



## महात्मा गांधी अंतरराष्ट्रीय हिंदी विश्वविद्यालय

(संसद द्वारा पारित अधिनियम 1997, क्रमांक 3 के अंतर्गत स्थापित केंद्रीय विश्वविद्यालय)

पोस्ट हिंदी विश्वविद्यालय, गांधी हिल्स, वर्धा - 442001 (महाराष्ट्र), भारत

[ Phone No. 07152-232669, Fax No. 07152-247602 ]

[ Website : [www.hindivishwa.org](http://www.hindivishwa.org) ]

### निविदा

**Tender No. :** MGAHV/CD/34/2019-20/04

**Date :** 17.05.2019

विश्वविद्यालय में UPSKNNL/UPSCIDCL द्वारा किए जा चुके/किए जा रहे/किए जाने वाले निर्माण कार्यों की देख-रेख, संबंधित बिलों के सत्यापन आदि कार्यों के लिए Project Management Consultant (PMC) की आवश्यकता है।

क्र.	विवरण	निविदा शुल्क	ई.एम.डी. शुल्क	निविदा जमा करने की अंतिम तिथि
01	Project Management Consultant (PMC) की आवश्यकता	1000/-	3,60,000/-	Upto 5.00 PM on 11.06.2019

उपर्युक्त संदर्भ में निविदा सूचना की पूरी जानकारी विश्वविद्यालय की वेबसाइट [www.hindivishwa.org](http://www.hindivishwa.org) एवं भारत सरकार की वेबसाइट [www.eprocure.gov.in](http://www.eprocure.gov.in) पर भी उपलब्ध है।

कुलसचिव

17/05/19

# **MAHATMA GANDHI ANTARRASHTRIYA HINDI VISHWAVIDYALAYA**

**Post Hindi Vishwavidyalaya, Gandhi Hills, Wardha-442 001.**

(Phone 07152-232669 Fax No 07152-247602)

[Website : [www.hindivishwa.org](http://www.hindivishwa.org)]



## **TENDER FOR PROJECT MANAGEMENT CONSULTENCY SERVICES**

### **PRICE BID**

**Professional fees for providing project management consultancy services. Percentage on cost of the project (based on value of bills of construction agency certified)**

**Percentage in figure**

-----

**Percentage in words**

-----

-----

-----

**Signature of authorized representative**

**Name** : -----

**Designation** : -----

# MAHATMA GANDHI ANTARRASHTRIYA HINDI VISHWAVIDYALAYA

**Post Hindi Vishwavidyalaya, Gandhi Hills, Wardha-442 001.**

(Phone 07152-232669 Fax No 07152-247602)

[Website : [www.hindivishwa.org](http://www.hindivishwa.org)]

**Tender No. : MGAHV/CD/34/2019-20/04**

**Date : 17.05.2019**

**File No. : 34/Tender/PMC/2019/02**

## TENDER FOR PROJECT MANAGEMENT CONSULTANCY SERVICES



ज्ञान शांति मैत्री

TENDER FORM SALE WILL START FROM	:	03.00 PM on 17.05.2019
LAST DATE FOR SALE OF TENDER FORM	:	Upto 05.00 PM on 10.06.2019
LAST DATE FOR SUBMISSION OF TENDER FORM	:	Upto 05.00 PM on 11.06.2019
DATE OF OPENING OF TENDER (i.e. Technical Bid)	:	At 04.00 PM on 12.06.2019

- **Tender available on [www.eprocure.gov.in](http://www.eprocure.gov.in) & [www.hindivishwa.org](http://www.hindivishwa.org)**

**TENDER FORM PRICE Rs. 1000/-**





## **MAHATMA GANDHI ANTARRASHTRIYA HINDI VISHWAVIDYALAYA**

**Post Hindi Vishwavidyalaya, Gandhi Hills, Wardha-442 001.**

(Phone 07152-232669 Fax No 07152-247602)

[Website : [www.hindivishwa.org](http://www.hindivishwa.org)]

