



सिद्धिमूलं प्रबन्धनम्
भा. प्र. सं. इन्दौर
IIM INDORE

भारतीय प्रबंध संस्थान इंदौर

INDIAN INSTITUTE OF MANAGEMENT INDORE

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Tender Notice No. IIMI/Project/04/2022/126 File No. 471

REQUEST FOR PROPOSAL

FOR

APPOINTMENT OF AUTHORITY ENGINEER

FOR CONSTRUCTION MANAGEMENT
OF

GROUP VIII PROJECTS

COMPRISING OF MULTISTOREY HOSTEL BLOCKS, ACADEMIC
BUILDING, FACULTY OFFICES & APARTMENTS AND OTHER
ASSOCIATED INFRASTRUCTURES AT IIM INDORE.

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CHAPTER 1
PRESS NOTICE

भारतीय प्रबंध संस्थान इंदौर

प्रेस नोटिस

प्रस्ताव के लिए अनुरोध (ई-निविदा) संदर्भ NIT No. IIMI/Project/04/2022/126 File No.471

प्राधिकरण अभियंता की नियुक्ति

भारतीय प्रबंध संस्थान इंदौर में बहुमंजिला छात्रावास ब्लॉकों, अकादमिक भवन, संकाय कार्यालयों तथा अपार्टमेंट और अन्य संबद्ध अवसंरचनाओं के समूह आठवीं परियोजनाओं के निर्माण प्रबंधन हेतु प्राधिकरण अभियंता की नियुक्ति के लिए पात्र परियोजना प्रबंधन परामर्श फर्मों से ऑनलाइन निविदा आमंत्रित की जाती है।

ई-निविदा के माध्यम से बोली जमा करने की अंतिम तिथि अप्रैल 21, 2022 तक और समय 03:00 बजे तक है।

बोली फॉर्म और अन्य विवरण ई-विजार्ड पोर्टल वेबसाइट <https://mhrd.euniwizarde.com> या आईआईएम इंदौर वेबसाइट से: <http://www.iimidr.ac.in> से देखे और डाउनलोड किए जा सकते हैं:

ह /-
निदेशक

INDIAN INSTITUTE OF MANAGEMENT INDORE

PRESS NOTICE

Request for Proposal (E-Tendering) vide NIT No. IIMI/Project/04/2022/126 File No.471

Appointment of Authority Engineer

Online bids are invited from the eligible project management consultancy firms for appointment of 'Authority Engineer' for construction management of Group VIII Projects comprising of multistorey hostel blocks, academic building, faculty offices & apartments and other associated infrastructures at IIM Indore.

Last date & time of submission of bid through e-tendering is **April 21, 2022 up to 03:00 P.M.**

The Bid forms and other details can be seen and downloaded from e-procurement portal namely e-Wizard having URL- <https://mhrd.euniwizarde.com> OR from IIM Indore website: <http://www.iimidr.ac.in>

sd/-

Director

CHAPTER 2

**Invitation to RFP
&
Instruction to Bidders**

CHAPTER 2

Invitation to RFP & Instruction to Bidders

Director, Indian Institute of Management, Indore invites online bids in two bid system (i.e. Technical bid & Financial bid) from the eligible Project management consultancy firms. Details are as follows: -

A.1 Information Related to Bid

A.1.1	NIT No.: IIMI / Project / 04/ 2022 / 126 File No. 471	
A.1.2	Name of Work	“Appointment of Authority Engineer for construction management of Group VIII Projects comprising of multistorey hostel blocks, academic building, faculty offices & apartments and other associated infrastructures at IIM Indore.”
A.1.3	Estimated cost	Rs. 625 Lakhs (Excluding GST)
A.1.4	Contract period	30 Calendar Months (including monsoon period) or Till the completion / Finalization / complete documentation of Group VIII Projects, whichever is later. (Contract Period includes the execution works for both the phases i.e. Phase-1 - Pre Construction Stage period of first 3 months of the contract period & Phase-2 - Construction period of 24 months of the EPC Period & post Construction period of 3 months. Note: There may be time gap between Phase-1 & Phase-2, the bidder shall consider the same in their offer. However, bidder shall have to extend services as per the scope of work. No payment will be done on account of services in the time gap of Phase-1 & phase-2.)
A.1.5	Compensation for delay	@ 1% per week subject to maximum 10% of the contract value, to be computed on per day basis after the contract period. Further details for levying the compensation is as follows: <ul style="list-style-type: none">• If the Authority Engineer fails to adhere the timelines to complete the respective deliverables as mentioned

		<p>in this RFP on or before the period mentioned or justified extended date of completion of the respective deliverables i.e. excluding any extension given without compensation, he shall, without prejudice to any other right or remedy available under the law to the IIM Indore on account of such breach, pay as compensation the amount calculated at the rates stipulated above.</p> <ul style="list-style-type: none"> •The Director IIM Indore will be the sole authority who may decide on the amount of accepted Tendered Value of the services for every completed day/month (as determined) that the progress remains below the specified or that the services remains incomplete. •Provided always that the total amount of compensation for delay to be paid under this condition shall not exceed 10 % (ten percent) of the accepted Tendered Value of services. In case no compensation has been decided by the Director IIM Indore during the progress of contract, this shall be no waiver of right to levy compensation by the Director IIM Indore if the services remain incomplete on final justified extended date of completion. If the Engineer in Charge decides to give further extension of time allowing performance of services beyond the justified extended date, the Authority Engineer shall be liable to pay compensation for such extended period. •Provided that compensation during the progress of services before the justified extended date of completion for delay under this clause shall be for non-achievement of sectional completion or part handing over of services on stipulated/justified extended date for such part services or if delay affects any other works/services. This is without prejudice to right of action by the Engineer in Charge for levying compensation in respect of delay in performance and claim of compensation. In case action has not been finalized and the services has been determined/terminated under the respective clause of this RFP, the right of action under this
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		<p>clause shall remain post determination of contract but levy of compensation shall be for days the progress is behind the schedule on date of determination, as assessed by the competent authority, after due consideration of justified extension. The compensation for delay, if not decided before the determination of contract, shall be decided after of determination of contract. The amount of compensation may be adjusted or set-off against any sum payable to the Authority Engineer under this or any other contract with the IIM Indore.</p> <ul style="list-style-type: none"> • Delay percentage of the Contract Price of the delayed/ undelivered services mentioned in this RFP for every week of delay or part of a week will be arrived from the expiry of stipulated date till the period the respective undelivered services is delivered. While calculating part of week, the week will be considered as for 7 days irrespective of any week off / holidays etc.
A.1.6	Mode of submission of Bid	On-Line mode only
A.1.7	Bid Security	<p>Rs. 12,50,000/- (Rupees Twelve Lakhs Fifty Thousand only)</p> <p>Note:</p> <ol style="list-style-type: none"> 1. Bid Security shall be refunded after the selection process is over. 2. Normally in case of unsuccessful bidders it gets refunded on or before the 30th day after the award of the contract. 3. The bid security deposited along with bid by the successful bidder shall be returned after receiving the requisite performance guarantee. 3. Bid security may be forfeited <ul style="list-style-type: none"> • if any bidder withdraw or modify their Bids during the period of validity, or • if the successful bidder after being awarded the contract, fail to sign the contract, or to submit a performance Guarantee before the deadline defined in the RFP or as per the instruction of IIM Indore, whichever is later. In this case the action of

		forfeiture shall be undertaken without any notice. Also, the bidder shall not be allowed to participate in the re-tendering process of the services. Along with the aforesaid, they will be suspended for the period of two years from being eligible to submit Bids for contracts with the IIM Indore.
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A.2 Key Events and Dates

A.2.1	Publishing Date	03:00 PM on April 01, 2022
A.2.2	Document Download Start Date	From 03:00 PM on April 01, 2022
A.2.3	Pre-Bid Meeting	11:00 AM on April 08, 2022 through zoom from Conference Hall, Administration Block, IIM Indore.
A.2.4	Uploading of clarifications on queries	By April 13, 2022 on IIM Indore website
A.2.5	Last date and time of submission of tender	Upto 03:00 PM on April 21, 2022
A.2.6	Date & Time of online opening of technical bid	03:30 PM on April 21, 2022
A.2.7	Date & Time of online opening of Financial bid	To be intimated later

A.3 Other Important Information Related to Bid

A.3.1	Security Deposit	2.5 % of tendered value (professional fees) to be recovered from running bills of professional fee. Alternatively, Bank Guarantee (BG) OR fixed deposit receipts from a nationalized bank may be submitted, to be payable at Indore. And it must be valid upto 60 days after date of completion of project or as per the requirement of the job.
A.3.2	Performance Guarantee	3 % of tendered value (professional fees) on acceptance of bid. The performance guarantee may be submitted in the form of bank guarantee OR demand draft OR fixed deposit receipt from a nationalized bank which shall be refunded after 60 days of completion of services as per complete scope of this RFP/issue of completion certificate whichever is later.

		<p>Note:</p> <p>1. The time period for submission will be governed by following clauses:</p> <ol style="list-style-type: none"> i. Time allowed for submission of Performance Guarantee will be 7 Days from the date of issue of letter of acceptance. ii. Maximum allowable extension will be with late fee @ 0.1% per day of Performance Guarantee amount beyond the period provided in (i) above : 15 days <p>2. Performance Guarantee shall be forfeited</p> <ul style="list-style-type: none"> • if the successful bidder after being awarded the contract fails to start delivery of services as mentioned in this RFP or as directed by authority of IIM Indore. • Upon Determination / termination of the contract. In the case of determination / termination along with the performance guarantee, security deposit already recovered shall also be forfeited. <p>3. The decision of director IIM Indore shall be final & binding in case of the forfeiture.</p>
A.3.3	Mode of payment of Bid Security	<p>Bidders will have to deposit the Bid Security through NEFT or RTGS only. Other instruments are not accepted on this account. Bank Details for the same are as below:</p> <p>Name of beneficiary : Indian Institute of Management Indore Address : Rau-Pithampur Road, Indore-453556, M.P. Account No. : <u>53018623445</u> Name of the Bank : State Bank of India, IIM Indore Campus IFSC Code : SBIN0030525 GST No. : 23AAAJI0057R1Z3 PAN No. : AA AJI0057R</p> <p>Bidders will have to upload scanned copy of Payment details towards cost of Bid Security during the submission of tender and the same will be accepted only on verification & confirmation by the Institute. Any delay in credit will not be entertained by the Institute. In absence of these instruments the bids will summarily be rejected.</p>
A.3.4	Method of Selection	Quality and Cost Based Selection.
A.3.5	Indemnity Bond	Bidder to submit professional indemnity insurance policy after award of job to indemnify the institute against losses and damages incurred due to Authority's Engineer act @0.2% of Consultancy fees per annum till the currency of the agreement.
A.3.6	Bid Validity	90 days from the date of opening of Financial Bid

Note: General Information and bid submission

Online bids from amongst the eligible Project management consultancy firms are invited under two bids system for Appointment of Authority Engineer For construction management of Group VIII Projects Comprising of multistorey hostel blocks, academic building, faculty offices & Apartments and other associated infrastructures at IIM Indore.

The eligible Project management consultancy firms having experience in providing services for a similar project during the last 07 years ending previous day of last date of submission of tender are requested to participate in the tendering process. **A similar project here means “Project Management Consultancy Services provided for the Supervision of planning and development of Integrated Campuses for Universities, Higher Education Institutions, Research and Development (R&D) institutions and other such institutional campuses having facilities like:**

A. Institutional Buildings

- Academic/ Training/ Resource
- Complex Library building
- Administrative Block/ Office Complex/ Board rooms/ Seminar halls
- Smart classrooms

B. Ancillary Buildings

- Laboratory/ Workshop/ Studios
- Auditorium/ convention Centre
- Sports/Recreational Complex/ Community Centre
- Cafeteria/ Student Activity Centre/ Utility Complex.

C. Residential Facilities

- Residential Complex
- Hostels/ Guest House Complex

Eligibility of bidding agencies shall be evaluated on the basis of their overall past performance, experience of similar projects, available technical manpower and their qualification and experience. The Bidders are requested to submit correct information and give documentary evidence as asked in the tender document in support of their eligibility.

B. Guidelines for Online Bid Submission Through e-Wizard (As per the requirement given to IIM Indore by e-Wizard)

B.1 Instructions for Online Bid Submission through MHRD e-Bidding Portal:

The bidders are required to submit soft copies of their bids electronically on the e-wizard Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the e-Procurement Portal <https://mhrd.euniwizarde.com>, prepare their bids in accordance with the requirements and submitting their bids online on the e- Procurement Portal.

More information useful for submitting online bids on the e-Procurement Portal may be obtained at: <https://mhrd.euniwizarde.com>

B.2 REGISTRATION

1. Bidders are required to enroll on the e-Procurement Portal (<https://mhrd.euniwizarde.com>) by clicking on the link “Bidder Enrollment” on the e-wizard Portal by paying **the non-refundable Registration fee of Rs. 2000/- plus GST per year charge.**
2. As part of the enrolment process, the bidders will be required to choose a unique user name and assign a password for their accounts.
3. Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication with the bidder.
4. Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Only Class III Certificates with signing + encryption key usage) issued by any Certifying Authority recognized by CCA India (e.g. Capricorn / Sify / TCS / nCode / eMudhra etc.), with their profile.
5. Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC”s to others which may lead to misuse.
6. Bidder then logs in to the site through the secured log-in by entering their user ID/password and the password of the DSC / e-Token.
7. The scanned copies of all original documents should be uploaded on portal.
8. For any Query contact to our helpdesk Number 011-49606060, Email: helpdeskeuniwizarde@gmail.com, Mr. Siddharth Ghosh +91 9355030604.

B.3 SEARCHING FOR BIDDING DOCUMENTS

1. There are various search options built in the e-bid Portal, to facilitate bidders to search active bids by several parameters. These parameters could include Bid ID, Item/work id, Title, Date, etc
2. Once the bidders have selected the bids they are interested in, the bidder can pay **the non-refundable tender processing fee i.e. Rs.**

8,850 /- (Rupees Eight Thousand Eight hundred Fifty Only) including GST in the favor of M/s ITI Ltd. by net-banking / Debit / Credit card and then download the required documents / bid schedules, Bid documents etc as mentioned on website. Once processing fee is paid, it will be moved to the respective “requested” Tab. This would enable the e-bid Portal to intimate the bidders through e-mail in case there is any addendum and corrigendum issued to the bidding document.

B.4 PREPARATION OF BIDS

1. Bidder should take into account any addendum and corrigendum published on the bid document before submitting their bids only on e-procurement portal (<https://mhrd.euniwizarde.com>).
2. Please go through the bid advertisement and the bid document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
3. Bidder, in advance, should get ready the bid documents to be submitted as indicated in the bid document / schedule and generally, they can be in PDF / JPEG formats. Bid Original documents may be scanned with 100 dpi with Colored option which helps in reducing size of the scanned document.
4. To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use “My Documents” available to them to upload such documents.
5. These documents may be directly submitted from the “My Documents” area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

B.5 SUBMISSION OF BIDS

1. Bidder should log into the website well in advance for the submission of the bid so that it gets uploaded well in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
2. The bidder has to digitally sign and upload the required bid documents one by one as indicated in the bidding document.
3. Bidder has to select the payment option as per tender document “Online mode” as to pay the EMD (Bid Security) as applicable and enter details of the instrument.

4. In case of Bank Guarantee scanned copy of BG should be uploaded along with bid. The original Bank Guarantee shall be submitted to office of the concerned official as per schedule mentioned in the bid document. Non submission of original Bank Guarantee within the specified period shall lead to summary rejection of bid. The details of the BG, physically submitted should match with the details available in the scanned copy and the data entered during bid submission time. Otherwise bid will be rejected- (Para Not Applicable for this tender)
5. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BoQ format with the bid document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BoQ file, open it and complete (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.
6. The server time (which is displayed on the bidders dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
7. All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid opener public keys. Overall, the uploaded bid documents become readable only after the bid opening by the authorized bid openers.
8. The uploaded bid documents become readable only after the bid opening by the authorized bid openers.
9. Upon the successful and timely submission of bid click “Complete“ (i.e. after Clicking “Submit” in the portal), the portal will give a successful Bid submission acknowledgement & a bid summary will be displayed with the unique id and date & time of submission of the bid with all other relevant details.
10. The bid summary has to be printed and kept as an acknowledgement of bid submission.

