

Maharashtra Cooperative Development Corporation Ltd



(Government of Maharashtra Undertaking)

Sakhar Sankul, Shivajinagar, Pune, Maharashtra 411005
Email ID: hopune@mahamcdc.com, mcdcpune@gmail.com
Phone No. : (020)-29809408

CIN: U65191PN2000SGC015260

E-Tender Notice For

Hiring of Architectural Services

The Maharashtra Cooperative Development Corporation Limited (MCDC), a Government of Maharashtra owned Company invites applications from reputed and experienced Architect Firm \ Individuals to participate in the competitive bidding process of Hiring of Architectural Services. For more details, please refer to the website; www.mahamcdc.com & www.mahatenders.gov.in.

Estimated Value of Tender (INR)	Tender Fees (INR)	EMD (INR)
Rs. 25 (Twenty Five) Lakh	3,000	50,000

Important Dates :-

Tender Notice Published on www.mahatenders.gov.in Portal: 12/09/2020 (10.00)

Pre-Bid Meeting on Google Meet : 15/09/2020 (13.30 to 14.00)

(Google Meet Link : <https://meet.google.com/aye-xpfb-bzj>)

Tender Available: 15/09/2020 (10.00) to 22/09/2020 (17.00)

Tender Submission: 15/09/2020 (14.30) to 22/09/2020 (17.00)

Technical Bid Opening: 23/09/2020 (12.00)

All subsequent notifications, changes and amendments shall be posted only on www.mahamcdc.com & www.mahatenders.gov.in.

Date: 11/09/2019

Managing Director
Maharashtra Cooperative Development
Corporation Ltd., Pune

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Hiring of Architectural Services

a) Rationale/Purpose of Hiring:

Tenders are being invited as per the details given below for appointment of Architect Firm \ Individuals for the work related to the Architectural Services in various schemes implemented through MCDC.

b) Mandatory Evaluation Criteria :

1. Head office of the firm / Individuals must be in Maharashtra State
2. One of Branch Office of the Firm / Individuals must be in Pune Jurisdiction.
3. The firm / Individuals should not be barred or black listed by any Governmental Organization.

b.1) Additional Criteria for Evaluation :

1. Firms / Individuals should have minimum 50 project's experience before the submission of the quotation for this project.
2. Firms/ Individuals should have minimum 7 years of experience in relevant Field.
3. Applicant should have 2 to 3 staff for handling relevant matter at Pune Jurisdiction.
4. Capable to execute scope of work in timeline.
5. Firms / Individuals should have minimum 1 Certified Architect.
6. Average turnover of Firms / Individuals of last 3 year is not less than 10 lack.

c) Scope Of Work: (Project Base)

The Architect is required to provide services in respect of the following :

1. Tentative area of coop shop up to 100 sq.ft to 500 sq.ft.
2. Taking MCDC's instructions and preparation of design brief.
3. Site evaluation, analysis and impact of existing and / or proposed development on its immediate environs.
4. Design and site development.
5. Structural design.
6. Sanitary, plumbing, drainage, water supply and sewerage design.
7. Electrical, electronic, communication systems and design.
8. Heating, ventilation and air conditioning design (HVAC) and other mechanical systems.
9. Elevators, escalators, etc.
10. Fire detection, Fire protection and Security systems etc.
11. Periodic inspection and evaluation of Construction works.
12. Ascertain MCDC's requirements, examine site constraints & potential ; and prepare a design brief for MCDC's approval.
13. Prepare report on site evaluation, state of existing buildings, if any ; and analysis and impact of existing and/ or proposed development on its immediate environs.
14. Prepare drawings and documents to enable the MCDC to get done the detailed survey and soil investigation at the site of the project.
15. Furnish report on measures required to be taken to mitigate the adverse impact, if any, of the existing and / or proposed development on its immediate environs.
16. Prepare conceptual designs with reference to requirements given and prepare rough estimate of cost on area basis.
17. Modify the conceptual designs incorporating required changes and prepare the preliminary drawings, sketches, study model, etc., for the MCDC's approval along with preliminary estimate of cost on area basis.
18. Prepare drawings necessary for MCDC's/ statutory approvals and ensure compliance with codes, standards and legislation, as applicable and assist the MCDC in obtaining the statutory approvals thereof, if required.
19. Prepare and issue working drawings and details for proper execution of works during construction.
20. Approve samples of various elements and components.
21. Check and approve shop drawings submitted by the contractor/ vendors.
22. Visit the site of work, at intervals mutually agreed upon, to inspect and evaluate the Construction Works and where necessary clarify any decision, offer interpretation of the drawings/specifications, attend conferences and meetings to ensure that the project proceeds generally in accordance with the conditions of contract and keep the MCDC informed and render advice on actions, if required.
23. In order to ensure that the work at site proceeds in accordance with the contract documents/ drawings and to exercise time and quality controls, the day-to-day supervision will be carried out by a Construction Manager (Clerk of Works/ Site Supervisor or Construction Management Agency in case of a large and complex project), who shall work under the guidance and direction of the Architect and shall be appointed and paid by the Architect.
24. Issue Certificate of Virtual Completion of works.

d) Other terms & conditions:

1. The tenure of Hiring shall be 3 years.
2. The Hiring shall be based on the terms & conditions executed between the Company & the firm
3. The mode of payment of Professional fees to the firm shall be as follows;
 - Payment shall be on made project to project, based on incidental cost incurred for setting up the per coop shop.
 - As per roles and responsibilities & Scope of work, firms submit their bills* (Two Original Copies) to MCDC with supporting document. Concern department of MCDC will Verify the bill and supporting Documents.
 - TDS Deduction on bills is applicable as per valid slab of Income Tax department as on deduction date.
4. The estimated number of coop shops in the “Annexure – B” may be increased or decreased. The Corporation is not bound to make available to the tenderer the work of the coop shop as per the estimated number shown in this “Annexure – B”.
5. The tender documents issued to the bidders duly signed and sealed in each page along with all the above documents shall be uploaded on www.mahatenders.gov.in, Tender Notice no. and Technical Bid (Part – A). Financial Bid (Part – B) Tender of the bidders found eligible in Part – A (Technical Bid) only will be opened.

