements, Auditors Report and Notes to Accounts etc.) for last 2 (two) years. Latest financial statement should not be older than 12 months on the date of submission of response to Expression of interest.
3. Positive net worth in each of the immediately preceding two financial years.
4. Bidders shall not be under liquidation, court receivership or other similar proceedings.

Also, note –

i. Normally standalone financials of the bidding entity only will be considered. However, consolidated financials at the bidding entity level, if available, can also be submitted. Parent company or Affiliate's financials can be submitted and considered, subject to submission of Parent/ Affiliate company guarantee. This should be clearly mentioned in the EoI response.

ii. Evaluation will be done only on the basis of the published annual reports / audited financials containing Auditor's report, Balance sheet, Profit & Loss a/c and Notes to Accounts.

iii. In case of unaudited statements (if there are no audit requirements for auditing of financials as per the local law), the financials shall be accompanied by a certificate from a Certified Accountant. Certificate should also mention the fact that there is no requirement of audit of the financials as per the local law.

All qualifications and exceptions brought out in Auditor's report and Notes to Accounts would be factored in while undertaking financial evaluation.

c. General Requirements:

1. Copies of valid GST registration certificate, PAN and Bank details are to be submitted.
2. The bidder must have no criminal record / economic fraud case is pending or contemplated against the organization. The undertaking regarding the same on the organization's letter head should be submitted along with bid if found at any point of time and NIPER-G reserves the right for the decision & bidding upon bidder.
3. The bidder must not have been blacklisted/debarred by Central Govt./Semi-Govt./PSU organizations. Undertaking regarding the same on the organization's letter head should be submitted. If any fake document is found to be fraudulent, then action will be taken to debar the fraudulent bidder. Notarized undertaking to be submitted.
4. The bidders meeting the above criteria shall submit the proposal complete in all respects through hard copy as per address given in the EOI. All required documents are to be enclosed failing which NIPER-Guwahati may consider the proposal as incomplete & resume the right to reject the same without assigning any reason thereof.
5. NIPER-Guwahati reserves the right to select any one bidder or multiple bidders for association depending upon their credentials/competencies/project requirements/ prevailing market conditions etc. at its sole discretion without assigning any reason. Based on the credential & client requirement / NIPER-Guwahati may categorize the bidders.
6. **NIPER-Guwahati reserves the right to ask the PMC to cancel any ongoing/completed tender process initiated by them relating to the project, i.e., Construction of Administrative Building (G+1) with furniture as Turnkey Project (EPC Mode) at NIPER-Guwahati; at any point of time.**
PMC is expected to float/finalize any tender with written consent from the authorized Officer-in-charge of NIPER-Guwahati.
7. If the Bidder has submitted incompletely filled in formats without attaching self certified supporting documents and credentials to establish their eligibility to participate in the EOI would be liable to disqualification & not considered.
8. The tender shall be neatly arranged, plain and intelligible with numbered pages. They should not contain any terms and conditions which are not applicable to the tender.
9. If the tenderer deliberately gives wrong information in his tender to create circumstances for the acceptance of his tender, the purchaser reserves the right to reject such tender.
10. The tenderer shall furnish the evidence which satisfies each and every condition laid down in the notice, failing which the tender will be liable to be rejected.

11. NIPER-Guwahati reserves the right to accept any bid or reject any or all EOIs or annul this EOI process without assigning any reason and liability whatsoever and to re-invite the EOI at its sole discretion.
12. NIPER-Guwahati reserves the right to extend the date of submission of the EOI or cancel the EOI or accept any EOI or reject any or all EOI or split the work of EOI or annul this EOI process without assigning any reason and liability whatsoever and to re-invite EOI at its sole discretion.
13. It is mandated that the prospective bidders should physically inspect the location/ work site before submitting their EOI proposals for better understanding of the institute's requirement.

d. Documents to be furnished as a response to EOI for Specific Pre-Qualification criteria mentioned above:

1. Letter of interest on Letter Head.
2. Detailed company information including office details, Number of current personnel on discipline basis. as well as the CV's of the key personnel for all disciplines. Also details of organizational chart / structure, software and other facilities and resources.
3. Interested Consultant shall furnish below documents for projects meeting specific pre-qualification criteria as mentioned above:
 - a) Name of the Project.
 - b) Brief Scope of Work of bidder in particular project.
 - c) Value of the PMC services in INR.
 - d) Name of the Client.
 - e) Contact details of the Client.
 - f) Month/Year of Award.
 - g) Month/Year of Completion.
 - h) Total Man-hours spent in the project.
 - i) Copies of Letter of Award & Completion Certificates.
 - j) Quality Systems Certification.

Only the completed projects, on or before EOI submission date shall be considered for evaluation.