B.6 ASSISTANCE TO BIDDERS

For any Query contact to our helpdesk Number 011-49606060, Email ewizardhelpdesk@gmail.com , Mr. Siddharth +91 9355030604. It is mandatory for all the applicants to have class II or III digital signature certification from licensed certifying agency like NIC, MTNL, e-mudra, TCS, safescrypt, GNFC etc.

C. Other Information and terms & conditions

C.1 Time schedule

Time for completion of this construction management services as per the scope detailed in this document will be as per the clause A.1.4 of this tender. The contract will remain valid for the period covered under the referred clause A.1.4 or till the completion / Finalization / complete documentation or actual date of handing over/completion of work whichever is later. The basic consideration and the essence of the contract shall be adherence to the time schedule for performing the services as detailed under the scope.

C.2 Technical Bid

The Technical Bid submitted by the bidder should duly consider the requirements as per RFP.

C.3 List of Documents for Technical Bid to be uploaded on e-Wizard Portal

I. Technical Bid Stage-1:

The following documents should be duly attested and scanned copies uploaded on e-Wizard portal on or before the due date mentioned in RFP:

- i. Letter of transmittal (form-01)
- ii. Technical bid (RFP duly signed and sealed to be uploaded)
- iii. E-payment details towards cost of bid security.
- iv. Annual financial payment received on account of Consultancy Services for Supervision of Building Construction Project jobs during the last three financial years 2018-19, 2019-20, 2020-21 (duly certified by a practicing Chartered Accountant with UDIN).
- v. Average annual financial turnover of Minimum Rs. 30 Cr. or more during the last 3- financial years 2018-19, 2019-20, 2020-21, duly certified by a practicing Chartered Accountant with UDIN.
- vi. Audited Profit & loss account for three financial years 2018-19, 2019-20 & 2020-21
- vii. Solvency certificate from scheduled bank for an amount equal to min. Rs. 3 Crore. (Date of issue should be during the period of this tender submission or else the validity period should be mentioned on the Solvency Certificate & this should cover up the tender submission period)

- viii. Completion certificate where in contract value, job value on completion, scheduled and actual completion date should be mentioned, has to be uploaded for this purpose. Certificates of Work Experience/Completion Certificates issued by officer of the Department not below the rank of an Executive Engineer in case of PSUs/Government or senior officer/ manager in case of an autonomous body / organization / Institutions. (Sample/indicative format for Completion certificate(s) for similar projects' Consultancy job completed during last seven years is given for reference purpose under forms section of the tender)
 - ix. Litigation Arbitration cases Completed & Pending/in progress with details during last 7 Years (Form-2)
 - x. Certificate(s) in respect of LEED/GRIHA certified projects.
 - xi. PAN (Permanent Account Number)
 - xii. Income Tax Return for three financial years 2018-19, 2019-20, 2020-21
 - xiii. GST (Goods & Services Tax) Registration Certificate
 - xiv. EPF/ESI registration certificates
 - xv. Authorisation letter of officer(s) who is uploading the tender & who will be signing agreement / making communication etc.
 - xvi. Undertaking on the letter head having gone through and its acceptance for the RFP terms & conditions and corrigendum (if any).
 - xvii. Integrity Agreement (as prescribed in the tender should duly be signed and sealed by the authorised signatory and uploaded. However, the actual execution of agreement on non-judicial stamp paper of requisite value will be done immediately after furnishing of performance guarantee).
 - xviii. Bank details for refund of bid security (format attached)
 - xix. Any other document that bidder felt necessary in support of his candidature.
- II. Technical Bid (Stage-2) (Presentation) -All those Bidders, who qualify in Technical Bid (Stage-I) will have to make a presentation before the jury constituted by IIMI as per the details / heading explained in chapter-5. The copy of presentation to be uploaded on the e-Wizard portal while submission of technical bid (stage-2) envelope. The presentation by each bidder should be of 20 minutes duration. Bidders have to make their own arrangements for making the presentations. Bidders should ensure that the presentation of their proposal should only be made**

by the proposed team leader who is going to be deployed for this project, in case of being successful in bidding process/award.

The following documents should be duly attested and scanned copies uploaded on e-Wizard portal on or before the due date mentioned in RFP:

- i. Copy of presentation proposed to be made before jury (time limit - within 20 min.; language - Hindi/English)
- ii. CVs of proposed manpower to be deployed for the project. (As per the format given at Annexure-1, evaluation will be guided by Annexure-1 along with details mentioned in Chapter-4)
- iii. Form 16 of proposed manpower.
- iv. Organizational setup of the firm (highlighting Services for Authority Engineer job management)

III. Financial Bid

- i. The Services Fee shall be for the total Scope of works as detailed in the RFP. The Bidders are required to quote a consolidated amount of fee quoted for the entire scope of work detailed in this RFP except GST in the prescribed format. However, the fee should be inclusive of all prevailing taxes and levies applicable for the job other than the GST. No extra payment other than the fee quoted will be made by the IIM Indore separately. The quoted fee of this agreement will not be increased either due to increase in estimated cost or cost overrun of Group VIII project, extension of time or due to any reason whatsoever. GST would be reimbursed, as applicable during execution of the contract.
- ii. The Tax & levies shall be paid/deducted as mentioned in clause no. 50 under Chapter 8 (Other Conditions).
- iii. The price shall remain firm during the pendency of the contract.
- iv. The fee payable will have no correlation with the projected estimated cost/tender cost/ preliminary estimated cost/actual cost/detailed estimated cost/ Cost at completion, whatsoever is there for Group-VIII Project but will solely be guided by the consolidated fee quoted for the contract, which shall be firm & fixed during the pendency of the contract.
- v. The Consultancy fees shall be deemed to include the cost of necessary subordinate staff and all other expenditures, which the Authority Engineer may incur in the course of carrying out the services agreed upon. The Authority Engineer shall not be entitled to any payment or remuneration, over and above the consolidated fees.

- vi. All necessary statutory deductions as per laws of the Local Bodies / State Government / Government of India shall be affected from the bills payable to the Authority Engineer and No extra payment / claim will be entertained in this regard.
- vii. In case of delay attributable to the Authority Engineer & there is an increase in GST rate then the reimbursement towards GST shall be restricted to the rate as prevailing during currency of the original contract.

[Note:

- The projected estimated cost here means the estimated cost projected for Group-VIII project in any of the document/ communication related to the referred project.
- Tender cost here means the awarded cost for Group-VIII project.
- The preliminary estimated cost here means the estimated cost prepared for Group-VIII project based on plinth area cost basis or any other method without detailed items of work for obtaining the approval for Group-VIII project and is reflecting in any of the document/ communication related to the referred project.
- Actual cost/ Cost at completion here means the final cost of the Group-VIII project obtained after the due completion in all respect of the referred project.
- Detailed Estimated Cost here means the complete & comprehensive estimate of Group-VIII project, based on the rates given in the DSR/SOR for those items covered by it and on market rates for the remaining items, supported by detailed, drawings & specifications and is reflecting in any of the document/ communication related to the referred project.]

C.4 Signature of Bidder

The bid must contain the name and place of business of the Bidder. Significant evidence of authority of the person signing on behalf of the Bidder shall be furnished with the bid. All the pages of this document must be initialed/signed and submitted to IIM Indore within the stipulated date of submission of bids.

C.5 Validity

The offer shall remain valid for a period of 90 (Ninety) days from the date of opening of financial bid.

C.6 The bid submitted shall become invalid if:

- I. The Bidder is found ineligible.
- II. The bidder does not submit the bid security.

- III. The Bidder does not upload all the documents as stipulated in the RFP.
 - IV. If any discrepancy is noticed between the documents as uploaded at the time of submission of bid and hard copies as submitted.
 - V. If the bid founds irresponsible at any stage of evaluation.
 - VI. If a debarred bidder submits the bid.
 - VII. If an Architect or its associates who already worked for Group-VIII Project planning submits the bid.
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- C.7 IIM Indore reserves the right to reject any bid(s) or all bids without assigning any reason at any stage.
 - C.8 IIM Indore also reserves the right to restrict the list of qualified bidders to any number deemed fit by shortlisting the bids with higher marks in order of merit.
 - C.9 Any discrepancy, error, ambiguity in the RFP and its contents must be brought to the notice of the project department, IIM Indore in writing through e-mail to projectdept@iimidr.ac.in or in pre-bid meeting. No communication in this regard will be entertained after the pre-bid meeting.
 - C.10 No individual response shall be given to any of the communication. Clarification if any will be notified on the institute website after the date of pre-bid meeting.
 - C.11 Request for change of date or terms and conditions will not be entertained
 - C.12 All provisions in this document are supplementary and complementary to each other and are not to be read in isolation.
 - C.13 IF ANY INFORMATION FURNISHED by the applicant is found to be incorrect at a later stage, they shall be liable to be debarred from tendering/ taking up works in IIM INDORE for a period of 2 years or as per the central govt. notifications issued in this respect, whichever is later.
 - C.14 Short listing of the agencies shall be subject to thorough verification of their credentials and inspection of works carried out by them, through a Technical Evaluation committee of experts, constituted by IIM Indore, if required.
 - C.15 IIM Indore does not bind itself to accept the lowest or any other bid and reserves to itself the authority to reject any or all the bids received without the assignment of any reason. All bids in which any of the prescribed condition is not fulfilled or any condition including that of conditional rebate is put forth by the bidders shall be summarily rejected.
 - C.16 Canvassing whether directly or indirectly, in connection with bidders is strictly prohibited and the bids submitted by the Authority Engineer who resort to canvassing will be liable for rejection.

- C.17 IIM Indore reserves to himself the right of accepting the whole or any part of the bid and the bidders shall be bound to perform the same at the rate quoted.
- C.18 The bid for the works shall remain open for acceptance for a period of ninety (90) days from the date of opening of financial bid. If any bidders withdraws his bid before the said period or issue of letter of acceptance, whichever is earlier, or makes any modifications in the terms and conditions of the bid which are not acceptable to the department, then the IIM Indore shall, without prejudice to any other right or remedy, be at liberty to forfeit 100% of the said bid security as aforesaid. Further the bidders shall not be allowed to participate in the rebidding process of the work.
- C.19 This notice inviting Bid shall form a part of the contract. The successful bidders, on acceptance of his bid by the Accepting Authority shall within 15 days from the stipulated date of start of the work, sign the contract consisting of:-
- The Notice Inviting Bid, all the documents including additional conditions, specifications, General Conditions of Contract and drawings, if any, forming part of the bid as uploaded at the time of invitation of bid and the rates quoted online at the time of submission of bid and acceptance thereof together with any correspondence leading thereto.
 - Any other Standard C.P.W.D. Form / other forms as applicable/mentioned.
- C.20 For any queries regarding e-tendering process, the bidders are requested to contact as provided in the tender document.
- C.21 The specifications, Terms & Conditions, other regulations which are not herein mentioned will be guided by relevant CPWD guidelines, manual, specifications / BIS / IS/ Other Central Govt. norms to the extent applicable for IIM Indore & the decision in this regard will be guided by the decision of the respective authority of IIM Indore which shall be final and binding to the Authority Engineer.
- C.22 In the event of acceptance of a tender, the documents submitted by the successful bidder shall be verified with the originals before the award of work.
- C.13 The bidder should not have been blacklisted or debarred by any Central/ State/ Autonomous/ Public Agency during last three financial years. In case blacklisted/ debarred bidder fills/ submits the bid/ being successful in bidding process awarded the job or during the execution of job the fact of being blacklisted/ debarred surfaced then the
- Bid (during the bidding process) will be considered as invalid &
 - During the execution, if surfaced, then the contract will be liable to be terminated

- C.14** Past performance in IIM Indore: Bidder, whose past performance in jobs carried out in IIMI, is found to be unsatisfactory, will be disqualified technically even though they may meet the other technical/eligibility criteria.
- C.15** The Consultant / Architect & associates of the Consultant / Architect already worked / working for the Group-VIII Project directly or indirectly should not participate in the bidding process. In case of their participation surfaced during the bidding process or even during the execution of contract after been successful in bidding process, the bids will be considered invalid, the contract will be liable to be terminated respectively. This clause is hereby kept in order to ensure a fair & unbiased checking / review of the submission of Consultant / Architect.
- C.16** Joint Venture, subletting, sub-contracting, outsourcing is not permitted.

CHAPTER 3

BRIEF DETAIL & OBJECTIVE OF THE WORK

CHAPTER 3

Brief Detail and Objective of the Work

1. Group-VIII Project

Under the expansion plan, it is envisioned to build academic building & multi-storey hostel blocks for 864 nos. students, offices for 70 nos. faculty & 70 nos. staff/associates, residential quarters/ apartment for 32 nos. of faculty and other associated infrastructures like seminar halls, parking, food court, lounges, cafeteria cum holding areas, internal & external MEP services, sewage treatment plants, water treatment plant & sumps, electrical sub-stations, establishing RMU & SCADA in the grid, fire-fighting services, etc. The tentative area schedule is as follows: -

Sl. No.	Name of buildings	Indicative Area	No of Buildings & Floors	Salient Features
1	Academic Building including Faculty & staff / AA offices	13010	1 (G+4)	6 classrooms of 150 capacity, 6 classrooms of 75 capacity, 3 classrooms of 30 capacity, 70 faculty offices and faculty lounge Office for Academic Associates and Admin offices with Cafeterias.
2	MDC Academic + Incubation	3670	1 (G+2)	Incubation Centre, 3 MDP classrooms of 50 capacity, Studio and Classroom for VLPE, FPM workplace and congregation spaces
3	MDC Accommodation	4400	1 (G+10)	MDC Accommodation for 100 capacity (with possibility for accommodation of twin sharing in 20 rooms) and MDC Dining having capacity of 120 people at a time
4	Type V Residences	7142	1 (G+8)	32 flats
5	Hostels	26935	3 (G+14)	864 single occupancy rooms with attached toilets and associated facilities
6	Mess	914	1 (G)	Dining facility for 300 students at a time
	TOTAL AREA	56071		
Note:- 1. All Areas Mentioned above are in SQ.M & G-indicates Ground Floor. 2.The above area does not include the area of services / utilities like Electrical substations, STP, Pump House etc.				

Tentative site of Group-VIII Project: marked as “1” in the following key plan of the Institute.



CHAPTER-4
LIST OF PERSONNEL

Chapter-4

Manpower Schedule

A. Minimum number of Personnel to be deployed on site by Authority Engineer during planning stage of Group-VIII Project (tentatively first 3 months of the contract period or the date of start of actual execution of Group-VIII Project whichever is earlier.

