

Request For Proposal
Expert Technical Consultant
Various Project in Bhilai Charoda

Issued by :-

The Commissioner

Municipal Corporation , Bhilai charoda

Distt- Durg (Chhattishgarh)

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1. Request For Proposal

Municipal Corporation Bhilai Charoda intends to prepare a detailed project report, designs and working drawings for Various Project in at Municipal Corporation Bhilai Charoda invites expression of interest from reputed consultants who has expertise in preparation of such type of projects.

2. DETAIL TERMS & CONDITIONS for appointment of consultant for project preparation of D.P.R for Various Project.

The participant shall visit the sites. Assess the requirement and suggest appropriate scheme. They are required to submit their vision paper on the basis of the findings along with their offer.

3. Eligibility of Tenderer : -

A.- Tenderer or consultant who empaneled in UAD Group A Category and two other govt. departments

B- Tenderers have Experience of minimum one project of 30 core. or two projects of 15 core. within last 3 years.

4. SCOPE OF SERVICES: -

1. A. To interact with the officer in charge of the MUNICIPAL CORPORATION BHILAI CHARODA and to collect available work details, data, base plan etc. for survey and investigation work.
2. To conduct soil investigation by SPT test or bore log and collection of soil samples and laboratory test or by plate load bearing test or by pile load test as may be required in accordance with the provision of respective course and practices. The design of foundation shall be based on the result of soil investigation.
3. To examine legislation, code and standard as they affect the project.
4. To prepare preliminary draft sketches and notes sufficient to explain the consultant does general understand of the requirements and to prepare a preliminary estimate of cost.
5. To discuss draft sketches with the concerned officer of the Municipal Corporation Bhilai Charoda and make such modification as may be necessary of obtain approval on draft sketches, report and preliminary estimate of cost.
6. To prepare and submit the submission drawings, detailed project report (DPR) as may be required and to assist the Municipal Corporation Bhilai-Charoda in obtaining approval of the project from statutory body, if required.
7. To prepare working drawing, specification and schedule of quantities and to prepare detailed estimates of cost on the schedule of rates (SOR) followed by the Municipal Corporation Bhilai-Charoda for invitation of tenders. The Municipal Corporation Bhilai Charoda shall compile, make amendment if necessary and issue final tender documents.
8. To set out the layout at the site, and incorporate any charge necessitated by site parameters.

9. To prepare submit and obtain approval of Architectural working drawings including large scale and full size details sufficient enough for proper execution of the work during construction particularly as per Direction Deptt.
10. To prepare and submit structural design and drawings with bar bending schedule and to submit design calculation and obtain approval.
11. To prepare submit and obtain approval of design, drawings and specification of roads, culverts, drains etc. as required.
12. To prepare junction design, kiosks, culverts, footpath design etc. if required.
13. To visit the site of work periodically to clarify and to give decision or interpretation of the drawings and specification that may be necessary to certify the progress and general quality of work as and when required.
14. On completion of the project to furnish a report to the Municipal Corporation Bhilai–Charoda states there in, guidelines for and instructions for maintenance of property including painting and finishes landscape etc. in three sets, free of cost.
15. To prepare guidelines for the phased construction of project based on the type of completion envisaged by Municipal Corporation Bhilai–Charoda.
16. At the time of supervision consultant have to visit every week. No extra charge shall paid for visit.
17. After supervision it is compulsory to submit written report every week.
18. If any deviation/changes during execution occurs, its consultant's responsibility to take level and submit revised drawing, design & estimate within a week.
19. It is responsibility of consultant to take technical sanction from the competent authority for the revised estimate. If competent authority gives any instruction about the estimate, consultant will revise the estimate as per instruction.
20. It is the responsibility of the consultant to submit detailed drawing in three copies after completion of project.

5. Period of issue of documents

RFP document containing detailed terms and conditions can be obtained from M.C. Bhilai-Charoda office on or before 20.03.2025 during office hours on payment of Rupees one thousand by demand draft payable to the Commissioner at Municipal Corporation bhilai charoda or can be downloaded from M.C. Bhilai-Charoda website <http://www.nagarnigambhilaicharoda.com> which can be submitted along with the prescribed demand draft.

6 Earnest Money

- a. Rs. 50,000/- in the shape of Term Deposit/ FDR Receipt of Nationalized Bank or Scheduled Bank of Minimum one year period from the date prescribed for opening of tender in the name of **Commissioner, Municipal Corporation Bhilai Charoda**
- b. The earnest money shall be refunded immediately in the case of tenderers whose tenders are not accepted, except for first two lowest offers. Earnest money of second lowest bidder will be refunded after award of contract & Agreement process completed.

7. Date & place of submission of RFP

The duly filled RFP documents shall be submitted in the office of the Commissioner , Municipal Corporation Bhilai-Charoda up to or on **Dt. 26/03/2025** up to 5.00 PM Hours by speed post only. Any delay in receipt of RFP by post would be the responsibility of tenderer and such tenders, which are received late, will not be opened.

