



Er. H.P. Singh
Executive Engineer

ਪੰਜਾਬ ਟੈਕਨੀਕਲ ਯੂਨੀਵਰਸਿਟੀ ਜਲੰਧਰ

PTU PUNJAB
TECHNICAL
UNIVERSITY

Estd. Under Punjab Technical University Act, 1996
(Punjab Act No. 1 of 1997)

Ref. No. PTU/CC/230

Dated 22-03-2011

Sh. Chander Mohan,
House No. 202, Sector 36-A, Chandigarh.

Sh. S.L. Kaushal,
Advisor/Architecture,
2865, Sector 42-C, Chandigarh.

The Director,
Department of Technical Education and Industrial Training, Punjab,
Plot No. 1, Sector-36A, Chandigarh.

Dr. Nachatar Singh,
Advisor to VC and Dean (P&D),
Punjab Technical University, Jalandhar.

Sh. H.S. Bains,
Registrar, Punjab Technical University, Jalandhar.

**Sub : Construction of new campus of Punjab Technical University – 24th meeting of the
Standing Building Construction Committee.**

Dear Sir,

24th meeting of the Standing Building Construction Committee shall be held under the Chairmanship of Dr. R. S. Khandpur, Director General, PGSC at 11.30 hours on 01.04.2011 in his office at SCO 60-61, Sector 34-A, Chandigarh. Agenda and Agenda note for the meeting are enclosed.

You are requested to make it convenient to attend the meeting.

Thanking you

Yours Sincerely,

 22/03/11

(H. P. Singh)

Executive Engineer

Copy to : Dr. R. S. Khandpur, DG, PGSC, SCO 60-61, Sector 34-A, Chandigarh.

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Punjab Technical University Jalandhar

Kapurthala Campus : Jalandhar-Kapurthala Highway, Post Bag No. 01, Kapurthala.
Mobile : 9501109042 www.ptu.ac.in E-Mail : exepu@gmail.com

PUNJAB TECHNICAL UNIVERSITY, JALANDHAR

Sub : Agenda for the 24th meeting of the Standing Building Construction Committee.

- Item No. 24.1 : To confirm the Minutes of 23rd meeting of Standing Building Construction Committee held on 15.03.2011.
- Item No. 24.2 : Action taken on various items discussed during previous meetings of Standing Building Construction Committee.
- Item No. 24.3 : To finalize the tender documents for appointment of Architect for Architectural services for establishment of new Punjab Institute of Technology at Mansa, Ludhiana & Barnala, PTU's Regional campus at Mohali and other future works.
- Item No. 24.4 : Any other point with the permission of the Chair.

PUNJAB TECHNICAL UNIVERSITY, JALANDHAR

Sub: Agenda Note for the 24th meeting of the Standing Building Construction Committee.

Item No. 24.1 : To confirm the Minutes of 23rd meeting of Standing Building Construction Committee held on 15.03.2011.

The minutes of 23rd meeting of Standing Building Construction Committee held on 15.03.2011 were circulated on 17.03.2011. No comments have been received on the same, so far. These minutes are to be confirmed.

Item No. 24.2 : Action taken on various items discussed during previous meetings of Standing Building Construction Committee.

Action taken on various items discussed during previous meeting of Standing Building Construction Committee is as under:

- The press advertisement for recruitment of one Asstt. Executive Engineer (Civil) and two Asstt. Engineer (Civil) required for construction cell will be published alongwith press advertisement being published for other posts.
- It has been decided that nomination of committee for finalization of requirement of staff quarters and their specifications and finishes will be taken up after finalization of requirements and plans of other proposed campus at Main campus, Mansa and Mohali.
- The layout plans of the proposed building for establishment of Punjab Institute of Technology at University Campus, Kaputhala presented by the Architect in 23rd meeting were approved with minor modifications and Architect was advised to start the work on services. Further details will be discussed when these plans will be ready.
- The broad procedure to be adopted for appointment of Architect for Architectural services for establishment of new Punjab Institute of Technology at Mansa, Ludhiana & Barnala, PTU's Regional campus at Mohali and other future works was finalized. EE/PTU was advised to prepare draft tender document for the same for discussions and approval in the next meeting. The same is being discussed in this meeting.

Item No. 24.3 :

To finalize the tender documents for appointment of Architect for Architectural services for establishment of new Punjab Institute of Technology at Mansa, Ludhiana & Barnala, PTU's Regional campus at Mohali and other future works.

The broad procedure to be adopted for appointment of Architect for Architectural services for establishment of new Punjab Institute of Technology at Mansa, Ludhiana & Barnala, PTU's Regional campus at Mohali and other future works was finalized. EE/PTU was advised to prepare draft tender document for the same for discussions and approval in the next meeting. Draft tender document for this work has been prepared and is enclosed for kind perusal, discussions and approval of the committee.