Sl. No.	Requirement of technical staff			Qualification	Minimum experience (for similar works)
	Designation	Personnel	Nos.		
1	Senior Project Manager/ Team Leader	Civil Engineer	1	Degree in Civil Engineering	20 years
2	Assistant project Manager	Civil Engineer (Quality)	1	Degree in Civil Engineering	10 years out of which 5 years experience in quality
		Structural design engineer	1	M.Tech- Structure with expertise in STADD/ BIM modelling	10 years
		Architect	1	M. Arch.	10 years
		Electrical Engineer	1	Degree in Electrical Engineering	10 years
		Planning & Scheduling Engineer	1	Degree in Civil Engineering with expertise in MS Projects/Primavera	10 years
		Quantity surveyor cum Billing Engineer	1	Degree in Civil Engineering	10 years
3	Engineer Billing	Quantity surveyor Electrical	1	Degree in Electrical Engineering	5 years
		Quantity surveyor Civil	1	Degree in Civil Engineering	5 years
4	Office Assistant	General Office Activities	1	Degree in Graduate and Computer Skills	3 years
Total Number of Staff			10		

B. Minimum number of Personnel to be deployed on site by Authority Engineer during actual execution stage of Group-VIII Project (during contract execution period of Phase-2)

Sl. No.	Requirement of technical staff			Qualification	Minimum experience (for similar works)
	Designation	Personnel	Nos.		
1	Senior Project Manager/ Team Leader	Civil Engineer	1	Degree in Civil Engineering	20 years
2	Project Manager	Civil Engineer	1*	Degree in Civil Engineering	15 years
		Electrical Engineer	1*	Degree in Electrical Engineering	15 years
3	Assistant project Manager	Civil Engineer (Quality)	2	Degree in Civil Engineering	10 years out of which 5 years experience in Quality
		Structural design engineer	1	M.Tech- Structure with expertise in STADD/ BIM modelling	10 years
		Architect	1	M. Arch.	10 years
		Electrical/ HVAC Engineer	1	Degree in Electrical Engineering	10 years
		Computer Hardware Engineer	1	Degree in Computer Engineering	10 years
		Audio Visual Engineer	1	Degree in Electronics Engineering with experience in Audio Visual	10 years
		Planning & Scheduling Engineer	1	Degree in Civil Engineering with expertise in MS Projects/Primavera	10 years
		Billing Engineer	1	Degree in Civil Engineering	10 years
4	Engineer	Civil Engineer	1	Degree in Civil Engineering	6 years(10 years)
		Electrical/IT Engineer	1	Degree in Electrical/IT	6 years(10 years)
5	Engineer Billing	Quantity surveyor and billing Electrical	1	Degree in Electrical Engineering	6 years(10 years)
		Quantity surveyor and Billing Civil	1	Degree in Civil Engineering	6 years(10 years)

6	Site Engineer	Civil	1	Degree in Civil Engineering (Or Diploma in civil)	6 years(10 years)
		Electrical	1	Degree in Electrical Engineering(Or Diploma in Electrical)	6 years(10 years)
		Quality control	1	Degree in civil Engineering	6 years(10 years)
		Safety	1	Degree in Fire & Safety Engineering (Or Diploma in Fire & Safety Engineering)	6 years(10 years)
		Electronics/Audio Visual	1	Degree in Electrical/Electronics Engineering (Or Diploma in Electrical/Electronics)	6 years(10 years)
		Computer Hardware	1	Degree in IT/Computer Engineering (Or Diploma in IT/Computer)	6 years(10 years)
		Quantity surveyor cum Billing Engineer(Civil)	1	Degree in civil Engineering (Or Diploma in civil)	6 years(10 years)
		Quantity surveyor cum Billing Engineer(Electrical)	1	Degree in Electrical Engineering (Or Diploma in Electrical)	6 years(10 years)
7	Document Controller	Documentation	1	Diploma in Civil Engineering	3 years
8	Office Assistant	General Office Activities	1	Degree in Graduate and Computer Skills	3 years
Total Number of Staff			26		

Note: * here means the Project Manager (Civil) may depart from the team in the last six month of execution wherein it is expected that the major civil works activity has been accomplished. And incase of Project Manager (Electrical), it is expected that his services may be needed after initial six months of start of actual execution at ground level. So, their services are expected for 18 months period only in place of full 24 months of actual execution period considered.

C. Minimum number of Personnel to be deployed on site by Authority Engineer during post construction stage of Group-VIII Project (tentatively for last three months of Phase-2)

Sl. No.	Requirement of technical staff			Qualification	Minimum experience (for similar works)
	Designation	Personnel	Nos.		
1	Senior Project Manager/ Team Leader	Civil Engineer	1	Degree in Civil Engineering	20 years
2	Project Manager	Civil Engineer	1	Degree in Civil Engineering	15 years
		Electrical Engineer	1	Degree in Electrical Engineering	15 years
3	Assistant project Manager	Civil Engineer	1	Degree in Civil Engineering	10 years
		Architect	1	M. Arch.	10 years
		Electrical/ HVAC Engineer	1	Degree in Electrical Engineering	10 years
		Billing Engineer	1	Degree in Civil Engineering	10 years
4	Engineer Billing	Quantity surveyor and billing Electrical	1	Degree in Electrical Engineering	6 years (10 years)
		Quantity surveyor and Billing Civil	1	Degree in Civil Engineering	6 years (10 years)
5	Office Assistant	General Office Activities	1	Degree in Graduate and Computer Skills	3 years
Total Number of Staff			10		

Note:

1. Sr. Project Manager/ Team Leader should not preferably be changed till the contract period is over & He/She should be deployed from the first day of the execution of contract.
2. The manpower proposed to be deployed on a full-time basis on site for proper and effective monitoring.
3. These deployments will be in consonance with the CVs of manpower (for min. requirement desired by IIMI & any additional in case the prospective bidder feels necessary) presented at the time of presentation. However, the request for replacement can be considered only in case of exceptional/ unforeseen circumstances & that too with the prior approval of IIMI. Any replacement / change in manpower deployment done by the Authority Engineer without prior approval of IIM Indore shall be considered as non-presence of the respective manpower & in accordance penal provision as mentioned for absenteeism shall be applicable.
4. If any discrepancy found at any point of time between the CV presented & actual deployment the tender/ contract may be rejected/terminated respectively.
5. IIM Indore reserves the right to take interview of the aforesaid manpower before/ during actual deployment and can reject & demand replacement. In this regard decision of IIM Indore will be final and binding.
6. For any absenteeism of the aforesaid respective manpower during the execution of the contract period, the deduction will be made as per the following rates on monthly basis (to be computed on per day basis of the respective absenteeism).

For Table-A above

- For Sr. No. 1- Rs. 4 Lakhs per person per month
- For Sr. No. 2, 3- Rs. 1.5 Lakhs per person per month
- For Sr. No. 4 - Rs. 0.5 Lakh per person per month

For Table-B above

- For Sr. No. 1- Rs. 4 Lakhs per person per month
- For Sr. No. 2- Rs. 2 Lakhs per person per month
- For Sr. No. 3, 4, 5, 6- Rs. 1.5 Lakhs per person per month
- For Sr. No. 7&8 - Rs. 0.5 Lakh per person per month

For Table-C above

- For Sr. No. 1- Rs. 4 Lakhs per person per month
- For Sr. No. 2- Rs. 2 Lakhs per person per month
- For Sr. No. 3, 4- Rs. 1.5 Lakhs per person per month
- For Sr. No. 5 - Rs. 0.5 Lakh per person per month

7. In case of Poor performance of any of the aforesaid manpower, action will be taken by Authority Engineer as directed by IIM Indore.

8. The prospective bidder neither during the process of bidding nor during the execution should propose to deploy / deploy any manpower already worked or associated with the Consultant / Architect & associates of the Consultant / Architect already worked / working for the Group-VIII Project directly or indirectly.
9. The Authority Engineer should prefer to field as many of their permanent staff as possible. A retainer will be getting only 60% weightage. The permanent staff would be considered those already employed with the firm prior to one year from the month during which this Tender Notice is issued. Applicant shall submit the details of the period of employment of the proposed personnel with the firm.
10. No alternative to key professional staff may be proposed and only one Curriculum Vitae (CV) may be submitted for each position and Requirement for submission of CVs
 - a) Strictly in the prescribed format and recently signed in blue ink on each page by both the proposed professional staff and the Managing Director/Head or the authorized representative of the firm.
 - b) Key information should include years with the firm and degree of responsibility held in various assignments. In CV format, at summary, the individual shall declare his qualification & total experience (in years) against the requirements specified in above Table - A & B for the position. If any information is found incorrect, at any stage, action including termination and debarment from future projects upto 2 years may be taken by Employer on the personnel and the Firm.
 - c) If same CV is submitted by two or more firms in an assignment, zero marks shall be given for such CV. Key personnel has to certify in their CV that he has not consented to any consultant other than the applicant to propose their CV for any position for this assignment. In case the key personnel is found having given consent to more than one bidder, he shall be debarred by the Employer for 2 years.
 - d) All the CVs which are to be evaluated should be complete in all respects including signing and certification by the individual and the firm.
 - e) If a CV score less than 75% marks, whatever marks it score will be carried forward for maximum 3 nos key personnel for determining the total score of the firm. However, if the Key Personnel does not fulfil the minimum academic qualification (as mentioned in Tender), the overall score of his CV will be evaluated as zero. If the Key Personnel does not fulfil the minimum qualification related to experience (as mentioned in Tender), then zero marks will only be assigned for that sub criteria, but the marks obtained by the CV of the Key Personnel will be carried forward for maximum 3 nos key personnel for determining the total score of the firm. In case, a firm is H-1, then all such Key Personnel (whose CV scores less than 75% or who does not fulfil the minimum qualification) will have to be replaced by the firm at the time of contract negotiations by persons scoring at least 75% marks. In case more than 3 CV scores less than 75% marks or Team leader scores less than 75% marks, the proposal shall be considered nonresponsive. During

negotiation, Key Personnel will be required to produce certificate regarding qualification and experience. However, the officials retired from Central/State/UT PWD / autonomous or similar organisation engaged in building development may be exempted from producing the experience certificate.

CHAPTER 5

Eligibility Criteria, Evaluation and Selection of Authority Engineer

CHAPTER 5

Eligibility Criteria, Evaluation and Selection of Authority Engineer

1. Eligibility Criteria: Prospective bidder should have the following for making oneself eligible for participation in the bidding process -

a. Should possess the experience in the field of providing Consultancy Services for Supervision of Construction Project comprising of planning and development of Integrated Campuses for Universities, Higher Education Institutions, Research and Development (R&D) institutions and other such institutional campuses having facilities like:

I. Institutional Buildings

- Academic/ Training/ Resource
- Complex Library building
- Administrative Block/ Office Complex/ Board rooms/ Seminar halls
- Smart class rooms

II. Ancillary Buildings

- Laboratory/ Workshop/ Studios
- Auditorium/ convention Centre
- Sports/Recreational Complex/ Community Centre
- Cafeteria/ Student Activity Centre/ Utility Complex.

III. Residential Facilities

- Residential Complex
- Hostels/ Guest House Complex

Note: The prospective bidder should have the experience for the facilities detailed in Sr. I & II, which are compulsory whereas Sr. III is not mandatory.

b. Should be able to qualify as per the requirement of the different stages of evaluation given in the RFP.

2. OVERALL EVALUATION PROCESS & SELECTION OF AUTHORITY ENGINEER

Bidding Process will be a two-bid system which comprises of technical bid and financial bid. Further the technical bid will be subdivided into two stages namely technical bid stage-1 and technical bid stage-2. The ratio of weightages for cost and technical score will be 30:70 (Thirty: Seventy)

The Method of selection will be Quality and Cost Based Selection (QCBS). As is said earlier the Technical bid will be evaluated in two stages, stage-1 will be based on

bidder's Profile / credentials / work experience whereas stage - 2 would be based on bidder's vision / approach towards the prospective assignment & the same will be evaluated through the presentation made by bidder before the jury.

After that the financial bid will be opened for the qualified bidders of the respective stage only. The weightage would be as follows.

- a. Technical Bid
 - Stage-1 (Bidder's profile/credentials/work experience) =35%
 - Stage-2 (Presentation) =35%
- b. Financial Bid (i.e. cost) =30%

The bidder scoring the highest marks after final evaluation will be considered for selection as an Authority Engineer after due negotiation of cost, if required.

Note:

i. The broad methodology brief is as follows:

“Proposal with the lowest cost may be given a financial score of 100 (Hundred) and other proposals given financial scores that are inversely proportional to their prices w.r.t. the lowest offer.

Similarly, proposal with the highest technical marks (as allotted by the evaluation committee) shall be given a score of 100 (Hundred) and other proposals be given technical score that are proportional to their marks w.r.t. the highest technical marks.

The total score, both technical and financial, shall be obtained by weighing the quality and cost scores and adding them up. On the basis of the combined weighted score for quality and cost, the consultant shall be ranked in terms of the total score obtained. The proposal obtaining the highest total combined score in evaluation of quality and cost will be ranked as H-1 followed by the proposals securing lesser marks as H-2, H-3 etc. The proposal securing the highest combined marks and ranked H-1 will be invited for negotiations, if required and shall be recommended for award of contract.”

ii. In the event two or more bids have the same score in final ranking, the bid with highest technical score will be H-1.

3. TECHNICAL BID (STAGE-1)

3.1 The eligible bidder will be shortlisted by IIM Indore based on the marks obtained against the under mentioned parameters.

Sl. No	Criteria		Maximum Marks
i)	Experience of having successfully completed similar projects' consultancy contract during last seven years ending on previous day of last day of submission of tender	<p>Completed consultancy contracts (AE) of similar scope (i.e, design, detail engineering, preparation of drawings, interpretation of drawings, modifying drawings where necessary, preparation of estimates, checking estimates as per drawing, supervision/monitoring/fortnightly progress review/ project overall management till completion/ bill checking & recommending for payment etc complete ensuring quality & safety at works) for EPC/PMC contracts of similar nature & value having project cost at completion minimum of Rs. 330 Crore (including GST).</p> <p>Note:</p> <ol style="list-style-type: none"> 1. Similar works shall mean the works detailed at Sl.1 of this chapter 5. 2. Value of Rs. 330 Cr. mentioned above should not include cost of land. 3. Completion certificate where in contract value, job value on completion, scheduled and actual completion date should be mentioned, has to be uploaded for this purpose. Certificates of Work Experience/Completion Certificates issued by officer of the Department not below the rank of an Executive Engineer in case of PSUs/Government or senior officer/ manager in case of an autonomous body / organization / Institutions. 4. The value of executed works shall be brought to current costing level by enhancing the actual value of work at simple rate of 7% per annum; calculated from the date of completion to previous day of last day of submission of bids. 	40
ii)	-do-	5 marks for each of the Consultancy Services for Supervision of Construction Project jobs undertaken for similar projects having minimum value of Rs. 330 crores (including GST) and above, having been completed within the specified time during last seven years as per the original stipulated date of completion mentioned in the work order.	10

		<p>Note:</p> <ol style="list-style-type: none"> 1. Similar works shall mean the works detailed at Sl.1 of this chapter 5. 2. Value of Rs. 330 Cr. mentioned above should not include cost of land. 3. Completion certificate where in value & stipulated & actual date of completion should be mentioned, has to be uploaded for this purpose. Certificates of Work Experience/Completion Certificates issued by officer of the Department not below the rank of an Executive Engineer in case of PSUs/Government or senior officer/ manager in case of an autonomous body / organization / Institutions. 4. The value of executed works shall be brought to current costing level by enhancing the actual value of work at simple rate of 7% per annum; calculated from the date of completion to previous day of last day of submission of bids. 	
iii)	Green building/ campus for any institutional work certification.	<p>Achievement of having completed certified Institutional buildings/ multi-storied building/ group of certified buildings in a campus. (Certification of GRIHA/LEED for relevant category)</p> <ol style="list-style-type: none"> 1. Platinum Rating (as per LEED) or GRIHA-V (as per Indian standard): 10 marks each 2. Gold Rating (as per LEED) or GRIHA-IV (as per Indian standard): 5 marks each 3. Silver Rating (as per LEED) or GRIHA-III (as per Indian standard): 3 marks each 	10
iv)	Financial Credential	5 marks per year for the bidders which had been profit making in any two years during the last three financial years 2018-19, 2019-20, 2020-21 (to be supported by audited profit & loss account).	10
v)		Average annual financial turnover of Minimum Rs. 30 Cr. or more during the last 3- financial years 2018-19, 2019-20, 2020-21, duly certified by a practicing Chartered Accountant with UDIN.	5
vi)		Solvency certificate from scheduled bank for an amount equal min. Rs. 3 Crore	5
vii)		Annual financial payment received on account of Consultancy Services for Supervision of Building Construction Project jobs during the last three financial years 2018-19, 2019-20, 2020-21 (duly certified by a practicing Chartered Accountant with UDIN).	20

		(Marking based on average of above three years) <ul style="list-style-type: none"> • 0 marks for <15 crore • 10 marks for ≥15 crore and <30 crore • 20 marks for ≥ 30 crore 	
		Total Marks	100

3.2 All those bidder who score 60% and above marks in the Evaluation of Technical Bid (stage-1) will be invited for making a presentation before the Committee / jury constituted for the purpose. Presentation only to be made by the proposed team leader for this project.

3.3 The weightage of the Technical Bid (Stage-1) towards final evaluation shall be 35%.

4. Technical bid (STAGE-2)

4.1 The tentative project detail as given in chapter-3 to follow but not limited to that. All prospective bidder are advised to visit the site before submitting their proposal for Consultancy Services for Authority’s Engineer for Supervision of Construction Group VIII Project. The prospective bidders are requested to give prior intimation for their site visit on any of the working days during the office hours. Normally the working hours observed in the Institute is 9.00 AM to 05.30 PM & the working days are Monday to Friday. The communication can be made on projectdept@iimidr.ac.in The prospective bidder’s proposed team leader for this project who will be presenting would be covering the following aspects in his/her presentations and the respective marking will be as follows:

i) Methodology adopted for handling Authority’s Engineer of a project of similar type, size and magnitude bringing out the complex nature of the project and the expertise in handling it, including the client management interface and progress reporting process to be illustrated through sample reports from successfully executed projects in the past.