### **NOTICE INVITING TENDER**

Mahatma Gandhi Antarrashtriya Hindi Vishwavidyalaya, Wardha (Maharashtra) invites sealed Tender from eligible firms PROJECT MANAGEMENT SERVICES for the ongoing construction activities in the University campus at Wardha and other locations as and when required. The Tender in two bid system is invited as detailed in Tender document. Earnest Money Deposit of Rs.3,60,000/- shall be in the form of a Demand Draft in favour of Finance Officer, MGAHV, Wardha payable at Wardha from a Nationalized Bank. Any Tender not accompanied by Earnest Money will be rejected. Tender document shall be available for sale at Department of Campus Development, Mahatma Gandhi Antarrashtriya Hindi Vishwavidyalaya, Gandhi Hills, Wardha (Maharashtra) on payment of Rs.1000/- by A/c Payee Demand Draft in favour of Finance Officer, MGAHV, payable at Wardha. The Tender form can be collected on all working days from 17.05.2019 to 10.06.2019 (Monday to Friday) 10.00 am to 05 pm. The Tender documents can also be downloaded from Government of India website [www.eprocure.gov.in](http://www.eprocure.gov.in) & University website [www.hindivishwa.org](http://www.hindivishwa.org). The Tenderer submitting downloaded Tender document shall attach DD for Rs.1000/- (Rupees One Thousand Only) alongwith the Tender in favour of Finance Officer, MGAHV, Wardha payable at Wardha. Please refer University website [www.hindivishwa.org](http://www.hindivishwa.org) and Government of India website [www.eprocure.gov.in](http://www.eprocure.gov.in) for all other related details.

The Tender shall be on two bid system, where techno-commercial details (Detailed in qualifying criteria) along with EMD for Rs. 3,60,000/- (Rupees Three Lakh Sixty Thousand Only) shall be put into envelop No. (1) and price bid shall be put into the envelop No. (2). Both of these envelopes, after being sealed properly, shall be put into envelop No. (3) which should be properly sealed before it is put into the Tender box. The Tenderer who do not qualify the pre qualification shall be summarily rejected and their price bids shall not be opened. Competent Authority can reject any or all Tender without assigning any reason. If the date of receipt/opening of Tender is declared as holidays, the same shall be received / opened on the next working day. The competent authority can also consider higher bidder if the PMC firm has comparatively high profile and best of professional ability.

### **SCOPE OF WORK**

The consultant shall provide comprehensive project management services for the construction of building and proposed infrastructure works that may be required by the University.

- 1) Assistance in selection of architect and looking after the construction work executed by the contractors.
- 2) Co-ordination with Regulatory Authorities, Construction Contractors and other participants.
- 3) Construction management to ensure quality and compliance with the budgetary allocation and time schedule.
- 4) Assistance in obtaining necessary approvals from the regulatory Authorities.
- 5) Any other services required and authorized by the University, related to the beneficial use and occupancy of the proposed facilities.



**MAHATMA GANDHI ANTARRASHTRIYA HINDI VISHWAVIDYALAYA**

**Post Hindi Vishwavidyalaya, Gandhi Hills, Wardha-442 001.**

(Phone 07152-232669 Fax No 07152-247602)

[Website : [www.hindivishwa.org](http://www.hindivishwa.org)]

### **EARNEST MONEY DEPOSIT:**

**Rs.3,60,000/-** shall be in the form of Demand Draft payable in favour of **Finance Officer, MGAHV, Wardha** from a Nationalized Bank. Any Tender not accompanied by Earnest Money will be rejected.

### **SUBMISSION OF OFFERS**

The Tender document shall be submitted in a sealed cover super-scribed with the following information:

- Name of the work : tender for providing Project Management Services to the University.
- This shall contain separately sealed three no. envelopes super-scribed as below:
  - Envelope 1 : **Techno Commercial + EMD**
  - Envelope 2 : **Price -Bid**
  - Envelope 3 : **Envelop 1 & 2 SUPERSCRIBING AS BELOW:**

**NAME OF WORK: Tender for Providing Project Management Services to the University.**

ENVELOPE 1 of offer shall contain **Earnest Money Deposit** DD for tender cost **and TECHNICAL COMMERCIAL BID** as listed in qualifying criteria.

ENVELOPE 2 of offer shall contain only the **PRICE BID**, in percentage as professional fees on cost of the project. No conditions. All corrections in quoted prices must be stamped and signed. Any conditions mentioned in PRICE BID shall not be taken into account. Covering letter, technical submissions and other details required shall form part of the offer.