4. Bidders' capabilities to be identified: Concept design, FEED, Detailed Engineering, Procurement Engineering, Construction Engineering, Construction & Commissioning Management, Project Management and Contract management.
5. Quality assurance & Quality control practices currently in place for the execution of similar work/services.
6. Bidder's financial performance documents (Published Annual Report comprising Audited Balance sheets and Profit and Loss statements, Auditors Report and Notes to Accounts etc.) for last 2 (two) years. Latest audited financial statements should be provided but in no event should be older than 12 months on the date of Expression of interest (EOI). The Consultants not meeting the financial criteria mentioned below in addition to Specific Prequalification criteria stated above shall be disqualified from the bidding process.

6. SELECTION CRITERIA:

1. Bidder shall be selected based on technical bid along with the experience certificate as per qualification criteria and institute requirement. NIPER-Guwahati reserves the right to select or

reject the Expression of Interest submitted by any Bidder. Price bids of technically qualified bidders will be opened and final work order will be placed to Lowest price bidder.

2. NIPER Guwahati reserves the right for verification of credentials submitted by Bidder and inspection will be carried out for the same, if required, by NIPER-Guwahati or its authorized agencies.
3. The corrigendum, extension, cancellation of this EOI, if any, shall be published in CPPP and NIPER-Guwahati website. The bidders are required to check these websites regularly for this purpose.
4. If vendor is not able to submit any document(s) as proof for the qualifying criteria mentioned in the EoI, the same will be rejected without seeking any clarification at the time of technical bid evaluation.
5. Further, the PSUs may have an Office in nearby capital city of the worksite Guwahati for smooth functioning of the site works.

7. GENERAL TERMS & CONDITIONS:

ARTICLE 1: DEFINITIONS

For the purpose of this CONTRACT, unless otherwise specified or repugnant to the subject or context, the following terms shall be deemed to have the following meanings:

1.1 **PROJECT MANAGEMENT CONSULTANT (PMC)** shall mean _____ having its registered office at _____." who shall be the implementing/executing agency for designing & construction work by following its own procedures. PARTIES shall mean OWNER and PMC each one individually referred to as PARTY.

1.2 **"AUTHORISED REPRESENTATIVE"** shall mean the representatives of "OWNER" and/or PMC as the case may be who are duly empowered and authorized by their respective organizations to act for and on their behalf.

7 1.3 **"CONTRACT"** shall mean this CONTRACT including all Annexure hereto and all documents herein attached and amendments which the PARTIES may hereafter agree in writing to be made to this CONTRACT.

1.4 **"CONTRACTOR"** shall mean the agency(ies) appointed by PMC for executing various civil & services works.

1.5 **"DATE OF ACCEPTANCE"** shall mean the date on which OWNER confirms written acceptance of PMC's SERVICES after having completed them in all respects. In case

owner fails to confirm in writing acceptance of PMC services then within 90 days of completion of the said services it shall be deemed to be accepted.

1.6 **"OWNER"** shall include NIPER-Guwahati, located at SilaKatamur, Halugurisuk, Changsari, Kamrup, Assam-781101.

1.7 **"PARTIES"** shall mean OWNER and PMC each one individually referred to as PARTY.

1.8 **"PROJECT"** shall mean the buildings, other facilities & allied works for the use of NIPER-Guwahati & to be constructed at NIPER-Guwahati, SilaKatamur, Halugurisuk, Changsari, Kamrup, Assam-781101

1.9 **"PROJECT COST"** means the assessed cost of the project excluding the cost of land, PMC fee, and Payments made for statutory approvals.

1.10 **"SERVICES"** shall mean the responsibilities to be discharged by PMC for fulfilling its obligations under this CONTRACT.

ARTICLE 2: COMPLETION OF PROJECT

2.1 When the construction of the building along with other site development works are completed in all respects i.e., all civil & services works are completed, equipments installed & aligned and statutory approvals obtained etc., PMC shall notify the OWNER in writing that the project has been completed in all respect.

2.1.1 Upon notification of completion of buildings/works in writing by PMC, NIPER-Guwahati will inspect the same prior to the occupancy. Any defects observed shall be informed to the PMC at the earliest. The PMC shall ensure the rectification of such defects prior to the occupancy at no extra cost to the owner.

2.1.2 The date of acceptance by NIPER-Guwahati as aforesaid along with 'No objection certificate'(NOC) for occupation from statutory authorities shall be deemed to be the date of completion of the Project (hereinafter called COMPLETION) for the purpose of this CONTRACT. The responsibility of the PMC includes obtaining the completion certificates and submit to the owner and also their responsibility for the defect liability period.

ARTICLE 3: CHANGES AND ADDITIONS IN PMC SCOPE OF SERVICES

OWNER shall have the right to request PMC in writing to make any changes, modifications, deletions and/or additions to PMC scope of SERVICES. PMC shall consider such written requests and will work out the estimate of price and time adjustment on account of such changes, modifications, deletion and/or additions sought by OWNER. Unless PMC receives written

authority from OWNER with an agreement on variation in prices and time schedule, PMC will not be obliged to proceed with any such variation in the scope of SERVICES.

ARTICLE 4: DRAWINGS AND DOCUMENTS

OWNER shall use all drawings, designs, specifications and documents including transparencies CD's etc. prepared by PMC for the purposes of construction, operation and maintenance of the building.