Maximum Marks 15

ii) Company’s overview in handling a project of this nature, specifically the extent to which the agency can offer value addition to the project to improve cost controls, adherence to timelines, efficiency and quality.

Maximum Marks 15

iii) The broad vision and resource management planning to be adopted for execution and completion of this project keeping in view the minimum

manpower requirement laid down by IIM Indore. The manpower proposed to be deployed on a fulltime basis on site for proper and effective monitoring. The CVs as per the format given at Annexure-1 along with affidavit of all requisite manpower (for min. requirement desired by IIMI & any additional in case the prospective bidder feels necessary) to be presented. The CVs should clearly reflect the details of qualification, experience, designation and salary structure as per the prescribed format at Annexure-1. (Methodology of evaluation is also mentioned in the Annexure-1 along with details given in Chapter-4)

Maximum Marks 40

- iv) Use of Project Management software and tools and scheduling through MS Project/ Primavera or any other latest software. (To be presented citing any past project completed by the agency)

Maximum Marks 10

- v) Monitoring Mechanism to overcome time & cost over run. salient elements/ features and its respective advantages to be presented.

Maximum Marks 05

- vi) Other common attributes such as **Maximum Marks 15**
- a. Organizational setup of the firm
 - b. Innovative suggestion for the project and requirements of the Owner.
 - c. Concept and method of quality management envisaged.
 - d. Mode of implementation of health, safety and environment at site of work.
 - e. Method of risk management.

4.2 The presentation by each bidder should be of 20 minutes duration. Bidders have to make their own arrangements for making the presentations. Bidders should ensure that the presentation of their proposal should only to be made by the proposed team leader who is going to be deployed for this project, in case of being successful in bidding process/award.

4.3 IIM Indore reserves the right to go for site inspection of the completed works involving Consultancy Services w. r. t. Supervision of project by the prospective bidder and it may have the bearing on the selection decision. The expenditure in this connection shall be borne by the IIM Indore.

4.4 The weightage of marks scored in the Presentation shall contribute 35% towards the final evaluation.

5. Financial Bid

The weightage of marks scored in the financial bid shall contribute 30% towards the final evaluation.

CHAPTER 6

SCOPE OF WORKS

Chapter- 6

Scope of works

General Scope of Works

The Authority Engineer shall function completely as per the direction as well as specific principles & guidelines laid down by IIM Indore. They shall not take any decisions on the implementation plan or on the selection of various agencies of implementation without the formal explicit approval/consent of IIM Indore. IIM Indore will have the final authority in all selection and decision processes related to the Group-VIII project. They shall chalk out complete listing & planning of activities. Accordingly, they need to prepare WBS & create a timeline for all activities, will have to present the same before IIM Indore in form of MS project/ Primavera/any latest software or Technique and seek the approval. A SOP (Standard operating procedures) shall be prepared by them for interaction with different stake holders during implementation of project.

The broad scope of work includes, but not limited to:

1. Scrutiny / Checking of the Documents submitted by the Architect viz. Drawings / Designs (Architectural, Structural etc.) / DBRs / Take off Sheets / BoQ / Tender document of EPC Contract (if required, tender document need to be revised / redraft) etc.
2. To review the soil investigation report as submitted by the Architect & the design as carried out by the Architect based on soil investigation report, including detailed drawings as prepared by the Architect in line with project scope.
3. To review the estimated cost as prepared and revise if necessary, in line with CPWD's current schedule of rate (DSR 2021 or latest available) & for the site viz Indore City.
4. To organize presentation by short-listed EPC contractors.
5. To carry out tender evaluation (technical & financial) and submit recommendation.
6. To prepare detailed execution program in the form of PERT chart (in MS Project or Primavera software format) in consultation with EPC contractor for time bound completion as per given time limit.
7. Obtaining all applicable approvals through the EPC Contractor required for the job (Pre-contract, during contract & post contract)
8. Assist in the process of selection of EPC Contractor, coordinating and supervising & monitoring of all design deliverables on site in case of Group-VIII Projects.

9. Project Management
10. Monitoring & Supervision of implementation. Conducting of day-to-day supervision of construction work and undertaking measurement of work done. Submission of daily & weekly progress report indicating activities planned and deployment of resources. The manpower deployed shall be as per tender stipulations.
11. Submission of quality control document. The QC document shall include submission of all test reports as per tender specifications and IS codes.
12. Conducting monthly site meeting with authorized representatives of all stockholders i.e. team leaders of civil, electrical AC and other services and submission of Minutes highlighting hindrances and action to be taken.
13. The Authority engineer shall check the measures to be taken to ensure construction safety and undertake safety audit. The Authority Engineer shall scrutinize the Job hazard Analysis submitted by the contractor and submit the recommendations.
14. Monitoring Project outcomes etc.
15. Stage wise scope is tabulated underneath:

Stage	Scope of Works	Description
Stagewise Scope of Work of Authority Engineer for Group-VIII Project		
Pre, During & Post Construction Stage	Deployment of Manpower	Deployment of minimum required manpower as desired by IIM Indore (as detailed in chapter-4 of this RFP) and any additional in case the prospective bidder feels necessary, as is stipulated in this RFP for different phases.
Pre-Construction Stage	Preparation of Programme Chart	After signing of agreement with IIMI, Authority Engineer shall prepare an integrated programme chart in MS Project/Primavera software for the execution of work, showing clearly all activities from the start of work to completion, with details of manpower, equipment and machinery required for the fulfillment of the programme within the stipulated period or earlier and submit the same for approval to the IIM Indore within ten days of award of the contract. Also detailed scrutiny in respect of sequence & methodology of Construction submitted by the bidder / EPC contractor in view of milestone to be done. A recovery of Rs. 1000/- shall be made on per day basis in case of delay in submission of the above programme.
	Checking of the Drawings / Designs / Take off Sheets / BoQ / GFC/ Tender document of EPC Contract	Authority Engineer will have to Check the Drawings / Designs / Take off Sheets / BoQ / Tender document of EPC Contract prepared by the Architect & issue certificate of completeness & correctness in view of the BIS / Other statutory codal provisions to the IIM Indore
	Detailed study of design	Thorough study of the Design basis Report, Concept design and drawing details prepared by Architect & issue certificate

	concept	of correctness to the IIM Indore
	Vetting of RFP for the appointment of Contractor	Authority Engineer will have to vet NIT duly supported by detailed estimate with takeoff sheets, abstract of cost segment wise, fully developed drawings of building, services layouts of all floors, tender document covering specification and terms and conditions in conformity with the applicable Central Government regulations/ generally based on provisions of CPWD Manual by following applicable government procedures. Also they need to issue certificate of correctness to the IIM Indore
	To ensure if design is satisfying all the norms	With regards to the correctness of the design, drawings, measurements, estimate and execution process etc. as submitted by Architect, the Authority Engineer will be solely responsible for their correctness and technical soundness. Authority Engineer shall ensure compliance of all architectural norms, statutory and regulatory norms of their own and that of architectural consultant.
	Analysis of activities	Authority Engineer will be responsible for analysis of various project related activities with reference to time frame, resource allocation and scheduling using latest techniques and software as approved by the IIMI and submission of monthly report to IIMI.
	Preparation of Cash flow requirements	Authority Engineer shall prepare Cash flow requirements & submit to IIMI every month.
	Monthly/Fortnight Progress Report	Prepare and submit an execution plan and methodology and submission of monthly/Fortnight progress report as required by the institute. A recovery of Rs. 1000/- shall be made on per day basis in case of delay in submission of the aforesaid.
	Other works to be done during EPC tendering stage	<ol style="list-style-type: none"> a. Assist IIM Indore in holding pre-bid meetings & ensure clarity on queries generated. Compile queries & their respective responses & put up for uploading after due vetting by IIM Indore. b. Support in analysis of the received bids for awarding of the Contracts. c. Submission of technical evaluation reports of bids & prepare documentation. d. Submission of financial evaluation reports of bids & prepare documentation. e. Other requisite support required by IIM Indore time to time for fulfilment of requirements not mentioned herein but necessary to accomplish the pre-construction stage.
Construction	Construction Management	Authority Engineer shall ensure execution of the project in a time-bound manner & as per the approved programme chart.

Stage	Plan	They shall ensure that no time and cost overruns occur. In case of any cost overrun occurs for which Authority Engineer is responsible then the Authority Engineer will be penalized as per decision of the Competent Authority of the institute. Decision in this regard will be final & binding.
	Coordination with all the agencies involved in the project	<p>Authority Engineer shall provide Construction Management Services from the start of construction up to commissioning and handing over of the entire project to IIM in safe & usable condition. It shall also be the responsibility of the Authority Engineer to liaise and coordinate with various agencies for smooth execution of the project. Responsibilities of Authority Engineer for construction stage shall, inter-alia, be as under:</p> <ol style="list-style-type: none"> a) Assemble a multi-disciplinary construction management team as approved by IIM and have detailed interaction with the Contractor's Project Team to initiate all preliminary actions and mobilization. b) Prepare detailed coordinated construction schedule. c) To ensure that the Good for construction drawings are finalized after coordination with other disciplines d) Check and finalize Contractor's detailed programme of activities commensurate with the Tender provisions. e) Monitor, supervise and manage execution of works at site and to ensure quality in all dimensions of work, quantity of consumables used, workmanship and progress. Carryout mandatory tests on materials and finished product. f) Ensure compliance of statutory and regulatory orders on health, safety and environmental (HSE) guidelines stipulated under these categories by CPWD/ other Central Government Authority which is mandatory for observance. g) The construction will be happening inside the campus which is protected by the compound wall. Entries and exits are regulated by security. All the construction workers including Authority Engineer employees should produce police clearance, COVID Vaccination Certificate and an ID card issued by them. Security/project department of IIM will randomly check the police clearance, COVID Vaccination Certificate and if anyone employed without a clearance will be debarred from entry.
	Conduction of Meetings	Conduct weekly site meetings and coordination meetings with all Agencies for timely completion of the project. Authority Engineer shall prepare minutes of meetings, requisite follow up of compliances / resolutions of hindrances & keep the records of same for Inspection by IIMI at any point of time.

Quality control	Carry out quality assurance checks and adhere to maintain quality. Records should be maintained for inspection by IIMI at any point of time during or after execution.
Checking of construction work	Fully responsible for getting the project work executed as per drawings and specifications and should also ensure completion of job, fulfillment of quality norms in all dimensions of work, within sanctioned cost outlay of the project. In case of any deviation happens in respect of design, drawing, specification, procedure, methodology, timelines etc. from the approved one & without the respective approval of IIM Indore then in that case onus lies with Authority Engineer and the respective cost will be borne by the Authority Engineer.
Expenditure control	Rendering timely advice for implementing special measures for effecting cost / quality / time benefit for the project.
In case of necessity of change(s)	Provide detailed justification for necessity of changes, if any required in terms of design, quantities, and specifications etc., and obtain approval thereof from IIM INDORE.
Quality and safety assurance plan	Drawing up and putting in place a Quality Assurance Plan as well as a Safety Assurance Plan along with an appropriate and efficient mechanism to ensure their effective implementation at site. Non adherence to the aforesaid plan attributable to Authority Engineer will attract penalty as decided by the competent Authority of the institute, which shall be final & binding.
Checking of all the bills submitted by contractors	Checking and Certification of Contractors running, and final bills of the works executed for the purpose of payment to be released to the Construction Agencies & that too within a 10 days' time after the submission of the bill by the respective contractor. The Authority Engineer shall ensure submission along with every running bill (on account or interim bill) item-wise/ material-wise (wherever applicable) consumption statement supported by complete calculations. In case of any variation reasons thereof. Authority Engineer shall have to certify the correctness of the same and submit report of this essence to the IIM Indore. The Authority Engineer should also record justification for difference in bill submitted by the EPC contractor & recommended payment by Authority Engineer. In case of delay in checking and certification,

		Authority Engineer shall be liable to a penalty @ 5 % (simple interest) per annum from the date of expiry of prescribed time limit which will be compounded on yearly basis.
	To answer the queries raised by investigation agencies	To reply and settle the observations / objections / paras (if any) of the CVC/Chief Technical Examiner, CAG audit or any other checking / investigating agency of the Government. Authority Engineer will be fully responsible for consequences of any audit / investigation para & its respective observation. If at all any financial implication arisen during or after the execution work in respect of the aforesaid observation/ settlement, then Authority Engineer will have to bear the full cost of the financial implications subjected the reason is attributable to Authority Engineer (However, whether the reason is attributable to Authority Engineer or not, will be governed by the decision of Construction Committee of IIM Indore and same will be final & binding to the Authority Engineer).
	Checking of system completion	Final inspection, snagging, supervision of testing and commissioning of various systems and assisting IIM in taking over of various parts of works and of various systems.
	Preparation of documents and getting approvals for all the services	The Authority Engineer shall have the overall responsibility of getting the approvals / NOC's / connections etc. for all services including power, water, sewer, drainage, fire fighting, lifts, DG set, etc., from government authorities done by EPC Contractor or Architect (as the case may be). Authority Engineer will ensure that all or other such connections or clearances are obtained well in time before handing over the buildings and services to IIM, INDORE.
	Preparation of Daily / weekly / fortnightly /	Authority Engineer shall also apprise IIM of the progress and / or activities of the project on daily / weekly / fortnightly /

	<p>monthly progress reports</p>	<p>monthly basis as deemed fit by IIM, INDORE, by preparing and submitting monitoring reports. The reports shall inter-alia include the following:</p> <ol style="list-style-type: none"> a. Name of Project / Contractor b. Scope of Works c. Date of Commencement / Date of Completion: Scheduled and Actual d. Major Issues and Decisions Pending including Drawings Constraints (if any), Site Constraints (if any), Equipment Constraints (if any). e. Status of Progress of Work: Cash Flow Chart, L.O.B. Chart and Bar Chart f. Areas of Concern g. List of Registers Maintained h. Labor Deployment Chart i. List of Equipment Mobilized at Site j. Materials/Personnel at Site k. Status of Payment to Contractor l. Quality of Material / Tests m. Cost Split Up of the Package n. Photographs of the Site o. Site Order Book p. Visitor's Site Inspection q. Consumable materials such as cement, steel, paint, primer, putty and admixtures, brought to site by the contractor will be recorded at the gate. Non-consumable type which would get covered up later will also have to be accounted at the gate. <p>Note: 1. Apart from the above, some sample formats for monitoring is also hereby enclosed for compliance at Annexure-2</p> <p>2. A recovery of Rs. 1000/- shall be made on per day basis in case of delay in submission of the aforesaid report as required by the institute.</p>
	<p>Bill Payments</p>	<p>Authority Engineer will be responsible for 100% checking of detailed measurement of work executed during the month for recommendation of RA / Final bill payment of Contractor. This in turn may be checked by IIMI to the extent deemed fit to IIMI, if required. During checking by IIM Indore if any deviation found (billed v/s actual) then Authority Engineer will be penalized accordingly. Amount of penalty will be decided by IIM Indore as per the nature/ extent of deviation & it should be binding on the Authority Engineer. In case of any excess payment found recommended / made to the EPC Contractor, the excess amount of payment made will be recovered from the Authority Engineer from his payment. If</p>

		the due payment amount of the Authority Engineer is less than the excess payment amount, the same will be recovered from the Performance Guarantee / Security Deposit amount submitted by the Authority Engineer and in case found further deficient, the same will have to be deposited by the Authority Engineer.
	Arrangement of inspections	Ensure all statutory inspections and checks.
	Settlement of arbitration cases	Authority Engineer shall be fully responsible for dealing with Arbitration cases, if any, for Contracts entered between various agencies. Authority Engineer will prepare claims / counter claims, attend hearings and provide all necessary assistance to the Arbitrator till final settlement of disputes by following Arbitration and Conciliation (Amendment) Act, 2015 or latest as passed / enforced by the Govt. of India. It shall be the sole responsibility of Authority Engineer to defend the case provided there is no fault / negligence / delay on the part of IIM on any matter whatsoever for which dispute has arisen between two parties. The cost of arbitration / litigation, and award if any, arising out of any arbitration due to reasons attributable to Authority Engineer shall be borne by Authority Engineer . Authority Engineer shall take all necessary steps to safeguard IIM, INDORE's interest while dealing with the Contractor.
	Preparation & submission of statement of all the consumables.	<ul style="list-style-type: none"> • The Authority Engineer shall submit a consumption statement of all consumable material or materials getting covered up periodically along with demand for funds. • any kind of consumables such as cement, admixtures, paint or paint related materials, steel reinforcement while being brought inside the campus will have to be got recorded at security gate by producing the invoice or load tally. The nominated qualified person from the Authority Engineer will make the entry in a register and issue a pass. This pass shall be preserved and submitted along with the consumption statement. Any short fall on the quantity at gate register with that of theoretical consumption will be fined/ recovered from the Authority Engineer at double the price of that material to extent of shortfall or deficiency.
Post-Construction Stage	Payment settlement	Settlement of all due accounts of the Contractors after due comprehensive checking & certifying the correctness of the work done. The Authority Engineer shall be sole responsible for recommended payments.