**MAHATMA GANDHI ANTARRASHTRIYA HINDI VISHWAVIDYALAYA**

**Post Hindi Vishwavidyalaya, Gandhi Hills, Wardha-442 001.**

(Phone 07152-232669 Fax No 07152-247602)

[Website : [www.hindivishwa.org](http://www.hindivishwa.org)]

Mahatma Gandhi Antarrashtriya Hindi Vishwavidyalaya, Wardha takes no responsibility for any delay, loss or non-receipt of tenders sent by post. Offers sent by **Fax/Email/ Telegraphic offers shall not be accepted.**

**LAST DATE & TIME FOR RECEIPT OF TENDERS: 11 June, 2019 upto 05:00 P.M.**

The Tender shall be opened at 4.00 PM on 12.06.2019 in the presence of attending tenderers/ authorized representatives. **Envelop 1** shall be opened first EMD and Technical Qualifications shall be evaluated by the TEC (Technical Evaluation Committee) as per guidelines mentioned in the instructions to tenderers. The price bid of only those who meet the requirements as per the Technical Bid will be opened separately on date decided by the University & the successful bidder will be informed of the same.

**PLACE OF SUBMISSION :** The Tender to be dropped in Drop Box **placed in the Registrar Office of MGAHV, Wardha.**

Mahatma Gandhi Antarrashtriya Hindi Vishwavidyalaya, Wardha (Maharashtra) reserves the right to accept or reject any or all tenders in part or in total without assigning any reason thereof.

**Registrar**

Mahatma Gandhi Antarrashtriya Hindi Vishwa Vidyalaya, Wardha

## **VALIDITY OF OFFER**

From:

Dear Sir,

We hereby submit our offer in compliance with the terms and conditions of the attached Document.

Earnest money deposit in the form, as required, Rs.3,60,000/ is Enclosed.

Our offer shall remain valid for acceptance for a period of three months from the date of opening of tender.

Very truly yours,

**(Seal and Signature of the firm)**

Full Name \_\_\_\_\_ Title & Capacity \_\_\_\_\_

CERTIFICATE AS TO CORPORATE PRINCIPAL –CERTIFIED COPY OF THE  
RESOLUTION OF BOARD OF DIRECTOR AUTHORISING SIGNATORY TO BE  
ENCLOSED \_\_\_\_\_

Certify that I am \_\_\_\_\_

Secretary of the Organization organized under the laws of \_\_\_\_\_

and that \_\_\_\_\_ who signed the above tender is authorized to and the organization  
by authority of its governing body.

**(SEAL AND SIGNATURE OF THE CONTRACTOR)**



## **QUALIFYING CRITERIA FOR TENDER:**

- 1) Minimum 5 years of experience for PMC must have providing PMC Services for mega project (project cost over Rs.50 crore) (Rs. Fifty crore only)
- 2) Experience of providing PMC services for Govt. Educational Institutes such as central/state University, IIT for minimum of 5 years.
- 3) PMC shall be fully conversant with CPWD/PWD practices, with respect to execution of various activities related with the construction.
- 4) PMC must have sound engineering back ground related with verification of bills of construction agency. Must have verified and certified bills of construction agency over Rs.50 Crore (Rs. Fifty crore only). Minimum 02 nos. of staff having Engineering Degree.
- 5) The firm must have a H.O/Local office within 200 Km of the University campus for effective coordination monitoring and site visit to the University.(Detail address of HO/Local office within 200 km of University i.e. Wardha)
- 6) The University expects the PMC to provide best of the professional services and as such preference will be given to the high profile Pvt.Ltd. firm in comparison with PMC firm of other categories. Certificate of incorporation, Corporate Identity number shall be mandatory.
- 7) The PMC firm/Directors/Advisor/Partners must be member of minimum three professional organisation such as Association of Consulting Civil Engineer, Indian Concrete Institutes, Indian Water Work Association, Indian Institutes of Architect, Institutes of Valuers or other Professional Bodies.
- 8) Firm must have following documents (Attach photo copy)
  - i) PAN
  - ii) Certificate of registration under sub section (1) of section (5) of Maharashtra State Tax on Profession.
  - iii) Tax Deduction Account No.(TAN)
  - iv) Services tax code.
  - v) GST Registration No.
  - vi) Aadhar Number (Director, Deputy Director, Project Director, Engineers)
- 9) Average Annual financial turn over of the PMC firm (i.e. professional fees received) during the last 5 years (i.e. 01 April 2014 to 31 March 2019) should not be less than Rs.40 Lakh.
- 10) Value of the bills of the construction agency certified by the PMC during the last 5 years i.e. Up to 31/03/2019 should not be less than 50 crore.
- 11) The firm should be able to provide Architectural services to the University, if desired and to do so, the firm must have Sr. Architect as part of the firm or Director/Partners/Sr. Associates. Must have provided Architectural services along with PMC services. List of such works to be enclosed.