ARTICLE 5: GUARANTEES AND LIABILITIES

5.1 PMC guarantees that the SERVICES as specified/described under the scope of PMC in this CONTRACT, and technical documents to be developed by PMC shall be in accordance with sound and established engineering practices, using International Standards and Indian Codes and Regulations, (government) wherever applicable, for the purpose(s) specified, free from defects and suitable for respective uses intended.

5.2 LIMITATION OF LIABILITY

Except where otherwise specified in PMC scope of work PMC's liability under this CONTRACT for all guarantees or warranties of whatsoever shall be limited to getting the things rectified without additional fee to the owner.

5.3 Nothing in the CONTRACT shall be construed to have imposed any liabilities on PMC, for defects or otherwise, if PMC has to depend on data, process, technical information and/or by others on behalf of OWNER and if any part or parts thereof are found to be misleading, inaccurate incomplete, unsatisfactory or deficient for any reason or circumstance beyond PMC's control.

ARTICLE 6: GOVERNMENT LEVIES

PMC remuneration shall be inclusive of statutory levies imposed up to the date of submission of bid by PMC, from time to time. However, PMC shall be reimbursed by any other future tax including revision in the Service Tax imposed by central/ state Govt. subject to submission of proof of payment of such taxes. The reimbursement to PMC will also include any statutory taxes / levies arising due to award of works by PMC to contractors directly.

ARTICLE 7: INSURANCE

7.1 Insurance by PMC at its own cost: Workman's compensation insurance, covering all employees of PMC for statutory benefits as set out and required by local law in the area of operation or area in which PMC may become legally obliged to pay benefits for bodily injury or death.

ARTICLE 8: INDEMNITY

- 8.1 PMC shall hold harmless and indemnify the OWNER, against any claims or liability because of personal injury including death of any employee of PMC and arising out of or in consequence of the performance of this CONTRACT.
- 8.2 OWNER shall not be responsible for any loss or damage to property of any kind belonging to PMC or its employees, servants or agents.
- 8.3 OWNER shall hold harmless and indemnify PMC against any claim or liability arising in respect of:
- 8.3.1** Injury to or death of OWNER's employees, agents and contractors other than engaged for building related activities excluding only employees of PMC, howsoever caused; and
- 8.3.2** Loss of or damage to the property of OWNER, OWNER's employees, agents and contractors other than engaged for building related activities except those belonging to PMC or its employees.

ARTICLE 9: SECRECY

- 9.1 OWNER shall not disclose to any third party, any Technical Information, data, design, drawings, plans, specifications, etc. received from PMC at any time either in whole or in part, shall use all reasonable efforts to preserve the secrecy of the above Technical Information and shall not use the same for any purpose other than the construction, maintenance and operation of the services. However, the disclosure of such Technical Information to Government of India, State Govt. or allied statutory authorities shall not be deemed to be a violation of the Secrecy understanding contained herein.
- 9.2 The above undertakings shall not, however, extend to any such Technical Information which:
- 9.2.1 Is in the possession of OWNER prior to receipt of the same, directly or indirectly from PMC.
- 9.2.2 Is received by OWNER without any secrecy obligation.
- 9.2.3 Is or has become part of the public knowledge since receipt of the same, directly or indirectly from PMC

PMC shall likewise have secrecy obligations in respect of confidential information provided by OWNER.

ARTICLE 10: FORCE MAJEURE

- 10.1 Any delay in or failure of performance by a PARTY shall not constitute default hereunder or give rise to any claims for damages against said PARTY if and to the extent caused by reasons which are beyond the control of the said PARTY, including but not limited to acts of God, strikes or other concerted acts of workman, power cuts, fires, floods, explosions, riots, war (declared or undeclared), rebellion, sabotage, extra ordinary severe weather, civil commotion and criminal acts of third parties.
- 10.2 Both PARTIES shall keep a record of the circumstances referred to above, which are responsible for causing delays in the execution of the project.
- 10.3 If the execution of the project is likely to be delayed by or as the result of one or more of the circumstances referred to in Article 10.1 hereof, OWNER and PMC shall discuss the situation with a view to find the means to minimize the impact and effect of such circumstances and to reduce the costs and expenses which the PARTIES or either of them may incur.

ARTICLE 11: WAIVER

No failure or delay by either PARTY in enforcing any right, remedy, obligations or liability in terms of the CONTRACT shall be deemed to be a waiver of such right, remedy, obligation or liability, as the case may be, by the PARTY and notwithstanding such failure or delay, the PARTY shall be entitled at any time to enforce such right, remedy obligation or liability, as the case may be.