Item No. 24.4 :

Any other point with the permission of the Chair.

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**PUNJAB TECHNICAL UNIVERSITY
JALANDHAR-KAPURTHALA HIGHWAY
(PUNJAB)
(Established By Punjab Government)**

NOTICE INVITING TENDER

- 1.0 Punjab Technical University, hereinafter referred as PTU or University invites tenders under 'Two Packet System' (Technical Bid – Un-priced & Financial Bid – Priced) on prescribed form from reputed Architects/Architectural firms of Indian origin having requisite experience and financial capability for the following work:-

S. No.	Name of Work	Earnest Money	Period of Retainer ship
1.	Providing comprehensive Architectural consultancy services for the proposed new campus and institutes at various locations in Punjab.	Rs. 50,000/-	5 Years

- 2.0 The tender document can be obtained from 10.00 AM to 04.00 PM on all working days from _____ to _____ from the office of 'The Registrar, Punjab Technical University, Jalandhar-Kapurthala Highway, Punjab on payment of Rs. 1000/- (Rupees One Thousand only) (non-refundable) in cash or demand draft/pay order drawn in favour of 'The Registrar, Punjab Technical University payable at Jalandhar towards the cost of one tender document. Tender document can also be downloaded from PTU's website www.ptu.ac.in and in such a case, the bidder shall deposit the cost of tender documents alongwith submission of the tender, failing which his tender shall not be opened. The cost of tender documents in this case shall be deposited in the form of demand draft/pay order and submitted in the envelope containing Earnest Money Deposit (EMD). The bidders are advised not to make any corrections, additions, alterations in the downloaded tender documents. In case, any corrections, additions, alterations are made in the downloaded tender documents, such tender shall not be considered.
- 3.0 The Earnest Money for an amount as specified above shall be deposited in the form of demand draft/pay order drawn in favour of 'The Registrar, Punjab Technical University payable at Jalandhar.
- 4.0 **Eligibility Criteria and Evaluation of Bids:**

Eligibility Criteria and procedure for evaluation of bids submitted by the bidders is forming part of the tender documents and is placed at Annexure-A to Notice Inviting Tender.

- 5.0 PTU may issue addendum(s)/corrigendum(s) to the tender documents. In such case, the addendum(s)/corrigendum(s) shall be issued and placed on PTU's website atleast seven days in advance of date fixed for opening of tender. The bidders must visit the website and ensure that such addendum(s)/corrigendum(s) (if any) is also downloaded by them. Such addendum(s)/corrigendum(s) (if any) shall also be submitted, duly stamped and signed, alongwith the submission of the tenders. Any tender submitted without addendum(s)/corrigendum(s) (if any) is liable to be rejected.
- 6.0 The tender documents shall be submitted in two separate sealed packets viz. Packet-I containing Technical Bid and Packet-II containing Financial Bid. Detailed credentials as per the requirement of eligibility criteria and all tender papers except Bill of Quantities are to be submitted in "Technical Bid". Bill of Quantities with rates duly filled in are to be submitted in "Financial Bid".
- 7.0 Completed tender documents in two packets viz. Packet-I and Packet-II shall be sealed separately in envelopes super-scribing as Packet-I (Technical Bid) and Packet-II (Financial Bid) along with the name of the work. These two sealed envelopes and the envelop (super-scribing "Earnest Money and cost of tender documents for the work" containing the Earnest Money and cost of tender documents) in the form as prescribed in the tender documents shall further be sealed in a larger envelope super-scribing the name of the work as stated above (alongwith date and time of opening of tenders) and should be deposited in the tender box at the following address:

THE REGISTRAR,
PUNJAB TECHNICAL UNIVERSITY
JALANDHAR-KAPURTHALA HIGHWAY
PUNJAB

- before 14.30 hours of _____. Tenders (Technical Bids only) shall be opened at 15:00 hours on the same day in the presence of the tenderers or their authorised representatives intending to attend the opening. After evaluation of the technical bids, the financial bids of only those agencies who fulfill the eligibility criteria specified in the tender documents shall be opened. The date, time and location for opening of financial bids of these shortlisted agencies will be intimated separately to enable intending agencies to attend and opening of financial bids. The decision of PTU regarding evaluation/fulfillment of eligibility criteria shall be final and binding. Any tender received later than the time and date of opening of Technical bids shall be rejected and returned to the tenderer unopened.
- 8.0 In case, the date of submission/opening of tenders happens to be holiday, the tenders shall be received/opened on the next working day.
- 9.0 Tender shall be submitted as per "Instructions For Filling The Tenders" forming a part of the tender document.