## **INSTRUCTIONS TO TENDER OFFERER**

### **SITE INFORMATION:**

The work involves providing project management consultancy services for building and infrastructure works at Mahatma Gandhi Antarrashtriya Hindi Vishwavidyalaya, Wardha (Maharashtra) CAMPUS PREMISES and other locations as and when required.

### **INFORMATION/DOCUMENTS REQUIRED WITH TENDER**

All details as mentioned the original Tender document and addendum (if any), which are required to be submitted

The offerers should note that all the documents/ information as per above and other section of the tender documents must be enclosed with the Tender and that the Tender as received shall be evaluated based on the document/ information enclosed with the offers.

It shall not be obligatory to further correspond with the offers on the above aspect. No communication/representation shall be entertained in the above respect.

### **SUBMISSION OF OFFER:**

Offers duly filled in should be submitted alongwith Earnest Money as stipulated in the notice inviting tender. Earnest Money shall be accepted only in the form given in clause. Offers without Earnest Money Deposit will be rejected.

Offers shall be submitted in the following manner, in separately sealed envelopes duly super scribed as below:

### **ENVELOPE 1 – EMD + TECHNICAL BID:**

EMD shall be submitted in the form of a Demand Draft from a Nationalized Bank.

### **TECHNICAL BID:**

This part shall contain ORIGINAL offer Documents duly filled in as required, but without professional fees.

The supporting documents required under qualifying criteria in support of serial 1 to 11 (as specified in qualifying criteria) with all required documents.(Xerox copy duly attested by authorized signatory of the firm)

List of works in hand for providing PMC services to be enclosed.

Deed of partnership and authorisation letter for the partner for authorized signatory for this document

### **ENVELOPE 2-PRICE BID:**

This part shall contain only the professional fees quoted in words and figures on percentage basis of cost of the project. The taxes applicable from time to time payable shall be paid if required and hence did not mention the tax liability in the price bid.

**IMPORTANT NOTES:**

- i) Offer not containing above information strictly in the required manner shall be liable for rejection.
- ii) Only percentage of professional fees shall be read out during the offer opening and no other conditions including Technical details whatsoever.
- iii) University will provide office and infrastructure facility to the consultant free of cost.

**RATES TO BE IN FIGURES AND WORDS:**

The offerer should quote in English both in figures as well as in words. Discrepancy, if any found between the rates in figures and words of the percentage shown in the offer document the following procedure shall be followed:

When there is a difference between the percentage in figure and words, the percentage in words shall be taken as correct.

**VALIDITY OF OFFER:**

The offer shall remain valid for acceptance for a minimum period of 3 months (three months)

**CONTRACT AGREEMENT:**

Contract document for agreement shall be prepared after award of works to the successful bidder by detailed letter of Intent. Until the final contract documents are prepared and executed this tender document together with the annexed documents, modifications, deletions agreed upon by the Mahatma Gandhi Antarrashtriya Hindi Vishwavidyalaya, Wardha (Maharashtra) and Bidders acceptance thereof shall constitute a binding contract between the successful Bidder and the University based on terms contained in the aforesaid document and the finally submitted and accepted the percentage professional fees.

The contract document shall consist of the following:

- a) Original tender documents issued with its enclosures.
- b) Addendum/ Corrigendum to tender documents issued, if any.

The detailed letter of Acceptance alongwith Statement of Agreed Variation (if any) and enclosures attached therewith.

- e) Contract Agreement on stamp paper of appropriate value in prescribed format.

**PERFORMANCE SECURITY:**

Successful bidder will deposit Rs. 9,00,000/- (Rupees Nine Lakh only) as a performance security.

**Note :**

- (A) Any corrigendum, addendum, dedendum or other information regarding this tender will be available on University website only.
- (B) University reserves the right for cancellation of this tender at any stage without assigning any reason.

\* \* \* \* \*