ARTICLE 12: ARBITRATION

If any dispute or difference of any kind whatsoever shall arise between the parties in connection with or arising out of this agreement or out of the breach termination or invalidity of this agreement thereof, the parties shall resolve them by resorting to the following:

- 12.1 Party shall attempt within a period of 30 days after receipt of notice by the other party of the existence of a dispute to settle such dispute in the first instance by mutual discussions between the parties.
- 12.2 If the dispute cannot be settled by mutual discussion within 30 days as provided herein, the dispute shall be resolved by recourse to Arbitration to be held in accordance with the provisions of the Indian Arbitration and conciliation Act, 1996 or any statutory modification or re-enactment thereof.
- 12.3 Each party shall appoint one arbitrator and the two arbitrators shall appoint the third arbitrator who shall act as the Presiding Officer. These three shall constitute arbitral tribunal. The decision of this arbitral tribunal shall be final and binding on both the parties. The parties to the dispute shall share equally the cost of arbitration intimated by the arbitral tribunal.
- 12.4 The arbitration proceeding shall be conducted in the English/ Hindi/ Assamese Language

and shall be held at Guwahati.

ARTICLE 13: TERMINATION

13.1 TERMINATION

13.1.1 Both parties, at any time, should deem it necessary to do so, terminate this CONTRACT forthwith by giving one month's written notice to the other.

13.1.2 In the event of termination pursuant to Article 13.1 hereof, PMC shall carry out any reasonable instructions of OWNER in connection with such termination.

13.1.3 Termination of this CONTRACT shall not relieve either PARTY of their obligations imposed by this CONTRACT with respect to the SERVICES performed by either PARTY prior to such termination.

13.1.4 In the event of termination pursuant to Article 13.1 hereof, OWNER shall pay to PMC for all the SERVICES performed by PMC up to the stage of work executed immediately before termination.

In case due to any circumstances, the OWNER decides to curtail the scope of work or totally abandon the work, the payment to the PMC would be made up to the stage of work executed by them immediately before taking such a decision.

ARTICLE 14: PATENTS

14.1 PMC shall, subject to the limitations contained in this Article, indemnify and hold OWNER harmless from all costs, damages, and expenses arising out of any claim, action or suit brought against OWNER by third parties in respect of any infringement of any patent or registered design or any similar rights resulting from the use of any technical information, data or process or design belonging to PMC and furnished to OWNER, as long as it is used by PMC for the purposes of this project only.

14.2 Similarly, OWNER shall indemnify and hold PMC harmless from all costs, damages and expenses arising out of any claim, action or suit brought against OWNER by third parties in respect of any infringement of any patent or registered design or any similar rights resulting from the use of any information furnished to PMC by OWNER or by others on behalf of OWNER, as long as it is used by PMC or the purposes of this project only.

ARTICLE 15: ASSIGNABILITY

The CONTRACT, benefits, and obligations thereof shall be strictly personal to the PARTIES and shall not on any account be assignable or transferable by the PARTIES except with the prior agreement in writing.

ARTICLE 16: CESSATION OF PMC'S RESPONSIBILITIES

Upon PMC Guarantees and Liabilities referred to in this CONTRACT having been or being deemed to have been satisfied upon expiry of twelve months DLP from the DATE OF ACCEPTANCE.

ARTICLE 17: SUBLETTING/OUTSOURCING

PMC shall not assign, sublet, or outsource any activity within its scope of work without the written approval of the OWNER.

ARTICLE 18: SITE OFFICE OF PMC

On account of specified time frame for the development & construction of complex, the PMC shall have its office at the project site at its own cost till the end of completion of PMC's responsibilities as defined in General terms & conditions of contract.

ARTICLE 19: LIQUIDATED DAMAGES FOR DELAYS & NON-PERFORMANCE BY PMC

If the PMC is not able to get the works executed in the stipulated time frame from all the Vendors/agencies, which results in overall delay in completion of the project then it shall amount to non-performance by PMC. In the event of NIPER-Guwahati is of opinion that PMC is not performing in accordance with the condition laid down in the agreement, then NIPER-Guwahati shall impose damages @ quarter percent per week of delay or such smaller amount as it deems fit subject to maximum of 5% of the total fee payable to PMC. The decision of Director, NIPER-Guwahati will be final & binding on this account.

8. Fees for PMC's SERVICES

- 4
- a. The fees for the services of project management consultant will be payable on the 'project cost', presently including all services, equipment and development works etc. The 'project cost' for the purpose of paying fee will mean the estimated cost of works put to tender based on which financial bids are invited from various agencies / vendors. The fee for PMC for the above project will remain unchanged for the present scope of work even if the total cost of the project increases/decreases subsequently subject to provisions under Clause 6.6 for Additions and Alterations.
 - b. PMC Scope of Services is detailed in Sl. No. 4. PMC's are supposed to quote as per proforma for Financial Bid (Annexure-A) on built up area 1050 Sqm (approx.) only. The quoted fee shall remain fixed for the work irrespective of the estimated project cost of work finalized (by the PMC at a later stage) based on actual requirement.
 - c. NIPER-Guwahati shall pay PMC fee as per the order value. No additional fee is payable for deviations in the quantities of any item during actual execution. Fee shall be calculated on estimated cost of works put to tender. No extra/substituted items, deviations

(plus/minus) shall be considered.