8. Date of Opening of RFP

The RFP will be opened on next day @ 11.00 AM hours, if possible in the presence of attending Consultants or their authorized representatives in the office of Commissioner , Municipal Corporation Bhilai-Charoda

9. Taxes and Levies

The offer shall be inclusive of all the Taxes (Income Tax, GST etc), excluding service Tax shall be paid at the percentage prevailing to the current practices if applicable.

10. DESIGN SOUNDNESS AND PENALTY FOR FAILURE

The Consultant shall be responsible for the total soundness of design. All designs shall be prepared by the consultant conforming to relevant codes of practice and rules regulation imposed by statutory bodies.

In the event of any design failure or violation of statutory regulation faced by the client during execution and there after the client may impose penalty on the consultant.

11. SUPPLY OF DRAWINGS, REPORTS ETC

- a. The Consultant shall always be required to submit three ammonia or xerographic prints of all the design drawings and reports required for examination / modification / approval.

- b. There after a copy of the approved/corrections drawing shall be returned to the Consultant for incorporating changes, if any.
- c. The consultants after completion of the correction shall submit three copies of all the corrected drawings and reports including tender documents, estimates, specifications etc. further examination/ approval.
- d. After final approval the consultant shall submit eight copies of all the approved drawings and reports including tender documents, estimates, specifications etc. for further use in tendering/ construction etc.
- e. The consultant after completion of the work shall be required to submit one copy each of the completion drawing on polyester tracing film (incorporating all changes done till the completion of the work).
- f. Additional copies of drawing, documents etc. required by the MUNICIPAL CORPORATION BHILAI CHARODA shall be supplied by the consultant on extra payment at mutually agreed rates.

12. PROFESSIONAL FEES: -

The professional fees shall include the cost of visit to the office as required, including the cost transport, boarding & lodging etc. The above-mentioned fees shall not include cost of any material or work, which is required to be removed for remodeling and reengineering of any project or work.

13. MODE OF PAYMENT: -

The consultant shall be paid in accordance with the following schedule:-

Part I – Preparation & Approval of D.P.R.

Stage	Description	Fees Payable
1	After submission of preliminary drawings/designs with the stage I estimate based on area basis and acceptance of the same by the local body.	10% of the total fee payable, less payment already made.
2(a)	After submission of final plans architectural drawings and acceptance of the same by the local body.	25% of the total fee payable, less payment already made.
2(b)	On submission of basis working drawing and details sufficient for preparing item wise estimate and acceptance of the same of by the local body.	40% of the total fee payable, less payment already made.
2(c)	After submission of all the drawing mentioned in stage (a & b) above and on acceptance of the same by the local body.	50% of the total fee payable, less payment already made.
3	After submission detailed specification, schedule of quantities, detailed design of structure and services and estimate of costs and draft tender documents sufficient to invite tender.	80% of the total fee payable, less payment already made.
4	After submission of complete set of drawing and details sufficient for the work to commence at site.	100% of the total fee payable, less payment already made.

Part II – Super Vision of Project –

- 1- The payment of super vision is 75% amount of relevant fees of actual work done time to time.
- 2- Rest of 25% of relevant fees will released after completion of project.
Service Tax shall be paid extra on bill amount as per the norms of Central Govt.

Note: -

1. All intermediate payments shall be on account payments, which shall be adjusted at the time of final payment. On account payment may be made at the discretion of the MUNICIPAL CORPORATION BHILAI CHARODA to the consultant during any of the stage of service based on quantum of work done.
2. Security Deposit 5% will be deducted from every running bill.

14. LIQUIDATED DAMAGES: -

1. Time schedule shall be the essence of agreement. If the consultant fails to complete the work with in time prescribed, the consultant shall pay to the MUNICIPAL CORPORATION BHILAI CHARODA the sum equal to 1% (one percent) of the total fee for delays per week as liquidated damages, provided that the entire amount of liquidated damages shall not exceed 10% (ten percent) of total fee.
2. The MUNICIPAL CORPORATION BHILAI CHARODA without prejudice to any other method of recovery shall deduct the amount of such damages from any amount due or which may become due to the consultant. The payment or deduction of such damages shall not relieve the consultant from his obligation to complete his service or from any other liability under the agreement.

15. Period of contract : -

1. Period for submission & Approval of DPR, including preparation of NIT & detail working drawing is one months.
2. For super Vision the project period depends on project cost.

16. RESPONSIBILITY OF MUNICIPAL CORPORATION BHILAI/ CHARODA

The following shall be the responsibilities of the MUNICIPAL CORPORATION BHILAI -CHARODA.

1. To provide detailed requirements of the project.
2. To provide correct site plan.
3. To furnish relevant schedule of rates, code of practice and other documents pertaining to the state of Chhattisgarh, required to be followed by the consultant.
4. To pay the fees of the consultant within one week of submission of the bill.