	Checking & Handing over	Witness testing and commissioning of all utilities and certify the same. The Authority Engineer shall check all the provisions for durability of the structures & installations including furniture's, equipment's etc. and submit a detailed report on the same.
	Preparation of completion report	Provide project completion report which shall contain all technical and financial information of the project. Authority Engineer to also obtain, submit & certify Completion Reports & drawings, getting structural stability/sufficiency certificate from the Designer/Architect/EPC Contractor (as the case be) and obtaining completion/occupancy certificate from Statutory authorities/body wherever required through EPC Contractor, issue of as built drawings from EPC Contractor & handing over all the assets to IIMI.
	Preparation of manual for the maintenance	Co-ordinate with Contractors/OEMs and arrange for user operation and maintenance manuals and training to client's representatives. Authority Engineer shall ensure that technician of IIM get sufficient training and for this they shall seek an authentication from IIM Indore. In the absence of authentication, it will be presumed that training not conducted or imparted. In respect of highly specialized instruments if any, the supplier has to deploy an operator for three months at site of installation. All warranties and guarantees on equipments/ fixtures etc. procured by the Contractors shall be in the name of IIM and incorporation of appropriate clauses in the tender documents to be ensured by Authority Engineer . For specialised works like lifts, air conditioning, DG sets, power substations, fire fighting etc., a 5 year comprehensive AMC renewable every year based on the performance after DLP of 1 year provision should also be ensured in the tender documents with the stipulation that after handing over of these works, IIM shall enter into a supplementary agreement for operation and maintenance with the Contractors on the same terms and conditions. All warranties and guarantees shall be in the name of IIM, INDORE. Appropriate clauses will be inserted in the tender documents by the Authority Engineer for comprehensive Annual Maintenance Contract with contractor for 5 years after DLP. The Authority Engineer shall submit a report on operation & maintenance schedule for the facilities.
	Arrangement of inspections	Provide adequate engineering and supervisory staff for

	& rectification of problems during the DLP	inspection / monitoring of works on communication from IIM, during Defect Liability Period and issue of timely notice to vendors / agencies for rectification of defects, if observed.
	Settlement of Audit/CTE's observation/arbitration cases	To reply and settle the observations / objections / paras (if any & at any stage pre/during/post construction & at any point of time) of the CVC/Chief Technical Examiner, CAG audit or any other checking / investigating agency of the Government. Authority Engineer will be fully responsible for consequences of any audit / investigation para & its respective observation. If at all any financial implication arisen during or after the execution work in respect of the aforesaid observation/ settlement, then Authority Engineer will have to bear the full cost of the financial implications subjected the reason is attributable to Authority Engineer (However, whether the reason is attributable to Authority Engineer or not will be governed by the decision of Construction Committee of IIM Indore and same will be final & binding to the Authority Engineer).
	Others	Any other activity that is necessary for accomplishment of the Job but not mentioned herein is deemed to have been included in the scope of Authority Engineer. And the decision of IIM Indore shall be final in this regard and binding to the Authority Engineer.

CHAPTER 7

**MILESTONE PAYMENT
OF
PROFESSIONAL FEES**

CHAPTER 7
Milestone payment of Professional Fees

A. Professional fees for Group-VIII Project

Stage	Services to be recorded	Stages of Payments	Cumulative fee payments
1.	After signing of agreement and preparation of program schedule in the form of Primavera /MS Project & their submission and written approval from the IIMI, deployment of manpower for the project & fulfilling the deliverable for Phase-1 Pre-Construction Stage (till floating of RFP for EPC Contract) & All kind of assistances not mentioned herein but required to fulfil the deliverable to take off the project and as demanded by IIMI.	4% of total Professional Fees	4% of total Professional Fees
2.	Fulfilling the deliverable for Phase-1 Pre-Construction Stage (after floating of RFP & till the time of award of EPC Contract), Obtaining detailed program chart from the Contractor & All kind of assistances not mentioned herein but required to take off the project and as demanded by IIMI.	1% of total Professional Fees	5% of total Professional Fees
3.	During the execution of work, fee will be released on pro rata basis of the physical progress of the work on ground. Physical progress of the work is assessed based on the certified value of the running account bill (as per the stipulation in the EPC Contract) and photographs/visuals/ other documentations required duly certified by Authority Engineer .	85% of total Professional Fees on pro-rata basis	This process of release of fee will continue till the value of the work reached 90% of the awarded cost.
4.	On Completion Reports & drawings, getting structural stability/sufficiency certificate from the Designer/Architect/EPC Contractor & duly counter signed by Authority Engineer and obtaining completion/occupancy certificate from Statutory authorities/body wherever required through EPC Contractor, issue of as built drawings obtained from EPC Contractor & handing over all the assets to IIMI	10% of total Professional Fees	100% of total Professional Fees
5.	After receiving clearance from audit/CAG/CTE or conclusion of arbitration (if any) etc. OR If there is an audit para happened during the course of time, till clearance of the audit para. OR if there is no audit para, Security Deposit will be released after 12 months of Defect liability period.	Release of Security Deposit after 60days of completion of 12 months of DLP	

NOTE:

1. Professional Fees mentioned herewith means the consolidated amount of fee quoted for the contract excluding GST.
2. The fee payable will have no correlation with the projected estimated cost/tender cost/ preliminary estimated cost/actual cost/detailed estimated cost/ Cost at completion, whatsoever is there for Group-VIII Project but will solely be guided by the consolidated fee quoted for the contract, which shall be firm & fixed during the pendency of the contract.
3. For any payment, the Authority Engineer will have to raise Tax Invoice in accordance with the schedule of payment/milestone of payment tabulated above.
4. Phase-1 consists of Stage-1 & Stage-2 tabulated above. Whereas Phase-2 means the activities /milestone mentioned at Stage-3 onwards.

CHAPTER 8

OTHER CONDITIONS

CHAPTER 8

OTHER CONDITIONS

1. Ensure all insurances related to persons and activities on site are obtained as necessary.
2. Authority Engineer has to establish/ make their own site office within IIM campus (at the location allocated by IIM Indore) to accommodate all their staff. All requisite office equipment such as computers, printers, plotters and all stationeries etc. should be there for proper functioning. A Site office (1 reserved cabin) for client/ IIM Indore's official should also be there which should have minimum facilities like Computer with internet connection, Printer, AC, basic office furniture etc. This office should be there for full contract period and shall always be maintained in good working condition at his own cost and ensure mobilization facilities like temporary power, source of water supply etc.
3. Compile drawings, maintenance manual and methodology as well as preventive maintenance schedule for buildings and all services/utilities.
4. To obtain 'no claims certificates' from the contractors at time of final bill.
5. Compile a list of all vendors and manufacturers and their maintenance/ local office/ distributor/representative to be contacted in case of need.
6. Get all warranty papers and test certificates from all vendors and equipment suppliers
7. Get all maintenance and operation manuals of all equipment
8. Project Closure: When the construction of all the buildings along with other site development works are completed in all respects i.e. all civil and service works are completed, equipment installed and aligned, and commissioned and satisfied to its performance vis-à-vis designed and practically obtained Statutory approvals wherever required etc., Authority Engineer shall notify the OWNER in writing that the Project has been completed in all respects.
9. Upon notification of completion of buildings/works in writing by Authority Engineer , IIM Indore reserves the right to inspect the same prior to occupancy. Any defects observed shall be informed to the Authority Engineer & in turn they shall ensure the rectification of such defects prior to occupancy at no extra cost to the IIM Indore.
10. IIM Indore shall have the right to request Authority Engineer in writing to make any changes, modifications, deletions and/or additions to Authority Engineer scope of Services related to Group VIII Project. Authority Engineer shall consider such written requests for which no extra payment will be made.

11. IIM Indore shall use all documents prepared by Authority Engineer for the purposes of construction, operation and maintenance of buildings in future.
12. Authority Engineer should ensure that the SERVICES as specified/described under the scope in this CONTRACT and technical documents to be developed by Authority Engineer shall be in accordance with sound and established engineering practices, using International Standards, Indian Codes and Government Regulations, wherever applicable, for the purpose(s) specified, free from defects and suitable for respective uses intended.
13. Except where otherwise specified in the Scope of Work of Authority Engineer, Authority Engineer's liability under this CONTRACT for all guarantees or warranties of whatsoever nature, whether expressed or implied, and for all causes whatsoever shall be limited to getting the things rectified by the respective agency without any additional fee to the owner.
14. The Authority Engineer shall discharge its duties in a fair, impartial and efficient manner, consistent with the highest standards of professional integrity and Good Industry Practice.
15. The Authority Engineer shall review any revised Drawings sent to it by the Contractor /Architect and furnish its comments within 03 (three) days of receiving such Drawings. The review of drawing should be authenticated by Authority's Engineer.
16. The Authority Engineer shall review the Quality Assurance Plan submitted by the Contractor and shall convey its comments to the Contractor within a period of 03 (three) days stating the modifications, if any, required thereto under intimation to IIM Indore.
17. The Authority Engineer shall complete the review of the methodology proposed to be adopted by the Contractor for executing the Works, and convey its comments to the Contractor within a period of 03 (three) days from the date of receipt of the proposed methodology from the Contractor under intimation to IIM Indore.
18. The Authority Engineer shall inspect the Construction Works and shall submit a inspection Report bringing out the results of inspections and the remedial action taken by the Contractor in respect of Defects or deficiencies. In particular, the Authority's Engineer shall include in its Inspection Report, the compliance of the recommendations made by the Safety Consultant.
19. The Authority Engineer shall conduct the pre-construction review of manufacturer's reports and standard samples of manufactured Materials, and such other Materials as the Authority's Engineer may require.
20. For determining that the Works conform to Specifications and Standards, the Authority Engineer shall require the Contractor to carry out, or cause to be carried out, tests at such time and frequency and in such manner as specified in the Agreement / Codal provisions / provision contained in CPWD documents

/ other such documents of Central Govt. and in accordance with Good Industry Practice for quality assurance.

21. Authority Engineer shall
 - a) within 10 (ten) days of receipt of the Stage Payment Statement from the Contractor pursuant to Clause of EPC Contract, determine the amount due to the Contractor and recommend the release of 90 (ninety) percent of the amount so determined as part payment, pending issue of the Interim Payment Certificate; and
 - b) within 15 (fifteen) days of the receipt of the Stage Payment Statement referred to in Clause of EPC Contract, deliver to the Authority and the Contractor an Interim Payment Certificate certifying the amount due and payable to the Contractor, after adjustments in accordance with the provisions of Clause of EPC Agreement.
22. The Authority Engineer shall certify final payment with 30 (thirty) days of the receipt of the final payment statement in accordance with the provisions of Clause of EPC Agreement.
23. **INDEMNITY:** The Authority Engineer shall hold harmless and indemnify the IIM Indore, against any claims or liability because of personal injury including death of any employee of the Authority Engineer and arising out of or in consequence of the performance of this CONTRACT.
24. The IIM Indore shall not be responsible for any loss or damage to property of any kind belonging to the Authority Engineer or its employees, servants or agents.
25. The tenderer shall acquaint himself with the proposed site of Contract.
26. If for any reasons, any part of the site is not available temporarily for some time for part of the Contract under the contract, the agreed construction schedule shall be suitably modified and Authority Engineer shall diligently divert his men and materials to utilize them appropriately, profitably and no claim of damages whatsoever shall be entertained on this account. However, the Authority Engineer shall be allowed extension of time for completing the Contract as deemed fit by the competent authority.
27. The Authority Engineer shall also not be entitled to any compensation:
 - a. On account of delay in commencing the Contract by the EPC Contractor.
 - b. On account of reduction in the scope of Contract.
 - c. On account of suspension of Contract or abandoned after award of Contract.
 - d. On account of delay attributable to Authority Engineer
 - e. On account of extension of Contract of EPC.
28. The Authority Engineer shall make his own arrangement for obtaining electric connection required for execution of Contract and make necessary payments directly to the concerned departments and nothing extra shall be payable on this account. The Authority Engineer shall make his own arrangement for water.

29. The Authority Engineer shall provide, at his own cost instruments for surveying, weighing and measuring purpose at the site of Contract as may be necessary for execution of the Contract.
30. The Authority Engineer shall take care of all safety precautions pertaining to construction of Contract, such as scaffolding, ladder, Contracting platforms, gangways, electric arc/ gas welding, use of hoist and construction machinery.
31. On account of security consideration, some restrictions may be imposed by the security staff on the Contracting and/ movement of men and materials etc. The Authority Engineer shall be bound to follow all such restrictions/ instructions and he shall organize his Contract accordingly. No claim on this account, whatsoever, shall be payable.
32. The Authority Engineer shall take all precautions to avoid accidents by exhibiting necessary caution boards day and night, speed limit boards, red flags, red lights and providing barriers. He shall be responsible for all damages and accidents caused to existing/ new Contract due to negligence on his part. No hindrance shall be caused to traffic during the execution of the Contract.
33. The Authority Engineer shall be responsible for the watch and ward of all materials brought by them to site against pilferage and breakage during the period of installation and thereafter till the Contracts are physically handed over to the department.
34. The Authority Engineer shall take all preventive measures against any damage caused by rain, snowfall, floods or any other natural calamity, whatsoever during the execution of the Contract. The Authority Engineer shall be fully responsible for any damage to the Owners property and to the Contract for which the payment has been advanced to him under the contract. However, the Authority Engineer shall maintain an equal to the payment received against the Contract done, at his own cost. This will also cover the defect liability period. This shall be favoring the Director, Indian Institute of Management Indore. Nothing extra on this account shall be payable to the Authority Engineer for maintaining such insurance Policy. (The applicability of this clause is limited to the office/ allied structure created by Authority Engineer to house the office activities as stipulated in the tender).
35. The Contract will be carried out in the manner complying, in all respects, with the requirements of relevant bye-laws of the local body under the jurisdiction of which the Contract is to be executed or as directed by the Engineer-in-Charge and nothing extra shall be paid on this account.
36. The Authority Engineer shall comply with proper and legal orders and directions of the local or public authority or municipality and abide by their rules and regulations and pay all fees and charges which may be liable.
37. The Authority Engineer shall give due notices to Municipal, Police and/or other authorities that may be required under the law/rules under force in the area and obtain all requisite licenses for temporary obstructions / enclosures and

pay all charges which may be leviable on account of his execution of Contract under the agreement. Nothing extra shall be payable on this account.