- d. The fee of PMC is inclusive of fee payable by PMC to any of its consultant/Associate(s) and nothing extra shall be payable by NIPER-Guwahati for this purpose. No separate amount is payable for service tax/ GST/ any other Cess etc. and the same is deemed to be included in the above fee. PMC shall be reimbursed any other future taxes imposed by the Govt. subject to submission of proof of payment of such taxes.

9. Stages of Payment of PMC Fee:

- a. Preparation of preliminary scheme, drawings and preliminary estimates by PMC and getting approvals from NIPER-Guwahati and obtaining statutory/municipal Approvals (If any)-10% of the total fee payable.
- b. Preparation of detailed drawings and detailed estimates, then approval of NIPER-Guwahati-20% of the total fee payable, less payment already made at stage (9.a).
- c. Preparation of tender documents, Issue of N.I.T. & award of works to vendors/agencies- 30% of the total fee payable less payment already made at stage (9.a) & (9.b).
- d. During the execution of work by contractors/ vendors (on pro-rata basis) commensurate with the value of the work executed- 80% of the total fee payable and less payment already made at stage (9.a), (9.b) & (9.c) by the institute.
- e. After successful completion & taking over of project and on acceptance of project by NIPER-Guwahati-90% of total fee payable less payment already made at stage (9.a), (9.b), (9.c), & (9.d).
- f. Balance payment on cessation of PMC's responsibilities under Article 16 of general terms & conditions of Contract- 100% of the total fee payable less payment already made at stage (9.a), (9.b), (9.c), (9.d) & (9.e).

Note: (a) Running Payments will be made on pro-rata basis taking into account the quantum of work done under stage 9.d. However, no pro-rata payments will be allowed for stage 9.a, 9.b, 9.c, 9.e and 9.f.

10. Additions and alterations:

- i. The Owner shall have the right to request in writing for additions alterations, modifications or deletions in the design and drawing of any part of the work and to request in writing for additional work in connection therewith. However, the cost of execution for such additions/alterations (after execution) and PMC charge shall be paid at actual.
- ii. If it is found after calling tenders that the acceptable tender is not within the amount sanctioned, PMC shall, if so desired by the Owner, take steps to carry out necessary modifications in the design and specifications to see that the tendered cost does not exceed the amount of corresponding sanction **by more than 10% (ten percent)**. PMC shall not be paid anything extra for such modifications.
- iii. PMC shall not make any material deviation, alteration, addition to or omission from the

work shown and described in the contract document without the prior written consent of the Employer.

- iv. The cost of individual work shall not exceed the sanctioned estimate as approved by the Owner. Prior approval of owner in writing shall be taken for any such increase anticipated by giving full justification.


13/02/26
Stores & Purchase Officer

11. Formats

FORM OF CONTRACT

THIS CONTRACT is made on day of

BETWEEN

National Institute of Pharmaceutical Education and Research (NIPER)- Guwahati which is an institute of national importance under Department of Pharmaceuticals, Ministry of Chemicals and Fertilizers, Government of India located at SilaKatamur, Halugurisuk, Changsari, Kamrup, Assam-781101

AND

PMC, M/s.....a Public sector undertaking under the administrative control of Ministry of

.....and a Company registered

under Companies Act, 1956 and having its registered office at

.....

(Hereinafter referred to as PMC) which expression shall, include its successors and permitted assigns, of the other part,

WITNESSETH THAT

WHEREAS *National Institute of Pharmaceutical Education and Research (NIPER)- Guwahati* under Department of Pharmaceuticals, Ministry of Chemicals and Fertilizers, Government of India located at Sila Katamur, Halugurisuk, Changsari, Kamrup, Assam-781101 hereinafter called 'THE PURCHASER'.

WHEREAS OWNER intends to have certain Project Management Consultancy Services for establishing "Administrative Building "at *National Institute of Pharmaceutical Education and Research (NIPER) Guwahati* located at Sila Katamur, Halugurisuk, Changsari, Kamrup, Assam-781101" (hereinafter referred to as PROJECT),

AND WHEREAS said PMC is in the business of providing inter-alia management and technical services for civil & services construction works and possesses experience, expertise and knowledge in this regard,

AND WHEREAS OWNER has selected PMC to undertake the said services hereinafter referred to and specified in this CONTRACT as "SERVICES".

AND WHEREAS said PMC agrees to perform such SERVICES as the terms and conditions for the performance of the said SERVICES as detailed herein.

NOW THEREFORE, in consideration of the premises and the covenants set forth in this CONTRACT, OWNER & PMC mutually agree and confirm the agreement detailed herein and witnessed as follows:

Clause -1 CONTRACT DOCUMENT

The following documents shall constitute the CONTRACT in addition to the Forms of Contract:

1. Details of the project
2. PMC Scope of Services
3. General terms and conditions of contract
4. Fee for PMC's Services
5. All correspondence / Minutes of meetings etc. between *National Institute of Pharmaceutical Education and Research (NIPER) Guwahati* at SilaKatamur, Halugurisuk, Changsari, Kamrup, Assam-781101 & PMC after the issue of PMC document till the award of work.