e) Tender Fee & EMD :

1. Every firm participating in the tender shall deposit an amount of Rs. 3000/- (Rupees Three Thousand) (Non Refundable) and EMD of Rs. 50,000/- (Rs. Fifty Thousand) (Refundable) for each tender by way of electronic transfer in the below mentioned bank account;

Sr. No.	Name of the Company	Registered Office Address of the Company	Bank of the Company	Bank account number of the Company	Branch & IFSC Code
01.	Maharashtra Cooperative Development CORP	Sakhar Sankul, Shivajinagar, N Tanajiwadi, Pune 411005, Maharashtra GST: 27AADCM0636L1ZE	State Bank of India	33562220035	(University Road, Pune Branch) SBIN0007339

- i. Tenderer shall not be permitted to withdraw his offer or modify the terms and conditions thereof. In case the tenderer fails to observe and comply with the stipulations made herein or backs out after quoting the rates, the aforesaid demand draft will be forfeited to the MCDC, Pune.
- ii. The tenders without Tender Fee & Earnest Money will be summarily rejected.
- iii. Kindly Enclose scanned and signed copy Bank Transaction Slip (Tender Fee & EMD Deposit) with Part-A.
- iv. The EMD will be forfeited if:-
 - a) The bid documents namely Technical Bid and Financial Bid are not uploaded separately.
 - b) No claim shall lie against the MCDC, Pune in respect of erosion in the value or interest on the amount of earnest money deposit.

ANNEXURE - A
Technical Bid

Application Form for Hiring of Architectural Services with Maharashtra Co-Operative Development Corporation Limited

Head office of the firm / Individuals must be in Maharashtra State	One of Branch Office of the Firm / Individuals must be in Pune Jurisdiction	not be barred or black listed by any Governmental Organization
Supporting Document Enclosed (Yes / No)	Supporting Document Enclosed (Yes / No)	Supporting Document Enclosed (Yes / No) *self declaration

Name of the Firm / Individuals	
Constitution of the Applicant (Strike our whichever is not applicable)	Proprietor / Partnership Firm / LLP / Pvt. Ltd. / Individuals
Full address of the Firm	(* Write brief description and attach supporting documents)
Contact Number (mobile numbers)	
Fax Number (If any)	
Email ID	
Website (If any)	(* Write brief description and attach supporting documents)
Date of Registration Incorporation (In case of partnership firm please mention date of registration. In case of LLP please mention date of incorporation)	(* Write brief description and attach supporting documents)
PAN Number of the Firm / Individuals	(* Write brief description and attach supporting documents)
GST Tax Registration Number of the firm / Individuals	(* Write brief description and attach supporting documents)
Educational Qualifications Partner / Individuals	(* Write brief description and attach supporting documents)

Details of experience (If required, a separate sheet may be attached)	
Firms / Individuals should have minimum 50 project's experience before the submission of the quotation for this project.	(* Write brief description and attach supporting documents)

Firms/ Individuals should have minimum 7 years of experience in relevant Field.	(* Write brief description and attach supporting documents)
Applicant should have 2 to 3 staff for handling relevant matter at Pune PMC & PCMC	(* Write brief description and attach supporting documents)
Capable to execute scope of work in timeline.	(* Write brief description and attach supporting documents)
Firms / Individuals should have minimum 1 Certified Architect.	(* Write brief description and attach supporting documents)
Average turnover of Firms / Individuals of last 3 year is not less than 10 lack.	(* Write brief description and attach supporting documents)
Details of branch offices, if any	(* Write brief description and attach supporting documents)
Any Other Information (If required, a separate sheet may be attached)	(* Write brief description and attach supporting documents)

Application Fee Submitting Details*	Bank Transaction ID	Date	Amount
EMD Submitting Details*	Bank Transaction ID	Date	Amount

* Kindly Enclose scanned and signed copy Bank Transaction Slip with Part-A

We hereby declare that all the particulars and information as given above are true, correct and complete to the best of our knowledge and belief. We also understand that in the event of any information being found false, incorrect or incomplete, MCDC shall have the right to terminate our Hiring without assigning any reason thereof.

Date:

Place:

Stamp with Signature

Authorize Person Name :

Designation :

ANNEXURE - B**Financial Bid****Application Form for Hiring of Architectural Services with Maharashtra Co-Operative Development Corporation Limited**

Name :

Address :

*All Rates are excluding GST

Sr. No.	Particulars	Estimated No. of Cop shop (INR)	Estimated incidental cost incurred for setting up the per coop shop (INR)	Total incidental cost incurred for setting up the coop shop (INR)
1	2	3	4	5
01	In order to work as per the serial numbers 1 to 22 shown in Scope Of Work, the architect should mention his professional charges in percentage (According to the total incidental cost incurred for setting up the coop shop).	100	2,50,000/-	2,50,00,000/-
Architect Quoted professional charges in Percentage (%) A:				
Quoted Rate in Figures (Row "A" X Colum No. 5):				
Quoted Rate in Words :				

* The estimated number of coop shops in the "Annexure - B" may be increased or decreased. The Corporation is not bound to make available to the tenderer the work of the coop shop as per the estimated number shown in this "Annexure - B".

* "Annexure - B" Upload in Excel Format

Stamp with Signature

Authorize Person Name :

Designation :