38. All materials to be utilized for fulfilment of this Contractual obligation shall be arranged by the Authority Engineer and shall be in accordance with the standard specifications laid down by statutory authorities.
39. The tenderer shall use materials bearing ISI Certification Mark unless otherwise specified or allowed in writing by the Engineer-in-Charge. Any material banned by the department shall not be used in the Contract.
40. The Authority Engineer shall submit to the Engineer-in-charge samples of all materials for approval. Such samples of materials which affect aesthetics of the Contract shall also be got approved from the Engineer-in-charge of the project before order procuring bulk supplies. These approved samples shall be preserved and retained in the custody of the Engineer-in-charge as standards of materials till the completion of the Contract. The cost of such samples shall be borne by the respective contractor and nothing shall be payable on this account over the Agreement rates.
41. The Authority Engineer shall be required to get all the necessary mandatory and other tests as per the specifications/ IS codes, carried out on materials/ Contract from an approved laboratory as per the direction of the Engineer-in-charge.
42. The Authority Engineer shall be responsible for completing the Contract and for satisfying all terms and conditions of the Contract without any extra payment over his quoted rates unless otherwise specified.
43. Other agencies doing Contracts related with this project will also simultaneously execute the Contracts and the Authority Engineer shall afford necessary co-ordination for un-hindered completion of these sub-Contracts.
44. The Authority Engineer shall ensure to give a satisfactory performance test of installations individually and as a whole to ensure their proper functioning before the Contract is finally declared and completed and accepted.
45. The Authority Engineer shall continue to maintain watch and ward to safeguard the Owner's property in his possession until the same is formally handed over as per directions of the Engineer-in-charge. Nothing extra over agreement rates shall be paid on this account.
46. The Authority Engineer shall protect the adjoining buildings or Contracts and the Contract under execution from fire and shall make adequate arrangements for fire protection and firefighting and if any property is damaged, by fire due to the negligence of the Authority Engineer, the same shall be made good by the Authority Engineer at his own cost, to the entire satisfaction of Engineer-in-charge.
47. The Authority Engineer shall provide adequate lighting arrangements as approved by the Engineer-in-charge for carrying out the Contract during night time, if so required and as per direction of Engineer-in-Charge.

48. In order to achieve the targeted date of completion the Authority Engineer may have to work in multiple shifts, round the clock including public and gazetted holidays and nothing extra shall be paid on this account.
49. All materials, articles and workmanship shall be of respective best quality.
50. The Authority Engineer shall be responsible for compliance of all statutory provisions towards ESI, PF or any other applicable laws, as the case may be, from time to time i.e. all statutory levies and taxes shall be borne by the Authority Engineer. The applicable GST, applicable TDS towards GST and Income tax or any other statutory levies/taxes as per the Central Govt./State Govt./local body Regulations shall be deducted from the running account bills/final bill, as applicable at the time of payment. Only the GST as applicable during the pendency of the contract shall be reimbursed extra. No other claim in this regard shall be entertained.
51. The Authority Engineer is supposed to abide the minimum wages act and shall produce all records to the Engineer-in-charge or any other statutory authority as and when called for. The Engineer-in-charge does not hold any responsibility on account of any lapses in this regard.
52. For any clarification/ doubt, the Institute may organize regular meetings with Authority Engineer. The Authority Engineer shall attend such meetings invariably as and when required.
53. In respect of the Contract of other agencies, where the commencement or progress of such Contract of any other agency is dependent upon the completion of particular portions of the Authority Engineer's Contract or generally upon the Authority Engineer maintaining progress in accordance with the approved coordinated construction programme, it shall be the responsibility of the Authority Engineer to get complete such portions and maintain such progress.
54. Should any difference arise between the Authority Engineer and the other agencies, these shall immediately be brought to the attention of the Engineer-in-Charge who after reviewing the matters causing the differences will give their decision which shall be final and binding on the Authority Engineer .
55. After completion of Contract and before issuance of certificate of virtual completion the Authority Engineer shall get submitted by the EPC Contractor eight (8) sets to the Engineer-in-charge, layout drawing drawn at appropriate scale and with 2 copies on Hard disc indicating the complete system 'as installed', with written approval of Engineer-in-charge on the 8 sets.
56. The Authority Engineer shall / shall got prepared and produce instruction, operation and maintenance manuals in English for the use, operation and the maintenance of the supplied equipment and installations, and submit to the Engineer-in-charge in (8) copies at the time of handing over. The same should be generally consist of the following:

- Description of the project
 - Operating instructions
 - Maintenance instructions including procedures for preventive maintenance
 - Manufacturer's catalogues
 - Spare parts list
 - Trouble shooting charts
 - Drawings
 - Type and routine test certificates for major items.
 - One (1) set of reproducible 'as built' drawings on polyester film.
57. All spaces allotted to the Authority Engineer as described above shall be vacated and all structures removed from site at any time as and when required and directed by the Engineer-in-charge, unconditionally and without any reservation. The Engineer-in-charge will not be obliged to give any reason for such removal. Upon receiving instructions to vacate the space, the Authority Engineer shall immediately remove all his structures, materials, etc. from the sources and clear and clean-up the site to the satisfaction of the Engineer-in-charge.
58. It shall be the responsibility of the Authority Engineer C to safeguard the site and ensure that no illegal encroachments are made by outside elements within the area allotted to the Authority Engineer . Upon completion of the Contract or earlier as required by Engineer-in-Charge, the Authority Engineer shall vacate the land totally without any reservation.
59. The Authority Engineer will arrange to erect, at his own cost, barbed wire or other appropriate fence around the infrastructure site, with entry/exit gates at suitable points. The Authority Engineer shall, at his own cost, provide and erect suitable fencing around the spaces allotted to him at the infrastructure sites to ensure the security of his men. Materials and equipment within the sites and in relation to other agencies who will also be allotted spaces at above sites.
60. The security of workmen, materials, equipment stores etc. within the area allotted to the Authority Engineer shall be their responsibility .
61. The Authority Engineer shall take photographs of site prior to commencement of Contract, during construction and after completion of Contract as suggested and shall submit the photographs in soft and hard copies to IIM for which no extra payment will be made.
62. Layout of Contracts shall be got checked by Engineer-in -charge & only then further Contract shall be taken by after approval.
63. Authority Engineer to ensure proforma of Registers to be as per standard CPWD formats.

64. **RESOLUTION OF DISPUTES AND DISAGREEMENTS** : If any dispute or difference of any kind whatsoever shall arise between the parties in connection with or arising out of this Agreement or out of the breach termination or invalidity of this Agreement thereof, the parties shall resolve them by resorting to the following :
- A. The Party shall attempt within a period of 30 days after receipt of notice by the other party of the existence of a dispute, settle such dispute in the first instance by mutual discussions between the parties represented by the Team leader of the Authority Engineer and Chief Engineer of IIM Indore.
 - B. If the dispute cannot be settled by mutual discussion within 07 days as provided herein, the dispute shall be referred to the Director IIM Indore, whose decision shall be full, final & binding on the parties.
65. **TERMINATION**: The Engineer-in-Charge of IIM Indore may, without prejudice to his any other right or remedy against the Authority Engineer in respect of any delay, inferior workmanship, any claim for damages and / or any other provisions of this contract or otherwise, and whether the date for completion has or has not elapsed and irrespective of the actual completion of the work/job/project/services, by notice in writing absolutely determine/ terminate the contract by pointwise reasons, including but not limited to, instances of delay or non-commencement of work/ services.
66. **Foreclosure of contract due to Abandonment or Reduction in Scope of Work**:
- If at any time after acceptance of the tender or during the progress, the purpose or object for which the work is being done changes due to any supervening cause and as a result of which the work has to be abandoned or reduced in scope, the Engineer-in-Charge shall give notice in writing to that effect to the Authority Engineer stating the decision as well as the cause for such decision and the Authority Engineer shall act accordingly in the matter.
- The Authority Engineer shall have no claim to any payment of compensation or otherwise whatsoever, on account of any profit or advantage which he might have derived from the complete execution of the contract but which he did not derive in consequence of the foreclosure of the whole or part of the contract. The Authority Engineer shall be paid at contract rates/proportionate to the contract rates (as applicable), full amount for the services actually delivered & accepted by the institute at the time of foreclosure.
67. **SUBLETTING/OUTSOURCING**: The Authority Engineer shall not assign or sublet or outsource any activity within its scope of work.

68. After getting award: Authority Engineer shall have to execute an agreement on non-judicial stamp paper of requisite value immediately on furnishing the performance guarantee in the format prescribed by IIM Indore and sign on all contract documents. (Cost of stamp paper to be borne by the Authority Engineer)
69. Integrity Agreement : Authority Engineer shall have to execute an Integrity Agreement also on non-judicial stamp paper of requisite value immediately on furnishing the performance guarantee in the format prescribed by IIM Indore and sign on all contract documents. (cost of stamp paper to be borne by the Authority Engineer)
70. Engineer-in-charge referred in the document implies the Chief Engineer of the IIM Indore.
71. **Stamp Duty:**
- a. Stamp (wherever mentioned in the tender/ not mentioned but required legally), stamp duty will generally be following the Indian Stamp Act, 1899 (as applicable to Madhya Pradesh).
 - b. For the services of the 'Authority Engineer', the stamp duty shall be as per the Indian Stamp Act, 1899 (as applicable to Madhya Pradesh). Any revision, if made by the govt. will be applicable at the time of execution of the agreements.
 - c. The cost w.r.t. stamp duty will solely be with the bidder i.e. cost to be borne by successful bidder.
72. In view of Covid-19, there are some entry restrictions/ rules which the Authority Engineer will have to follow while entering into campus/ during work
- i) All your representatives must carry the respective IDs.
 - ii) Any of your representatives should not contact any of the residents.
 - iii) The representative coming will have to undergo thermal screening at the gate.
 - iv) Any of the person with fever, cold, cough & throat pain shall not be allowed.
 - v) The representatives must wear masks & gloves all the time, as without mask & gloves they will not be allowed.
 - vi) The representative must carry drinking water and food, as no facility will be available here.
 - vii) All your representatives to maintain social distancing.
 - viii) Aarogya Setu app should be installed in the representative's mobile phones.
 - ix) Spitting/chewing pan/gutka in any place on the campus is strictly prohibited.

- x) Your representative coming for entering the premises be advised to show patience as the measures will slow down the entry/exit procedure.
- xi) People coming for the referred job must be confined to their site only, as they are not allowed to move other than the designated site in the campus.
- xii) All the representatives/ workers are entering into campus should carry their vaccination certificate.

Note: No one from any containment zone will be permitted to campus.

Summary of Consequential Clauses in case of non-performance

For the sake of clarity in respect of various penal / compensation related provisions, the respective clauses are summarized hereunder:

Ref Clause No.	Clause	Details
A.1.5	Compensation for delay	<p>@ 1% per week subject to maximum 10% of the contract value, to be computed on per day basis after the contract period. Further details for levying the compensation is as follows:</p> <ul style="list-style-type: none"> • If the Authority Engineer fails to adhere the timelines to complete the respective deliverables as mentioned in this RFP on or before the period mentioned or justified extended date of completion of the respective deliverables i.e. excluding any extension given without compensation, he shall, without prejudice to any other right or remedy available under the law to the IIM Indore on account of such breach, pay as compensation the amount calculated at the rates stipulated above. • The Director IIM Indore will be the sole authority who may decide on the amount of accepted Tendered Value of the services for every completed day/month (as determined) that the progress remains below the specified or that the services remains incomplete. • Provided always that the total amount of compensation for delay to be paid under this condition shall not exceed 10 % (ten percent) of the accepted Tendered Value of services. In case no compensation has been decided by the Director IIM Indore during the progress of contract, this shall be no waiver of right to levy compensation by the Director IIM Indore if the services remain incomplete on final justified extended date of completion. If the Engineer in Charge decides to give further extension of time allowing performance of services beyond the justified extended date, the Authority Engineer shall be liable to pay compensation for such extended period. • Provided that compensation during the progress of services before the justified extended date of completion for delay under this clause shall be for non-achievement of sectional completion or part handing over of services on stipulated/justified

		<p>extended date for such part services or if delay affects any other works/services. This is without prejudice to right of action by the Engineer in Charge for levying compensation in respect of delay in performance and claim of compensation. In case action has not been finalized and the services has been determined/terminated under the respective clause of this RFP, the right of action under this clause shall remain post determination of contract but levy of compensation shall be for days the progress is behind the schedule on date of determination, as assessed by the competent authority, after due consideration of justified extension. The compensation for delay, if not decided before the determination of contract, shall be decided after of determination of contract. The amount of compensation may be adjusted or set-off against any sum payable to the Authority Engineer under this or any other contract with the IIM Indore.</p> <ul style="list-style-type: none"> • Delay percentage of the Contract Price of the delayed/ undelivered services mentioned in this RFP for every week of delay or part of a week will be arrived from the expiry of stipulated date till the period the respective undelivered services is delivered. While calculating part of week, the week will be considered as for 7 days irrespective of any week off / holidays etc.
Chapter-6 / Clause-15	Preparation of Programme Chart	After signing of agreement with IIMI, Authority Engineer shall prepare an integrated programme chart in MS Project/Primavera software for the execution of work, showing clearly all activities from the start of work to completion, with details of manpower, equipment and machinery required for the fulfilment of the programme within the stipulated period or earlier and submit the same for approval to the IIM Indore within ten days of award of the contract. Also detailed scrutiny in respect of sequence & methodology of Construction submitted by the EPC contractor in view of milestone to be done. A recovery of Rs. 1000/- shall be made on per day basis in case of delay in submission of the above programme.
Chapter-6 / Clause-15	Monthly/Fortnightly Progress Report or any Periodical report Sought by the institute	Prepare and submit an execution plan and methodology and submission of progress report as required by the institute. A recovery of Rs. 1000/- shall be made on per day basis in case of delay in submission of the aforesaid.

Chapter-6 / Clause-15	Construction Management Plan, Time & Cost overrun	Authority Engineer shall ensure execution of the project in a time-bound manner & as per the approved programme chart. They shall ensure that no time and cost overruns occur. In case of any cost overrun occurs for which Authority Engineer is responsible then the Authority Engineer will be penalized as per decision of the Competent Authority of the institute. Decision in this regard will be final & binding.
Chapter-6 / Clause-15	Delay in Checking of all the bills submitted by contractors	Checking and Certification of Contractors running, and final bills of the works executed for the purpose of payment to be released to the Construction Agencies & that too within a 10 days' time after the submission of the bill by the respective contractor. The Authority Engineer shall ensure submission along with every running bill (on account or interim bill) item-wise/ material-wise (wherever applicable) consumption statement supported by complete calculations. In case of any variation reasons thereof. Authority Engineer shall have to certify the correctness of the same and submit report of this essence to the IIM Indore. The Authority Engineer should also record justification for difference in bill submitted by the EPC contractor & recommended payment by Authority Engineer. In case of delay in checking and certification, Authority Engineer shall be liable to a penalty @ 5 % (simple interest) per annum from the date of expiry of prescribed time limit which will be compounded on yearly basis.
Chapter-6 / Clause-15	Bill Payments	Authority Engineer will be responsible for 100% checking of detailed measurement of work executed during the month for recommendation of RA / Final bill payment of Contractor. This in turn may be checked by IIMI to the extent deemed fit to IIMI, if required. During checking by IIM Indore if any deviation found (billed v/s actual) then Authority Engineer will be penalized accordingly. Amount of penalty will be decided by IIM Indore as per the nature/ extent of deviation & it should be binding on the Authority Engineer. In case of any excess payment found recommended / made to the EPC Contractor, the excess amount of payment made will be recovered from the Authority Engineer from his payment. If the payment amount of the Authority Engineer is less than the excess payment amount, the same will be recovered from the Performance Guarantee / Security Deposit amount submitted by the Authority Engineer and in case found further deficient, the same will have to be deposited by the Authority Engineer.

Chapter-6 / Clause-15	Quality and safety assurance plan	Drawing up and putting in place a Quality Assurance Plan as well as a Safety Assurance Plan along with an appropriate and efficient mechanism to ensure their effective implementation at site. Non -adherence to the aforesaid plan attributable to Authority Engineer will attract penalty as decided by the competent Authority of the institute, which shall be final & binding.
Chapter-6 / Clause-15	Settlement of arbitration cases	Authority Engineer shall be fully responsible for dealing with Arbitration cases, if any, for Contracts entered between various agencies. Authority Engineer will prepare claims / counter claims, attend hearings and provide all necessary assistance to the Arbitrator till final settlement of disputes by following Arbitration and Conciliation (Amendment) Act, 2015 or latest as passed / enforced by the Govt. of India. It shall be the sole responsibility of Authority Engineer to defend the case provided there is no fault / negligence / delay on the part of IIM on any matter whatsoever for which dispute has arisen between two parties. The cost of arbitration / litigation, and award if any, arising out of any arbitration due to reasons attributable to Authority Engineer shall be borne by Authority Engineer. Authority Engineer shall take all necessary steps to safeguard IIM, INDORE's interest while dealing with the Contractor.
Chapter-8 / Clause-65	Termination:	The Engineer-in-Charge of IIM Indore may, without prejudice to his any other right or remedy against the Authority Engineer in respect of any delay, inferior workmanship, any claim for damages and / or any other provisions of this contract or otherwise, and whether the date for completion has or has not elapsed and irrespective of the actual completion of the work/job/project/services, by notice in writing absolutely determine/ terminate the contract by pointwise reasons, including but not limited to, instances of delay or non-commencement of work/ services.
	Reimbursement of increased GST rate during the delayed contract period	In case of delay attributable to the Authority Engineer & there is an increase in GST rate then the reimbursement towards GST shall be restricted to the rate as prevailing during currency of the original contract.