Clause-2 EFFECTIVE DATE OF CONTRACT

This CONTRACT shall be deemed to have come into force with effect from the 7th day of issue of letter of Award by NIPER-Guwahati.

Clause-3 SERVICES TO BE PERFORMED

PMC shall perform the SERVICES as herein specified upon the general terms and conditions and within the time frame specified in the CONTRACT.

Clause-4 REMUNERATION AND CONTRACT PRICE

OWNER shall, consider the SERVICES performed pay to PMC remuneration as per the payment terms specified above. The Fee payable by NIPER-Guwahati to PMC shall constitute the Contract Price.

Clause-5 *CONTRACT PERIOD*

On signing by OWNER and PMC this CONTRACT shall be deemed to have come into force from the effective date of CONTRACT i.e. from **the 14th day** of issue of letter of award by NIPER-Guwahati and shall remain in force for **12 months**. In the event of extension in the contract period due to circumstances beyond the control of either PMC / NIPER-Guwahati, nothing extra will be payable to PMC beyond the quoted fee.

Clause-6 *ENTIRE CONTRACT*

The Contract documents mentioned in Clause-1 hereof embody the entire CONTRACT between the PARTIES hereto, and the PARTIES declare that in entering this CONTRACT they do not rely upon any previous representation, whether express or implied and whether oral or written, or any inducement, understanding or agreement of any kind not included within the Contract documents, and unless herein incorporated all prior negotiations, representations, and/or agreements and understandings relating to the subject matter are hereby treated as null and void.

Clause-7 *JURISDICTION & APPLICABLE LAW*

Notwithstanding any other Court or Courts having jurisdiction to decide the question(s) forming the subject matter of the reference, any/all actions and proceeding arising out of or relative to the CONTRACT (including any arbitration in terms thereof) shall lie only in the Court of Competent Civil Jurisdiction in this behalf at **Guwahati** and only the said Court(s) shall have jurisdiction to entertain and try any such action(s) and/or proceeding(s) to the exclusion of all other Courts.

The laws of India shall govern this CONTRACT for the time being in force.

Clause-8 *NOTICES*

1. Any notice, consent, document or other communication required or permitted to be given under this contract shall be deemed to have been validity served if it is in writing and is signed by an authorized officer of the party giving the notice, and delivered or sent by registered post or by speed mail or courier to the address of the parties set out below or such other

address as may be notified as the appropriate address from time to time for the purpose of this contract.

NIPER-Guwahati: Director, NIPER-Guwahati or his nominee

National Institute of Pharmaceutical Education and Research (NIPER)- Guwahati

Department of Pharmaceuticals, Ministry of Chemicals and Fertilizers, Government of India

Sila Katamur, Halugurisuk, Changsari, Kamrup, Assam-781101

PMC:

.....
.....

2. Date of notice of instruction shall be the day on which said notice or instruction is received.
3. Any PARTY may change its notice address at any time by so advising the other PARTY thereof in writing.

IN WITNESS WHEREOF the PARTIES hereto have duly executed this CONTRACT in two originals at the place, and date as follows:

For and on behalf of

For and on behalf of PMCNIPER-Guwahati

Name

Name

Designation

Designation

Place

Place

Date

Date

Witness

Witness

1.

1.

2.

2.

4

Annexure - A

FORMAT FOR FINANCIAL/PRICE BID
(to be duly filled and submitted ONLY in the sealed "Financial Cover")

Inviting Authority: Director, NIPER-Guwahati, Changsari, Assam.

Name of Work: Engagement of Project Management Consultant (PMC) for Construction of Administrative Building with Furniture as Turnkey Project (EPC Mode) at NIPER-Guwahati at Changsari, Guwahati, Assam.

Name of the Bidder/Bidding Firm/Company:

PRICE SCHEDULE

(This BoQ template must not be modified/replaced by the bidder and the same should be provided after filling the relevant columns. Bidders are allowed to enter the Bidder Name and values only)

Sl. No.	Item Description	In figure	In words
1.	Percentage of Fee for PMC Services for Construction of Administrative Building with Furniture as Turnkey Project (EPC Mode) at NIPER-Guwahati as per complete scope/name of works/services mentioned in EoI.	----- ----- %	

Note:

1. PMC will manage the entire project activities from conceptualization to completions the work on behalf of NIPER-Guwahati.
2. The bidder should quote in percentage (%) for the consultancy fees/ charges, all taxes including GST, Duties etc. as per Government rules and regulation as per the prevailing rate. However, the variation in any taxes duly notified by the Government shall be considered during evaluation and execution. The amount shall be payable on actual basis as applicable on submission of documentary evidence.
3. Quote shall be fixed and shall not be subject to escalation of any description except the taxes.

(Seal and Signature, name and designation of authorized person with complete address of organization)

NOTE: To be submitted ONLY in separate sealed cover meant for "Financial Bid".

