



Bhubaneswar Smart City Limited

Block-1, 2nd Floor, BMC- Bhawani Mall, Saheed Nagar, Bhubaneswar- 751007
E-mail Id:bbsr.bscl@gmail.com, CIN: U74990OR2016PLC020016

No: 669

Date: 10.03.2017

Request for Financial quotations for

providing **Comprehensive Consultancy Services for “Interior Furnishing for the Office of Bhubaneswar Smart City Ltd” at 4th floor of Bhawani Mall, Sahidnagar, Bhubaneswar**

1. Bhubaneswar Smart city Ltd (BSCL) proposes to carry out the Interior Furnishing work of its premise at 4th floor of BMC-Bhawani Mall, Sahidnagar, Bhubaneswar. The premise is approximately 8,000 sq.ft of space. BSCL desires to appoint an Architect/Architectural Consultancy Firm for the said purpose and invites **sealed financial quotations** for comprehensive consultancy services from the BDA empanelled Architects. Work will be awarded to the lowest bidder only. Interested firms from the BDA empanelled list shall send their financial proposal in sealed cover so as to reach **General Manager (E & T), BSCL**, 2nd floor, Bhawani Mall, Sahidnagar, Bhubaneswar on or before **4.00 P.M. on 20.03.2017**. The financial proposal so received will be opened on **same day at 4.30 P.M.** and work will be awarded to the lowest bidder.
2. **The financial quotation shall be on percentage basis of final project cost. Applicable statutory Taxes as applicable will be paid extra.**
3. Please note that no incidental expenses of any kind will be entertained. The selected consultant will be required to finalize the details of Internal Furnishing in consultation with officials of BSCL. The consultant will be required to give power point presentation before a technical committee for finalization of the same. During execution also he will be required to visit the site as per requirement. Other terms and conditions of engagement will be governed as per existing agreement between the selected Agency and Bhubaneswar Smart City Limited (BSCL).
The undersigned reserves all rights to reject any or all bids without assigning any reason thereof.
4. Earnest Money Deposit of **INR 10,000/-** in the form of Bank Draft from a Nationalized Bank shall be pledged in the name of **CEO, Bhubaneswar Smart City Ltd.**
5. The bidders shall have work experience in the related field for the **last 5 (five) financial years** immediately preceding the Bid due date.
6. Financial Capacity: The bidders shall have average annual turnover of **INR 50 Lakhs** during the **last 3 (three) financial years** immediately preceding the Bid due date
7. I.T statement for last three financial years along with PAN no. shall be submitted.
8. **Tentative detail of project is as below:**

Proposed Internal Furnishing area is at BMC- Bhawani Mall, Sahid Nagar, Bhubaneswar	4 th Floor area of Block-1, BMC-Bhawani Mall.	8,000 Sft. approx
Project Components: Comprehensive Consultancy Services “Interior Furnishing for the Office of Bhubaneswar Smart City Ltd at 4th floor of Bhawani Mall, Sahidnagar, Bhubaneswar”		

9. Detailed Scope of Services

The selected Applicant would be required to provide the detailed scope of services, which inter alia includes but not limited to, are as follows

A. **Stage 1: Schematic Design Phase:**

Prepare conceptual designs with reference to requirements

B. **Stage 2: Development of Final Design**

- I. Modify the conceptual designs incorporating required changes as directed by BDA
- II. Ensure compliance with codes, standards and legislation, as applicable while approving the final design.
- III. Prepare the overall preliminary drawings with supported interior views and other required service drawings like the HVAC , Electrical Network/ Fixtures and Fittings, Data / Voice Networking, Security system – CCTV, Signage / Graphic design, Interior landscape design, Acoustic design, Audio/visual systems in the conference room etc.
- IV. Based on the final approved design, prepare the preliminary BOQ , schedule of specification / finishes and

the preliminary cost estimate based on preliminary BOQ including the scheduled and non-scheduled items for the total renovated area

C. Stage 3: Development of Working drawings:

Preparation of required detailed working drawings and other details for smooth execution of work during construction. Any report, drawings / details must be issued in 5 hard copies and 1 soft copy.

D. Stage 4: Preparation of detailed specification and BOQ to invite tender :

Assist BSCL for evaluation of the technical proposals of the prospective contractors;

- I. Based on the approved design and the working drawings prepare the final schedule of specification / finishes along with the report of procurement process for the client's approval
- II. Prepare the final BOQ including the scheduled and non-scheduled items, and the final estimate of cost based on the approved design and working drawings CPM, PERT chart, Schedule of activities
- III. Preparation of tender document along with agreement for selection of suitable contractor/ contractor(s) specifying detailed bill of quantity, general condition of contract, code of practice, mode of measurements, method of payment, quality control procedure on materials / works and bidding methodology (e.g. eligibility criteria, submission requirement, evaluation methodology etc.)
- IV. Assist BSCL for organizing pre-bid conference and providing necessary clarification on the bidders queries;

E. Stage 5: Construction

Periodical Visit to the project site, to inspect and evaluate quality and progress of the construction works and submit the visit report to BDA within three days from the date of visit. The visit should comply to all doubts with the satisfaction of BSCL. The expenses of such visit shall be borne by the selected firm.

Provide necessary clarification on any identified discrepancy / ambiguity in drawings / specifications etc.

Provide interpretation of the drawings / specifications

10. Payment Structure

The Fees shall be paid as per the scheduled described below upon the completion of the work and invoice raised by the selected Bidder. The payment shall be released within 15 days of submission of such invoice.

The fees shall be inclusive of all other contingency expenses, payment to any third party and profit. It shall be exclusive of applicable service tax. The service Tax as applicable should be raised separately and will be paid by BSCL.

The fees of the selected applicant would be payable in the following manner

Stage 1 & 2	Schematic Design Phase and Development of Final Design	10% of the Lump Sum Quotation
Stage 3	Development of Working Drawings	20% of the Lump Sum Quotation
stage 4	Preparation of detailed specification and BOQ to invite tender	30% of the Lump Sum Quotation
Stage 5	Construction Phase	40% of the Lump Sum Quotation

For any queries you may contact:

Sri. S. Maharana, GM (Engg. & Technology), BSCL
2nd floor, Bhawani Mall, Sahidnagar: 0674-2548228