Chapter-8 / Clause-66	Foreclosure of contract due to Abandonment or Reduction in Scope of Work:	<p>If at any time after acceptance of the tender or during the progress, the purpose or object for which the work is being done changes due to any supervening cause and as a result of which the work has to be abandoned or reduced in scope, the Engineer-in-Charge shall give notice in writing to that effect to the Authority Engineer stating the decision as well as the cause for such decision and the Authority Engineer shall act accordingly in the matter.</p> <p>The Authority Engineer shall have no claim to any payment of compensation or otherwise whatsoever, on account of any profit or advantage which he might have derived from the complete execution of the contract but which he did not derive in consequence of the foreclosure of the whole or part of the contract. The Authority Engineer shall be paid at contract rates/proportionate to the contract rates (as applicable), full amount for the services actually delivered & accepted by the institute at the time of foreclosure.</p>
Chapter-4 / Note -3	Change in manpower (during Pre-Construction Stage, Construction Stage & Post-Construction Stage)	<p>Deployments of manpower will be inconsonance with the CVs of manpower (for min. requirement desired by IIMI & any additional in case the prospective bidder feels necessary) presented at the time of presentation. However, the request for replacement can be considered only in case of exceptional/ unforeseen circumstances & that too with the prior approval of IIMI. Any replacement / change in manpower deployment done by the Authority Engineer without prior approval of IIM Indore shall be considered as non-presence of the respective manpower & in accordance penal provision as mentioned for absenteeism shall be applicable.</p>
Chapter-4 / Note -6	Absenteeism	<p>For any absenteeism of the aforesaid respective manpower during the execution of the contract period, the deduction will be made as per the following rates on monthly basis (to be computed on per day basis of the respective absenteeism).</p> <ul style="list-style-type: none"> • For Senior Project Manager/ Team Leader - Rs. 4 Lakhs per person per month • For Project Manager - Rs. 2 Lakhs per person per month • For Assistant project Manager, Engineer Billing, Engineer, Site Engineer - Rs. 1.5 Lakhs per person per month • For Office Assistant, Document Controller - Rs. 0.5 Lakh per person per month
Chapter-4 / Note -7	Poor performance of manpower	<p>In case of Poor performance of any of the aforesaid manpower, action will be taken by Authority Engineer as directed by IIM Indore.</p>

Note: Any other clause with respect to compensation / penalty / liquidated damage etc. which are not mentioned herein the above table will be guided by the respective clause of this RFP.

FORMS

Form -1

LETTER OF
TRANSMITTAL
[ON THE LETTER HEAD OF APPLICANT]

To,

The Director,
Indian Institute of management, Indore
Rau-Pithampur Road,
Indore- 453536

SUB: Submission of bids for the Appointment of Authority Engineer For construction management of Group VIII Projects Comprising of multistorey hostel blocks, academic building, faculty offices & Apartments and other associated infrastructures at IIM Indore.

Sir,

Having examined the details given in Notice and Tender document for the above work, I/we hereby submit relevant document.

1. I/we hereby certify that all the statement made and information supplied in respect of the aforesaid bid and accompanying statements are true and correct.
2. I/we furnished all information and details necessary for eligibility and have no further pertinent information to supply.
3. I/we submit the requisite bid security & bid processing fee and authorize the Institute i.e. IIM Indore or its officials to approach the bank issuing the same to confirm the correctness thereof. I/We also authorize IIM Indore and its officials to approach individuals, employees firms and corporation to verify our competence and general reputation.
4. I/We submit the certificates/ documents in support of our suitability, technical knowledge and capability for having successfully completed the said works (as mentioned / as attached in support of eligibility requirement)

Enclosures :

- 1.
- 2.
- 3.

Seal of bidder

Date of submission:

Signature(s) of Bidder(s)

Form -2

Litigation Arbitration cases Completed & Pending/in progress with details during last 7 Years

[ON THE LETTER HEAD OF BIDDER]

Form-2								
Litigation Arbitration cases Completed & Pending/in progress with details during last 7 Years								
Sl. No.	Name of work/project	Location	Name of the Client	Awarded Cost	Name & Address with mobile no. of the officer / Engineer-In-Charge for the project	Litigation Brief	Litigation Status	Remarks

Sample/indicative format for Completion certificate(s) for similar projects' Consultancy job completed during last seven years

Reference No. _____

Date _____

Name & Address of the Client:

Name of the Firm:

1	Name of work with brief particulars	
2	Work Order No. & Date	
3	Agreement Amount	
4	Date of commencement of work	
5	Stipulated date of completion	
6	Actual date of completion	
7	Details of compensation levied for delay (indicate amount) if any	
8	Gross amount of the work completed and paid	
9	Name and address of the authority under whom works executed	
10	Whether the Authority Engineer employed qualified Engineer during execution of work?	
11	i) Quality of work (Indicate grading) (Outstanding/ Very Good/ Good / Satisfactory/ Poor)	
12	i) Did the consultant go for arbitration ii) If yes, total amount of claim iii) Total amount awarded	
13	Comments on the capabilities of the consultant	
	a) Technical Proficiency (Outstanding/ Very Good/ Good / Satisfactory/ Poor)	
	b) Financial soundness (Outstanding/ Very Good/ Good / Satisfactory/ Poor)	
	c) Mobilization of adequate T&P (Outstanding/ Very Good/ Good / Satisfactory/ Poor)	
	d) Mobilization of manpower (Outstanding/ Very Good/ Good / Satisfactory/ Poor)	
	e) General behavior (Outstanding/ Very Good/ Good / Satisfactory/ Poor)	

Authorised Signatory

Format of Bank details for refund of bid security on letter head

1. Name of the Beneficiary:
2. Address:
3. Telephone Number (with STD code)/ Mobile No.
4. Bank Particulars
 - a. Bank Name:
 - b. Branch Address:
 - c. Branch Code:
 - d. MICR code (enclosed copy of a cancelled cheque):
 - e. 11 Digit IFS Code of the Bank
 - f. Bank Account Number
 - g. Bank Account Type:
5. Permanent Account Number (PAN):
6. Email Address for intimation regarding release of payments:

Seal of the Firm

Name & Signature of
Authorised Signatory

(Format of Integrity Pact)

INTEGRITY PACT

Between

Indian Institute of Management Indore hereinafter referred to as “**The Principal**”

and

..... hereinafter referred to as “**The Bidder/Authority Engineer**”

Preamble

The Principal intends to award, under laid down organizational procedures, contract/s for The principal values full compliance with all relevant laws of the land, rules, regulations economic use of resources and of fairness/ transparency in its relations with its Bidder(s) and / or Authority Engineer(s).

In order to achieve these goals, the Principal will appoint Independent External Monitors (IEMs) who will monitor the tender process and the execution of the contract for compliance with the principles mentioned above

Section 1 - Commitments of the Principal

- (1) The Principal commits itself to take all measures necessary to prevent corruption and to observe the following principles :
 - a. No employee of the Principal, personally or through family members, will in connection with the tender for , or the execution of a contract, demand, take a promise for or accept, for self or third person, any material or immaterial benefit which the person is not legally entitled to.
 - b. The Principal will, during the tender process treat all Bidder(s) with equity and reason. The Principal will in particular, before and during the tender process, provide to all Bidder(s) the same information and will not provide to any Bidder(s) confidential / additional information through which the Bidder(s) could obtain an advantage in relation to the tender process or the contract execution.
 - c. The Principal will exclude from the process all known prejudiced persons.
- (2) If the Principal obtains information on the conduct of any of its employees which is a criminal offence under the IPC/PC Act, or if there be a substantive suspicion in this regard, the Principal will inform the Chief Vigilance Officer and in addition can initiate disciplinary actions.

Section 2 - Commitments of the Bidder(s)/ Authority Engineer(s)

- (1) The Bidder(s)/ Authority Engineer(s) commit themselves to take all measures necessary to prevent corruption. The Bidder(s)/ Authority Engineer(s) commit themselves to observe the following principles during participation in the tender process and during the contract execution.
- a. The Bidder(s)/ Authority Engineer(s) will not, directly or through any other person or firm, offer, promise or give to any of the Principal's employees involved in the tender process or the execution of the contract or to any third person any material or other benefit which he/she is not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the tender process or during the execution of the contract.
 - b. The Bidder(s)/ Authority Engineer(s) will not enter with other Bidders into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to introduce cartelisation in the bidding process.
 - c. The Bidder(s)/ Authority Engineer(s) will not commit any offence under the relevant IPC/PC Act; further the Bidder(s)/ Authority Engineer(s) will not use improperly, for purposes of competition or personal gain, or pass on to others, any information or document provided by the Principal as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.
 - d. The Bidder(s)/Authority Engineer(s) of foreign origin shall disclose the name and address of the Agents /representatives in India, if any. Similarly the Bidder(s)/Authority Engineer(s) of Indian Nationality shall furnish the name and address of the foreign principals, if any. Further details as mentioned in the "Guidelines on Indian Agents of Foreign Suppliers" shall be disclosed by the Bidder(s)/Authority Engineer(s).Further, as mentioned in the Guidelines all the payments made to the Indian agent/ representative have to be in Indian Rupees only. Copy of the "Guidelines on Indian Agents of Foreign Suppliers" is placed at (page nos. 6-7).
 - e. The Bidder(s)/ Authority Engineer(s) will, when presenting their bid, disclose any and all payments made, is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the contract.
 - f. Bidder(s) /Authority Engineer(s) who have signed the Integrity Pact shall not approach the Courts while representing the matter to IEMs and shall wait for their decision in the matter.

- (2) The Bidder(s)/ Authority Engineer(s) will not instigate third persons to commit offences outlined above or be an accessory to such offences.

Section 3 - Disqualification from tender process and exclusion from future contracts

- (1) If the Bidder(s)/Authority Engineer(s), before award or during execution has committed a transgression through a violation of Section 2, above or in any other form such as to put their reliability or credibility in question, the Principal is entitled to disqualify the Bidder(s)/Authority Engineer(s) from the tender process or take action as per the procedure mentioned in the "Guidelines on Banning of business dealings". Copy of the "Guidelines on Banning of business dealings" is placed at (page nos. 8-17).

Section 4 - Compensation for Damages

- (1) If the Principal has disqualified the Bidder(s) from the tender process prior to the award according to Section 3, the Principal is entitled to demand and recover the damages equivalent to Earnest Money Deposit/ Bid Security.
- (2) If the Principal has terminated the contract according to Section 3, or if the Principal is entitled to terminate the contract according to Section 3, the Principal shall be entitled to demand and recover from the Authority Engineer liquidated damages of the Contract value or the amount equivalent to Performance Bank Guarantee.

Section 5 - Previous transgression

- (1) The Bidder declares that no previous transgressions occurred in the last three years with any other Company in any country conforming to the anti-corruption approach or with any Public Sector Enterprise in India that could justify his exclusion from the tender process.
- (2) If the Bidder makes incorrect statement on this subject, he can be disqualified from the tender process or action can be taken as per the procedure mentioned in "Guidelines on Banning of business dealings".

Section 6 - Equal treatment of all Bidders / Authority Engineer / Subcontractors (not permitted otherwise)

- (1) In case of Sub-contracting, the Principal Contractor shall take the responsibility of the adoption of Integrity Pact by the Sub-contractors.
- (2) The Principal will enter into agreements with identical conditions as this one with all Bidders and Contractors.
- (3) The Principal will disqualify from the tender process all bidders who do not sign this Pact or violate its provisions.

Section 7 - Criminal charges against violating Bidder(s) / Contractor(s) / Subcontractor(s)

If the Principal obtains knowledge of conduct of a Bidder, Contractor or Subcontractor, or of an employee or a representative or an associate of a Bidder, Contractor or Subcontractor which constitutes corruption, or if the Principal has substantive suspicion in this regard, the Principal will inform the same to the Chief Vigilance Officer.

Section 8 - Independent External Monitor

- (1) The Principal appoints competent and credible Independent External Monitor for this Pact after approval by Central Vigilance Commission. The task of the Monitor is to review independently and objectively, whether and to what extent the parties comply with the obligations under this agreement.
- (2) The Monitor is not subject to instructions by the representatives of the parties and performs his/her functions neutrally and independently. The Monitor would have access to all Contract documents, whenever required. It will be obligatory for him / her to treat the information and documents of the Bidders/Contractors as confidential. He/ she reports to the Director, IIM.
- (3) The Bidder(s)/Contractor(s) accepts that the Monitor has the right to access without restriction to all Project documentation of the Principal including that provided by the Contractor. The Contractor will also grant the Monitor, upon his/her request and demonstration of a valid interest, unrestricted and unconditional access to their project documentation. The same is applicable to Sub-contractors.
- (4) The Monitor is under contractual obligation to treat the information and documents of the Bidder(s)/ Contractor(s)/ Sub-contractor(s) with confidentiality. The Monitor has also signed declarations on 'Non-Disclosure of Confidential Information' and of 'Absence of Conflict of Interest'. In case of any conflict of interest arising at a later date, the IEM shall inform Director, IIM INDORE and recuse himself / herself from that case.
- (5) The Principal will provide to the Monitor sufficient information about all meetings among the parties related to the Project provided such meetings could have an impact on the contractual relations between the Principal and the Contractor. The parties offer to the Monitor the option to participate in such meetings.
- (6) As soon as the Monitor notices, or believes to notice, a violation of this agreement, he/she will so inform the Management of the Principal and request the Management to discontinue or take corrective action, or to take other relevant action. The monitor can in this regard submit non-binding recommendations. Beyond this, the Monitor has no right to demand from the parties that they act in a specific manner, refrain from action or tolerate action.

- (7) The Monitor will submit a written report to the Director, IIM INDORE within 8 to 10 weeks from the date of reference or intimation to him by the Principal and, should the occasion arise, submit proposals for correcting problematic situations.
- (8) If the Monitor has reported to the Director IIM INDORE, a substantiated suspicion of an offence under relevant IPC/ PC Act, and the Director IIM INDORE has not, within the reasonable time taken visible action to proceed against such offence or reported it to the Chief Vigilance Officer, the Monitor may also transmit this information directly to the Central Vigilance Commissioner.
- (9) The word 'Monitor' would include both singular and plural.

Section 9 - Pact Duration

This Pact begins when both parties have legally signed it. It expires for the Contractor 12 months after the last payment under the contract, and for all other Bidders 6 months after the contract has been awarded. Any violation of the same would entail disqualification of the bidders and exclusion from future business dealings.

If any claim is made / lodged during this time, the same shall be binding and continue to be valid despite the lapse of this pact as specified above, unless it is discharged / determined by Director, IIM INDORE.

Section 10 - Other provisions

- (1) This agreement is subject to Indian Law. Place of performance and jurisdiction is the Registered Office of the Principal, i.e. New Delhi.
- (2) Changes and supplements as well as termination notices need to be made in writing. Side agreements have not been made.
- (3) If the Contractor is a partnership or a consortium, this agreement must be signed by all partners or consortium members.
- (4) Should one or several provisions of this agreement turn out to be invalid, the remainder of this agreement remains valid. In this case, the parties will strive to come to an agreement to their original intentions.
- (5) Issues like Warranty / Guarantee etc. shall be outside the purview of IEMs.
- (6) In the event of any contradiction between the Integrity Pact and its Annexure, the Clause in the Integrity Pact will prevail.