Annexure-B

BIDDER INFORMATION FOR ENGAGEMENT OF PROJECT MANAGEMENT CONSULTANT FOR CONSTRUCTION OF ADMINISTRATIVE BUILDING WITH FURNITURE (EPC MODE) AT NATIONAL INSTITUTE OF PHARMACEUTICAL EDUCATION & RESEARCH (NIPER) GUWAHATI, ASSAM
(to be duly filled and submitted in Technical Cover)

(Please fill the information)

Sl. No.	Particulars	Details			
1.	Name of the Firm				
2.	Complete Address:				
3.	Contract Person/Representative of the Firm				
4.	Office Phone:				
5.	Mobile Number:				
6.	E-mail No.:				
7.	PAN Number:				
8.	GST Registration No.				
9.	MSME Details (such as Small/Medium/Micro)				
10.	Experiences:				
	Year	Name of the Institute	Institute Type (IITs, IIMs, NITs, NIPERs/ Central Funded Technical & Health Sciences Institutions/Central Institution) i.e. Institutes of National Importance	Documents attached (Yes/No.) Work Order No. & Date	Completion Certificate/Experience Certificate Number & Dt. attached Yes/No.
11.	Past Performance in last 5 years; (copy of testimonials from the previous clients should be enclosed.)				
12.	Litigations, if any, connected with work Yes/No. (if yes, details to be furnished)				
13.	Has the firm been blacklisted by any central Organization, if so, attach the details of the same				
14.	Have you been ever removed/terminated in mid of the contract period without completing term of contract Yes/No, (if yes, details to be furnished)				

15.	Total No. of Technical staff involved in project at Engg. / Site Office:	
16.	Please Mention the number of technical personals viz Engineers and Architects who are Employee of PSU. The Minimum desired. Qualification is: Bachelor's Degree	a) Civil Engineers b) Electrical Engineers c) Architects d) Mechanical Engineers
17.	Other Information if any	

Note: The above details will be verified from the attached documents. It is mandatory to fulfil the above information for evaluation of Technical Bid and all entries must be filled in text typed. Partially filled/incomplete information will not be considered.

UNDERTAKING

I hereby also declare that the above information is true & correct to the best of my knowledge and belief. If I have made any false, fraud or untrue statement, suppression, or concealment of the true facts, I understand that our services shall be terminated in the event that the above facts are found to be incorrect or false and shall be liable appropriate legal action. I understand that in the event of my information being found false or incorrect at any stage, my credential/bid shall be liable to be rejected without notice.



Signature of authorized person
 NameSeal of the Firm
 Place.....Date.....

Annexure-C

LETTER OF TRANSMITTAL FORMAT

(to be duly signed and sealed on bidder's letter head and submitted in Technical Cover)

To

The Director
NIPER Guwahati

SUB: Submission of bid for **Engagement of Project Management Consultant for Construction of Administrative Building with Furniture as Turnkey Project (EPC Mode) at National Institute of Pharmaceutical Education & Research (NIPER) Guwahati, Assam.**

Dear Sir,

Having examined the details given in the bid document for the above work,

1. I / We hereby submit the 'Bid'. I/We hereby agree with the terms & conditions mentioned in the bid document.
2. I/We hereby certify that I/We have read all the terms and conditions laid down in this tender and are acceptable to me/us.
3. I/We hereby certify that all the statements made and information supplied in the enclosed ANNEXURES accompanying statements are true and correct.
4. I/We have furnished all information and details necessary for evaluation and have no further pertinent related information to supply.
5. I/We also authorize NIPER-Guwahati or its representatives to approach individuals, employers and firms to verify our competence and general reputation of our PSU.

Sincerely Yours,



Signature of authorized person

NameSeal of the Firm
Place.....Date.....

Annexure-D

SELF-DECLARATION FORMAT

(to be duly signed and sealed on bidder's letter head and submitted in Technical Cover)

To,

The Director
NIPER Guwahati

SUB: Submission of bid for Engagement of Project Management Consultant for Construction of Administrative Building with Furniture as Turnkey Project (EPC Mode) at National Institute of Pharmaceutical Education & Research (NIPER) Guwahati, Assam.

Dear Sir,

With reference to my/our expression of interest to NIPER-Guwahati, it is hereby declared that I/ (name of firm) was not declared ineligible for corrupt & fraudulent practices either indefinitely or for a particular period by any Govt or other agency.

I/ (name of firm) also declare that there are no contractual restrictions or legal disqualifications or other obligations which will prohibit from me/us entering this bid and each and every one of the statement and particulars contained herein are correct.

Sincerely Yours,

Signature of authorized person

NameSeal of the Firm

Place.....Date.....

Annexure-E

SITE LOCATION AND OTHER DETAILS

(to be duly signed and sealed on bidder's letter head and submitted in Technical Cover)

The site: NIPER-Guwahati, SilaKatamur, Halugurisuk, Changsari, Kamrup, Assam-781101.

Site Accessibility:

Climate:

Total Land:

Signature of authorized person

NameSeal of the Firm

Place.....Date.....