- 10.0 Any tender received without Earnest Money and/or the cost of tender document in the form as specified in tender documents shall not be considered and shall be summarily rejected.
- 11.0 PTU reserves the right to cancel the tenders or postpone the tender and to accept/reject any or all tenders without assigning any reasons thereof.
- 12.0 PTU reserves the right to split the total work in two or more parts and award the works to more than one agency.
- 13.0 Tenderers may note that they are liable to be disqualified at any time during tendering process in case any of the information furnished by them is not found to be true. EMD of such tenderer shall be forfeited. The decision of PTU in this regard shall be final and binding. Such bidder shall be debarred from bidding in case of re-invitation of the tenders.
- 14.0 The validity of the offer shall be 90 days after the date of opening of the tender. If any bidder withdraws his tender within the validity period or makes any modifications in terms and conditions of the tender and/or rates after submission of tender which are not acceptable to PTU or does not start the work within stipulated period from the date of issue of letter of acceptance, then PTU shall without prejudice to any other right or remedy, be at liberty to forfeit the earnest money deposited by the bidder. In case of forfeiture of EMD, the tenderer shall be debarred from bidding in case of re-invitation of the tenders.
- 15.0 The transfer of tender documents purchased by one intending tenderer to another tenderer is not admissible. Tenderer can submit tenders only on the documents purchased/downloaded from PTU's website.

Registrar
Punjab Technical University

ANNEXURE – A**ELIGIBILITY CRITERIA AND PROCEDURE FOR EVALUATION OF BIDS:****1.0 ELIGIBILITY CRITERIA :**

Architectural Firms or Proprietor of the firm must be registered with Architect Council of India. Tender submitted by the bidder not meeting this criteria will be out rightly rejected.

a) TECHNICAL EVALUATION:

The Criteria for evaluation of Technical proposal submitted by the agencies is under:

S. No.	Description	Maximum Marks
1	Details of similar works completed by the Architect during the last five years. Similar works means consultancy/Architectural services provided for establishment of educational university/college/campus or institute.	30
2	Details of in-house Design/proof checking facilities or credentials of associate consultants.	10
3	Master Planning of educational university/college/campus or institute done during last five years.	10
4	Average financial turnover for the last five years including for 2010-11 from consultancy/ Architectural services only.	10
5	Key Professionals qualifications and experience	10
6	Prizes and Competition won at National/ International level for similar projects.	10
Total		80

Notes :

1. The bidders are requested to submit:
 - i. Proof of registration of Architectural Firms or Proprietor of the firm with Architect Council of India.
 - ii. Performance certificates issued by Clients in support of the similar works completed by them in last five years. The certificates must indicate the completed cost and date of completion.
 - iii. In case of ongoing works, the value of works completed till 31.03.2011 will be treated as completed cost of the work and will be considered for evaluation.
 - iv. Performance certificates issued by Clients in respect of Master Planning of educational university/ college campus or institute done during last five years indicating the area.
 - v. Details of in-house facilities for Design/Proof checking of design alongwith staff deputed, infrastructure deployed, software's available for these facilities.
 - vi. Credentials/profile of associate consultants.
 - vii. Annual reports & profit and loss statements showing separate details in respect of consultancy/ Architectural services for the last five years.
 - viii. Key Professionals qualifications and experience details.
 - ix. Prizes and Competition won at National/International level for the similar projects alongwith documentary evidences.
2. The bidders may please note that their offers will be evaluated as per the documents submitted by them alongwith their tenders. However, PTU reserves the right to seek clarifications/additional documents after opening of the bids.
3. In case, the number of completed works will be less than three, sum of the completed works will be considered for evaluation.

The basis of marking/scores for various items listed under "Technical Evaluation" will be as under:

Item No. 1 : Details of Similar works completed:

Maximum three completed works of largest values shall be considered for evaluation. In case, sum of value of these three completed works is Rs. 150 Crores or more, full marks/scores will be given. Proportionate scores/marks will be given in case value of these three completed works is less than Rs. 150 Crores.

Item No. 2 : Details of in-house Design/proof checking facilities or credentials of associate consultants:

The rating of in-house Design/proof checking facilities or credentials of associate consultants available with the bidders will be done in terms of Excellent, Very Good, Good, Average, Poor and Nil. The scores/marks for this rating will be as under:

Excellent	-	10
Very Good	-	8
Good	-	6
Average	-	4
Poor	-	2
Nil	-	0.