17. RIGHTS:-

All drawings of the designs accepted by the MUNICIPAL CORPORATION BHILAI /CHARODA will be retained as its property.

18. OTHER CONDITIONS:-

1. The consultant shall prepare drawings, designs, specifications and estimates of costs by cubic measurement or on area basis, on schedule of rates of the executing agencies including preparation of stage II estimate based on the schedule of rates followed by the agency. In the absence of any rate in the aforesaid, the same shall be arrived at by actual unit analysis based on the rates at place of construction to be approved by the Municipal Corporation Bhilai Charoda .The consultant shall assume full responsibilities for the designing with soil, geological and other investigations reports. The Municipal Corporation Bhilai/Charoda, Engineer shall have access to the details of the calculations and the structural designs for the purpose of scrutiny and for satisfying themselves as to their correctness, if necessary.
2. The consultant shall assume full responsibilities for the design with soil, geological and other investigations reports. The Municipal Corporation Bhilai- Charoda Engineers shall have access to the details of the calculations and the structural designs civil, electrical and mechanical for the purpose of scrutiny and for satisfying themselves as to their correctness, if necessary.
3. The consultant shall advice the Municipal Corporation Bhilai Charoda regarding the work under execution and submits reports on the observations.
4. Any deviations from the approved drawings or specification, which may be observed by the consultant, shall be given in writing by him to the Municipal Corporation Bhilai/ Charoda which may cause issue necessary instructions to the executing agencies. The consultant so as to enable the user to communicate his decision shall work out any financial implication that would result in such deviation.
5. The consultant shall make necessary revisions as may be required by The Municipal Corporation Bhilai/ Charoda in the drawing and other drawings\ documents submitted by them at the draft stage and after setting out the layout. Any subsequent revisions in drawing and documents, once approved required to be made by the Municipal Corporation Bhilai/ Charoda may be compensates additional services rendered by the consultant.
6. The consultant would not make any change in the approved drawings and specifications without the prior written consent of the Municipal Corporation Bhilai/ Charoda. The drawings, specifications, and documents as instruments of services are the property of the consultant whether the project for which they are made is executed or not. They are not to be used for any other project except with the written consent of the consultant.
7. The consultant within fees mentioned in these terms and conditions shall for the scope of work and services to be rendered there on , engage qualified sub-consultants. The remuneration for any such such-consultants appointed by the consultants for the service under this agreement shall be borne by the consultant at his cost.
8. The consultant, within the fees mentioned in these terms and conditions shall for the scope of work and services to be rendered there on engage qualified sub-consultant. The remuneration for any such sub-consultant appointed by the consultant for the service under this agreement shall be borne by the consultant at his cost.
9. The Municipal Corporation Bhilai/ Charoda shall have the liberty to postpone or not to execute any work and the consultant shall not entitled to any compensation of damages for such postponement or non execution of the work except the fees which are payable to the consultant up to the stage of

scope of work on the date of such decision communicated to the consultant by the Municipal Corporation Bhilai Charoda.

10. Except as above the consultant shall not assign, sublet or transfer their interest in the work with out the written consent of the Municipal Corporation Bhilai/ Charoda.
11. When the work is executed wholly or in part with old materials or the Municipal Corporation Bhilai provides labour or carriage the percentage fee shall be calculated on the cost of estimate on complete item.
12. It shall be the responsibility of the consultant to see that the variation in each item of work in the detailed estimate and as actually executed does not exceed 20 %, except where alterations are made in the approved drawings, specifications etc. under the written instruction of the Municipal Corporation Bhilai Charoda.
13. If on scrutiny/check by the Municipal Corporation Bhilai Charoda, if it is established that the detailed stage II estimate and design calculations submitted by the consultant are not framed with due care and diligence with reference to its authenticity/ correctness the consultant shall pay the actual pay and allowances of the staff or cost of engaging consultant so deployed in its scrutiny by the Municipal Corporation Bhilai/ Charoda. However, it shall be the responsibility of the consultant to resubmit the design and/ or estimate afresh. The detailed estimate submitted at the stage shall be in line with the standards and methodology in its preparation in vogue in the public works department of Government of Chhattisgarh and it should be ensured that all the designs are most economical.
14. Arbitration--: All difference and dispute arising between the Municipal Corporation Bhilai/ Charoda and the consultant on any matter connected with this work or regards to the interpretations of the contents of the terms and conditions shall be referred to sole arbitrator mutually agreed.
15. The Chairman, Municipal Corporation Bhilai – Charoda reserve the right to reject any / all application without assigning any reason.

MUNICIPAL CORPORATION BHILAI CHARODA

Annexure I

RATES

Sr.No.	Particulars	Unit	Rate
			In Rs.
1.	Preparation of Detailed Project Report for Various Projects - Survey, Design, Drawing & Estimate Complete.	Percentage base	% of project cost
2	Super vision of Various Project	Percentage base	% of project cost

**Commissioner
Municipal Corporation
Bhilai Charoda**