(For &, On behalf of the Principal)

(For &, On behalf of Bidder/ Contractor)

(Office Seal)

(Office Seal)

Place

Date

Witness 1:
(Name & Address)

Witness 2:
(Name & Address)

Format of Bank Guarantee
Bank Guarantee for Performance Security

(On the appropriate stamp paper)

THIS DEED OF GUARANTEE made on _____ day of ____ 2022, between [Name of Bank]., having Registered Office at [Address], (hereinafter called the “Bank” which expression shall unless repugnant to the context and meaning thereof include its successors) in favor of [Name of Owner] having its office at [Address] and Registered Office at [Address]. (hereinafter called “Owner” which expression shall unless repugnant to the context and meaning thereof include its successors and assigns).

WHEREAS _____ has issued a Letter of Acceptance / Work Order dated _____ to _____ having its Corporate office at _____ (hereinafter called the “Authority Engineer”) which constitute a binding Contract (hereinafter called “**Contract Agreement**”) for carrying out the “(Name of Work _____)” based upon the Tender submitted by the Authority Engineer and agreed between Client and Authority Engineer and subject to the terms therein contained . The work to be carried out by Authority Engineer shall be supervised and implemented by M/s _____ (hereinafter called “Authority Engineer/Bidder”)

AND WHEREAS in accordance with the terms and conditions of the contract agreement, the Authority Engineer has agreed to furnish a Bank Guarantee to Owner in the form of acceptable to _____ for a sum of Rs. _____ (Rupees _____ Only) to ensure timely and satisfactory performance by the Authority Engineer of its obligation under the Contract Agreement.

AND WHEREAS the Bank has at the request of the Authority Engineer agreed to furnish this irrevocable and unconditional guarantee in favor of Owner to secure performance by the Authority Engineer of its obligations under the Contract Agreement on the terms and conditions herein contained.

NOW THIS DEED WITNESSTH AS FOLLOWS:

- i) The Bank hereby unconditionally and irrevocably guarantees the due and punctual performance and observance of and compliance by the Authority Engineer of the covenants, agreements, conditions and provisions expressed or implied on the part of the Authority Engineer to be performed observed or complied with under the Contract Agreement in accordance with the terms thereof and in the event of any non-performance and non-compliance of the same for any reason, the Bank shall absolutely irrevocably and unconditionally without any demur right of set off or counter claim, forthwith upon written demand by Owner and without demur or protest and without reference to the Authority Engineer pay to Owner a sum not exceeding Rs. _____ (Rupees _____)

only). A demand so made by _____ shall be final and binding on the Bank.

- ii) The Bank's liability under this Guarantee is restricted to Rs. _____ (Rupees _____ Lacs _____ Thousand _____ only).
- iii) The decision of Owner for the time being in force, or at any time thereafter as to the non-performance, non-observance and non-compliance by the Contractor of the covenants, agreements, conditions and provisions, expressed or implied, on the part of the Contractor, to be observed performed or complied with under the Contract Agreement shall be final, conclusive and binding upon the Bank and shall not in any circumstances be questioned by the Bank, under what so ever circumstances.
- iv) Any demand for payment under this Guarantee shall be made on the Bank by Owner in writing at [Bank Address] and shall be deemed to have been sufficiently made by Owner if the writing containing the demand is sent to the Bank by registered post to the address as aforesaid or sent to the Bank by hand delivery at such address and written acknowledgement obtained to such delivery.
- v) The guarantee obligations of the Bank hereunder shall continue in force and effect and be binding on the Bank in accordance with its terms upto _____ or until the due performance, observance and compliance by the Authority Engineer of all the covenants, agreements, conditions and provisions, expressed or implied, on the part of the Authority Engineer to be observed, performed or complied with under the Contract Agreement, the completion of the Defects Liability Period and issue of the Certificate of Final Completion by Owner in accordance with the Contract Agreement whichever is later.
- vi) As between the Bank and Owner (but without affecting the Authority Engineer's obligations) the Bank shall be liable under this Guarantee as if it were the sole principal debtor. The Bank's liability hereunder shall not be discharged nor shall its liability be affected by:
 - a. any time, indulgence, waiver or consent at any time given by Owner to the Authority Engineer.
 - b. Any amendment to the Contract Agreement,
 - c. The making or the absence of any demand by Owner on the Authority Engineer or any other person for payment.
 - d. The enforcement or absence of enforcement of the Contract Agreement or of any security or other defect in any provision of the Contract Agreement or of any of the Authority Engineer obligations there under;
 - e. The dissolution, amalgamation, reconstruction or reorganization or appointment of any Administrative Receiver of the Authority Engineer.

- vii) The Guarantee herein contained shall not be determined or in any way prejudiced or affected by any change in the constitution of the Bank/ Owner or by any merger, or amalgamation or reconstruction of the Bank / Owner but shall be enforceable against the merged, amalgamated or reconstruction body.
- viii) The Bank hereby expressly and irrevocably waives all claims of waiver, release, surrender or compromise and all defenses, set offs, counter claims recoupments, reductions, limitations and impairments, whatsoever.
- ix) Owner shall be at liberty to vary and alter or modify any of the terms and conditions of the Contract Agreement including without limitation to extend from time to time the time for the performance of the Contract Agreement by the Authority Engineer or to postpone from time to time any of the powers exercisable by _____ against the Authority Engineer, to forbear or to enforce any of the terms and conditions of the Contract Agreement, without in any manner affecting this Guarantee and without notice to or assent of the Bank.
- x) The Bank waives any right to require/proceeding first against the Authority Engineer or the realization first of any other security or other guarantee, if any.
- xi) The Bank agrees and confirms that its obligation to make payment to Owner on demand hereunder and discharge of such obligation shall not be delayed, exercised or avoided by reason of any act or omission on the part of Owner.
- xii) The bank declares and confirms that the Bank has taken all necessary corporate action to authorize the execution delivery and performance of this Guarantee in accordance with the terms hereof and that the Bank has full power to enter into and perform and discharge its obligations under taken hereunder and that this Guarantee constitutes legal, valid and binding obligation of the Bank, enforceable in accordance with its terms and any defects therein or in its execution shall not be a plea for non-payment or performance of its obligation.
- xiii) This guarantee shall be Governed by and construed in all respects according to the laws of India and shall be subject to the jurisdiction of the courts in Mumbai.
- xiv) Any forbearance or indulgence on the part of Owner in the enforcement of the covenants, agreements, conditions and provisions, expressed or implied, on the part of the Authority Engineer to be observed, performed or complied with by the Authority Engineer under the contract agreement shall in no way relieve the Bank of its liability under the Guarantee.
- xv) Terms and expression defined in the contract agreement and used herein shall have the meanings assigned to them therein save and except where the context otherwise require.
- xvi) Notwithstanding anything contained hereinabove;
 - a. Our liability under this bank guarantee shall not exceed Rs. _____ (Rupee _____)

- b. This bank guarantee shall be valid upto _____ or and
- c. It is a condition to our liability for payment of the guaranteed amount or part any thereof arising under this Bank guarantee that we receive a valid written claim or demand for payment under this bank guarantee on or before _____ or as provided in clause 5 whichever is later failing which our liability under this bank guarantee will automatically cease.

IN WITNESS WHEREOF THE BANK HAS SET ITS HAND AND SEAL THE DAY AND YEAR FIRST ABOVE WRITTEN.

SIGNED for and behalf)
Of the Bank by it's duly authorized)
Representative Mr.)
In the presence of

FORMAT OF CURRICULUM VITAE (CV) FOR PROPOSED PROFESSIONAL STAFF

Proposed Position:

Photograph

Name of Firm:

Name of Staff:

Profession/ Specialization:

Date of Birth:

Years with Firm/Entity:

Nationality:

Membership of Professional Societies:

Detailed Task Assigned:

Sl. No	Name of Employer	Post Held	Project Name	Period		Assignment in the Project	Client of the Project	Remark
				From	To			

Education:

[Summarise college/university and other specialised education of staff member, giving their names, dates attended (period of attendance), and degrees obtained. Use about one quarter of a page.]

Key Qualifications:

[Give an outline of staff member's experience and training most pertinent to tasks on assignment. Describe degree of responsibility held by staff member on relevant previous assignments and give dates and locations. Use about half a page.]

Employment Record:

[Starting with present position, list in reverse order every employment held. List all positions Held by staff member since graduation, giving dates, name of employing organisations, titles of positions held, and locations of assignments. For experience also give types of activities performed and client references, where appropriate. Use about three-quarters of a page.]

Languages:

[For English language indicate proficiency: excellent, good, fair, or poor; in speaking, reading, and writing]

Summary of Qualification & Experience vis-à-vis the requirements as per Tender:

Requirements as per Tender	Possessed by the Staff Member	Break-up of experience	
		Brief Description of Project	Man-months provided

Certification by the Candidate:

I, the undersigned, (Name and Address) undertake that this CV correctly describes myself, my qualifications and my experience and Employer would be at liberty to debar me if any information given in the CV, in particular the Summary of Qualification & Experience viz-a-viz the requirements as per Tender is found incorrect. I further undertake that I have neither been debarred by IIMI or any other central/ state government/ Autonomous bodies/ organizations nor left any assignment with the consultants engaged by Employer / contracting firm (firm to be supervised now) for any continuing work of Employer without completing my assignment. I will be available for the entire duration of the current project (named.....). If I leave this assignment in the middle of the work, Employer would be at liberty to debar me from taking any assignment in any of the Employer works for an appropriate period of time to be decided by the Employer. I have no objection if my services are extended by the Employer for this work in future.

I further undertake that my CV is being proposed for this project by ----- (the applicant firm) and I have not given consent to any other consultant(s) to propose my CV for any position for this project.

I further undertake that if due to my inability to work on this project due to unavoidable circumstances, due to which consultant's firm is forced to seek replacement. In such unavoidable circumstances, I shall not undertake any employment in Employer projects during the period of assignment of this project and Employer shall consider my CV invalid till such time.

I undertake that I have no objection in uploading/hosting of my credentials by Employer in public domain.

For Key Personnel having intermittent inputs, add the following:

I further certify that I am associated with the following assignments as on date (as on 7 days prior to due date for submission of proposal) including those for which LOA has been received by the firm and the inputs in these assignments shall not affect the work of the current assignment.

Name of Assignment	Client	Date of LOA	Likely start (Month /Year)	Likely end (Month /Year)	Total input of the person (man months)

Note: CVs of Key Personnel having intermittent inputs will be considered only if the assignments on hand as on 7 days before due date of proposal including those for which LOA has been received from the Client or for which Consultant has been declared as H1 do not exceed 1 for Senior position, and Quantity Surveyor.

.....
 (Signature of Key Personnel)

Date.....
 (Day/Month/Year)

Certification by the firm

The undersigned on behalf of -----(name of consulting firm) certify that the qualification and experience details of Shri ----- (name of the proposed personnel and address) as described in the CV has been checked and found to be correct. It is also certified that Shri----- (name of proposed personnel) to the best of our knowledge has neither been debarred by IIMI or any other Central/State Government/ Autonomous organizations nor left his assignment with any other consulting firm engaged by the Employer/ Contracting firm(firm to be supervised now) for the ongoing projects. We understand that if the information about leaving the past assignment is known to the Employer, Employer would be at liberty to remove the Personnel from the present assignment and debar him for an appropriate period to be decided by the Employer.

.....
 [Signature of authorised representative of the Firm]
 (Day/Month/Year)

Date.....

Note:

- a) Personnel is to affix his recent photograph on first page of CV.
- b) Complete address and phone number of the Personnel is to be provided.
- c) Document for proof of age is to be enclosed.
- d) Document for proof of qualification is to be enclosed.
- e) Age of the personnel shall not be more than
- f) Experience Certificates from Employers to be attached.

Process of CV Evaluation:

Qualification and competence of following professional/sub-professional staff for the assignment shall be evaluated. The weightage for various key staff are as under:-

S.No.	Staff Position	Marks in case of Single Project of Equivalent value	Marks in case of 2 projects clubbed 50% of value
1	Team Leader	20	20
2	Project Manager	15	15
3	Assistant Project Manager	10	10
4	Site Engineer/Quantity Surveyor	10	2x5
5	Site Engineer/Quality control	10	2x5
6	Site Engineer/Safety	5	2x2.5
7	Site Engineer	5	2x2.5
	Total	75	75

Sub criteria for qualification of key Personnel (i.e. Professional staff)

General qualifications	25
Adequacy for the project	70
Employment with firm	5
Total	100

The technical proposal should score at least 75 marks to be considered responsive For financial evaluation.

**AFFIDAVIT FOR CORRECTIVENESS OF CV KEY PERSONNEL AND EXPERIENCE
CLAIMED BY THE FIRMS
(To be submitted on non-judicial stamp paper)**

I, the undersigned, on behalf of _____ (name of the Authority Engineer), in the capacity of _____ do hereby certify that the details furnished in this proposal including CV of key personnel and experience claimed by the firm/ firms are true and correct to the best of my knowledge.

**Managing Director/ Head of the
Firm/ Authorized representative of the firm
Address**

Format-3								
Finishing Schedule								
Sl. No.	Location	Flooring/ Skirting	Dado	Paint Finish	False Ceiling	Flooring U.D. Insulation	Tap Connection point/ W.B./ Urinal/ W.C.	Remarks

Format-4									
Finishing Schedule									
Sl. No.	Location	Interior Power Lighting (W/m ²)	No. of Fixture and their type	Wiring type	No. of fan and their sizes	Socket outlet- 5A/15A	Split A.C./ Window A.C.	Fire Fighting Alarm	Any Other Equipment

Format-4			
Door/ Window Schedule			
Sl. No.	Mark No.	Size	Technical Specification

Financial Bid

For

“Appointment of Authority Engineer for construction management of Group VIII Projects comprising of multistorey hostel blocks, academic building, faculty offices & apartments and other associated infrastructures at IIM Indore.”

Financial Bid is available on e- procurement website of MHRD having URL- <https://mhrd.euniwizarde.com>

Note:

1. The Financial Bid is to be filled through e-procurement portal namely e-Wizard through <https://mhrd.euniwizarde.com>
2. Any other mode of bid submission will not be accepted.

INDIAN INSTITUTE OF MANAGEMENT INDORE
Prabandh Shikhar, Rau-Pithampur Road, Indore - 453556 (M.P.), India

Tender No. IIMI/Project/04/2022/126 File No. 471

Name of work: "Appointment of Authority Engineer for construction management of Group VIII Projects comprising of multistorey hostel blocks, academic building, faculty offices & apartments and other associated infrastructures at IIM Indore.

Financial Bid

Name of the Firm					
Address of the Firm					
Phone/Mobile no.					
E-Mail ID					

Sl. No.	Description	Unit	Qty.	Consolidated Amount in Rs.	Total Amount in Rs.
1	Services of Authority Engineer for construction management of Group VIII Projects Comprising of multistorey hostel blocks, academic building, faculty offices & Apartments and other associated infrastructures at IIM Indore & other requisite as per the scope mentioned in chapter 6 & chapter 8 as well as other relevant sections/chapters of this RFP.	LS (Consolidated)	Services as Detailed in this RFP.		0.00
Total Consolidated Amount in Rs. (Excluding GST)					0.00

Note:-

- The Services Fee shall be for the total Scope of works as detailed in the RFP. The Bidders are required to quote a consolidated amount of fee quoted for the contract excluding GST. GST would be reimbursed, as applicable during execution of the contract.
- The Tax & levies shall be reimbursed/deducted as mentioned in clause no. 50 under Chapter 8 (Other Conditions).
- The price shall remain firm during the pendency of the contract.
- The fee payable will have no correlation with the projected estimated cost/tender cost/ preliminary estimated cost/actual cost/detailed estimated cost/ Cost at completion, whatsoever is there for Group-VIII Project but will solely be guided by the consolidated fee quoted for the contract, which shall be firm & fixed during the pendency of the contract.
- The Consultancy fees shall be deemed to include the cost of necessary subordinate staff and all other expenditures, which the Authority Engineer may incur in the course of carrying out the services agreed upon. The Authority Engineer shall not be entitled to any payment or remuneration, over and above the consolidated fees.
- All necessary statutory deductions as per laws of the Local Bodies / State Government / Government of India shall be affected from the bills payable to the Authority Engineer and No extra payment / claim will be entertained in this regard.
- In case of delay attributable to the Authority Engineer & there is an increase in GST rate then the reimbursement towards GST shall be restricted to the rate as prevailing during currency of the original contract.