4

Annexure-F

EoI FORM

(to be duly signed and sealed on bidder's letter head and submitted in Technical Cover)

To

Director,
NIPER-Guwahati,
Changsari, Assam.

Sub: Engagement of Project Management Consultant for Construction of Administrative Building with Furniture as Turnkey Project (EPC Mode) at National Institute of Pharmaceutical Education & Research (NIPER) Guwahati, Assam.

Sir,

This is with reference to your bid no. on the above subject. After reading all above documents/corrigendum/clarification etc. issued in respect of referred tender, your requirement, scope of work, site inspection and discussions, we have understood them fully and we accept all the terms and conditions mentioned therein.

We are also enclosing duly signed and sealed copy of this form along with Annexures as token of acceptance of the terms indicated therein.

Name & Address of the bidder:

Contact numbers of key person:

Official Email Id:

Signature of authorized person

NameSeal of the Firm

Place.....Date.....

Annexure-G

Financial Strength of the Organization

(to be duly signed and sealed on bidder's letter head and submitted in Technical Cover)

Sl. No.	Financial Year	Turnover (Rs. in Crores)
1.	2020-21	
2.	2021-22	
3.	2022-23	
4.	2023-24	
5.	2024-25	
Average (for last 5 years)		
Average (for last 3 years)		

Signature of authorized person

NameSeal of the Firm

Place.....Date.....

Annexure-H

DETAILS OF TECHNICAL PERSONNEL

(to be duly signed and sealed on bidder's letter head and submitted in Technical Cover)

Sl. No.	Details of Technical Personnel	Experience (Years)			Total No. of Employee Strength as on date	Remarks
		10 & above	More than 5 & below 10	Upto 5		
1	Project Manager (Civil Engg.)					
2	Structural Engineer (Post Graduate)					
3	Civil (Graduate Engg.)					
4	Electrical (Graduate Engg.)					
5	Mechanical (Graduate Engg)					
6	Architect (Graduate)					
7	PHE (Graduate)					
8	HVAC					
9	Fire fighting/Engineering					
10	Administrative/ Support Staff, categories to be mentioned.					

Note: Please provide all the relevant information and data as desired elsewhere in this EoI and necessary for evaluation of the bid.

Signature of authorized person

NameSeal of the Firm

Place.....Date.....

Annexure-I

DETAILS OF PMC WORKS OF PSU ASSIGNMENT **COMPLETED** DURING THE LAST TEN YEARS

(Similar Projects Successfully Completed)

(to be duly signed and sealed on bidder's letter head and submitted in Technical Cover)

S.L.	Description	1	2	3	4	5	6	7	8	9	10
1	Name of work / Project and location										
2.	Name & Address of Employer / Organization, Telephone no. of officer to whom reference may be made.										
3.	Cost of work in Rs. Crores (Attach copy of Work Order and completion certificate)										
4.	Date of commencement as per contract										
5.	Stipulated date of completion										
6.	Actual date of completion										
7.	Litigation / arbitration pending / in progress with details *										
8.	Service rendered										
9.	Names of Project In charge & Key staff & nos. of staff involves.										
10.	Any other information										

Signature of authorized person

NameSeal of the Firm

Place.....Date.....

Note: Add an additional sheet for indicating more works, if any.

Annexure-J

DETAILS OF PMC WORKS OF PSU ASSIGNMENT **ONGOING** AS ON DATE

(On Going Similar Projects)

(to be duly signed and sealed on bidder's letter head and submitted in Technical Cover)

S.L.	Description	1	2	3	4	5	6	7	8	9	10
1	Name of work / Project and location										
2.	Name & Address of Employer / Organization, Telephone no. of officer to whom reference may be made.										
3.	Cost of work in Rs. Crores (Attach copy of Work Order and completion certificate)										
4.	Date of commencement as per contract										
5.	Stipulated date of completion										
6.	Actual date of completion										
7	Litigation / arbitration pending / in progress with details *										
8.	Service rendered										
9.	Names of Project In charge & Key staff & nos. of staff involves.										
10.	Any other information										

Signature of authorized person

Name Seal of the Firm

Place..... Date.....

Note: Add an additional sheet for indicating more works if any.

Annexure-K

CHECK LIST

Sl. No.	Description	Check list
1.	Details of Similar projects handled by PMC (already completed) accompanied with project report, completion certificates, photographs etc.	
2.	List of projects in hand with PMC with description of projects, cost, Time LineTargets etc.	
3.	Report explaining PMC's approach particularly to this project.	
4.	Alternate models/methodology, phasing and development strategy.	
5.	PMC's strategy for quality control on the project.	
6.	Financial Bid on Prescribed Format as given.	
7.	Detailed Engineering scheme as per the concept design of the proposed Administrative Building showing the design scheme for structural arrangements, building services design and concept, including design brief report for the project, energy efficiency measures, project cost, life cycle cost etc.	
8.	Letter of Authorization.	
9.	Manpower deployment details.	
10.	Quality Assurance Plan and Safety Assurance Plan.	

NOTE: The Check list shall be duly filled and submitted in the Technical Cover.

4

