



F.no- IITD/Gate No.3/372/2024

Dated: 18.05/2024

NOTICE INVITING QUOTATION

Section-1: About IIT-Delhi

IIT-Delhi invites tender under two bid systems from established, professional, and experienced authorized/registered agencies for **Consultancy Services for the Preparation of a Layout Plan for the opening of two new entrances** for Indraprastha Institute of Information Technology Delhi, Okhla Phase II, New Delhi - for one month.

The IITD Campus built over a 22.4-acre land comprises an urban residential University Campus with high-rise buildings and state-of-the-art facilities used for professional Research-based Education in IT and ECE with a present strength of approximately 4000 occupants on campus.

REQUEST FOR QUOTATION

Quotations are invited for the services of experienced Delhi-based CA Registered/MCD Empaneled Architects/ Architectural firms authorized and experienced in the Preparation of Layout Plan and certification and approval of same from concerned authorities within the permissible UBBL/NBC, MCD, & DFS/DUAC/Transport Authority and applicable bye-laws and prevalent norms.

The scope of Services includes but is not limited to the following:

Consultancy services for preparing a new layout plan incorporating two new exit gates one pedestrian and one motorable entrance/exit gate for the Fire tender path at IIT Delhi following encroachment of existing gates by abutting organizations. The services will facilitate the necessary approvals from the Town Planning Department and liaise with the Municipal Corporation of Delhi (MCD) and DDA/DFS/ Delhi Police and Traffic authorities as required for the layout approval. This shall include providing design drawings for the gates and supporting pillars for aesthetic and structural purposes with BOQ, and estimates for execution of the works as well.

TERMS & CONDITIONS

Sealed item rate quotations are invited in two bid systems for the following work on behalf of the Registrar IIT-Delhi from eligible Delhi-based Architectural Consultants for the above services at IIT-Delhi, to reach the office of the undersigned upto 3 PM on **24th May 2024** in an envelope to be opened on the same day at 3.30 PM, in the office of the CE, A-203 2nd Floor of old Academic Block, IIT-D Campus, Okhla Phase-III New Delhi-110020 in presence of the intending bidders who so wish to attend.

Site visits must be done by intending bidders and non-performance on lack of knowledge of the site shall not be taken as any reason for delay.



1. The works shall be carried out as per the relevant CPWD / BIS Standards Scope of works and terms and conditions, specifications, price bid description and areas/locations as directed complete.
2. **Time Allowed:** 90 days from issue of work order or earlier.
3. Schedule of quantity: As per enclosed financial bid.
4. Clause 12 of GCC CPWD is applicable for EI/SL.
5. **Agency must visit site in the pre-bid meeting before quoting and fully satisfy themselves of the site conditions.**
6. **Layout plan of present buildings of the IIITD will be provided with the work order,**
7. The agency/architect must not be involved in any court/arbitration dispute.
8. Agency must possess valid PAN/GST no.
9. Eligibility Criteria: The agencies must have satisfactorily executed **similar services- Architectural Consultancy Services** in Govt Deptts./PSU/Reputed Pvt. sector /MNCs during the last 7 years. The applications not supported with requisite experience certificates/work orders shall not be entertained. Application, work orders, and completion certificates are to be enclosed in **Envelope- I**.
10. Should be Delhi based and must have a permanent office in Delhi / National Capital Region of Delhi.
11. The Architectural Consultant must be registered with the Council of Architecture and /or empaneled with the MCD.
12. The financial bid of the tenderers, whose technical bid is found to be suitable, will be opened in the presence of the tenderers, who desire to attend the opening of the financial bid.
13. The Financial bid, all duly signed by the authorized signatory of the firms will be enclosed in **Envelope- II**.
14. Payment shall be made as per the actual stage of executed works against the RA/Final bill at all locations as directed.
Payment Stages are –
 - 20% of the fees as advance along with the work order.
 - 60% of the total fees on submission of primary report, BOQ, Design, drawings, presentation & submission of Layout plan with entrance details to the local authority.
 - 20% of the total fees on submission of the Final approval of plan by local authorities .
15. Conditional offers will not be accepted. The offer shall remain valid for 60 days. The rates shall remain firm for one year from the date of award. The work order may be extended to cover additional areas at the same rates as per institute requirements. No variation in rates shall be applicable.
16. Consultants should themselves/depute qualified personnel dedicated for this work, who will monitor and coordinate work from the agency's side and interact with the IIITD Engineers, responsible for assignment for any requirement.
17. **IIIT-D reserves the right to accept or reject any tender in part or whole without assigning any reasons thereof.**
18. The **Envelope –II** shall contain the financial bid in the following format:



Financial Bid

S.No.	Description of Items.	Unit	Qty	Amount
1	Architectural Consultancy Services -Preparation of Layout Plan with Two New Exit Gates one motorable road and one Pedestrian entry as described in the scope of works including obtaining all requisite approvals from local authorities viz MCD DDA etc for Layout Approval with drawings and design estimate BOQ complete. Included providing any number of prints and online drawings as per requirements by local authorities with copies to the client complete as required.	LS	1 Job	
	GST- as applicable %			
	Total Amount with GST			
	Note: All rates are to be inclusive of the cost of equipment, any traveling, boarding, lodging expenses, any man-days of deployments of Architectural/Engineering staff, e t c. as required for satisfactory completion of services.			

Total in words