Item No. 3 : Master Planning of educational university/ college campus or institute:

Maximum three completed works of Master Planning of largest areas shall be considered for evaluation. In case, sum of area for these three works for which Master planning is done is 200 Acres or more, full marks/scores will be given. Proportionate scores/marks will be given in case area of these three completed works is less than Rs. 200 Acres.

Item No. 4 : Average financial turnover for the last five years:

In case, average turnover for the last five years (including F.Y. 2010-11) is Rs. 100 lacs or more, full marks/scores will be given. Proportionate scores/marks will be given in case of less average turnover.

Item No. 5 : Key Professionals qualifications and experience:

The rating of Key Professionals qualifications and experience available with the bidders will be done in terms of Excellent, Very Good, Good, Average, Poor and Nil. The scores/marks for this rating will be as under:

Excellent	-	10
Very Good	-	8
Good	-	6
Average	-	4
Poor	-	2
Nil	-	0.

Item No. 6 : Prizes and Competition won for the similar projects:

Two scores/marks will be given for each prize or competition of minimum National level won by the Architect subject to maximum of 10 marks/scores.

2. PROCEDURE FOR EVALUATION OF BIDS:

The evaluation/marking of the bidders shall be done as per the above criteria. Bidders having scored minimum 65 marks (out of 80 marks) will be considered as technically qualified and shortlisted for opening of their Financial bids.

After opening of Financial bids of technically qualified bidders, the overall score of the Architect (Technical and Financial) will be calculated as under:

The marks obtained in Technical bid evaluation will be treated as Technical scores (S_T) and whereas, financial scores (S_F) will be calculated as under:

$$S_F = 100 \times \frac{F_m}{F}$$

F_m - Lowest bid received.

F - Price quoted by the bidder under consideration.

Following weightage will be considered for working out the overall scores:

Weightage for Technical scores : 0.80

Weightage for Financial scores : 0.20

The overall scores (S_o) of the bidders shall be calculated as under:

$$S_o = 0.80 \times S_T + 0.20 \times S_F$$

The firm/Architect achieving the highest overall scores will be considered for award of work/negotiations.

INSTRUCTIONS FOR FILLING THE TENDER

1. The following documents will complete one set of tender documents :

Part I (Technical bid):

- Notice Inviting Tender
- Instructions for filling the tender
- Conditions to the contract

Part II (Financial bid):

- Price Bid

The tender documents shall form part of the agreement to be signed with the successful bidder.

2. A bidder in the capacity of Individual or Sole Proprietor, Partnership firm, or Company can participate in the tender and the bidder must forward attested copies of the constitution of its firm such as partnership deed, Memorandum & Articles of Association, etc. along with photocopy copy of the Power of Attorney duly attested by Notary Public. However, original power of attorney shall be presented for scrutiny as and when required by the employer.
3. The work is proposed to be executed under the following relationship.

a) Client/Employer	Punjab Technical University, Jalandhar-Kapurthala Road, Punjab.
b) Engineer/Engineer In Charge	Engineer authorized by Client/ Employer to act on his behalf for the purpose of operating this contract.
c) Architect	The successful tenderer to whom the work is awarded shall become the Architect for this work.
4. Throughout these bidding documents, the terms "bid" and "tender" and their derivatives ("bidder"/ "tenderer"), "bid/tendered", "bidding"/ "tendering", etc.) are synonymous. Day means calendar day. Singular also means plural.
5. Tenderer may carefully note that they are liable to be disqualified at any time during tendering process in case any of the information furnished by them is not found to be true. In addition the EMD of such tenderer shall be forfeited. The decision of Employer in this respect shall be final and binding.

6. A bidder shall submit only one bid in the capacity of an Individual or Sole Proprietor, Partnership firm, or Company. Violation of this condition is liable to disqualify the tenders in which such bidder has participated and EMD of all such tenderers shall stand forfeited.
7. The bidder shall bear all costs associated with the preparation and submission of the bid and the Employer will in no case be responsible or liable for these costs regardless of the conduct or the outcome of the bidding process.
8. The bidder is expected to examine all instructions, terms, conditions, forms, specifications and other information in the bidding documents. Failure to furnish all information required by the bidding documents or submission of a bid not substantially responsive to the bidding documents in every respect will be at the bidders' risk and may result in rejection of his bid.
9. The bidder must obtain for itself on its own responsibility and its own cost all the information including risks, contingencies & other circumstances in execution of the work. It shall also carefully read and understand all its obligations & liabilities given in tender documents.
10. At any time prior to the deadline for submission of bids, Employer may for any reason whether at its own initiative or in response to any request by any prospective bidder amend the bidding documents by issuing Corrigendum, which shall be part of the Tender documents.
11. The bid prepared by the bidder and all documents related to the bid shall be written in English.
12. All the pages of the tender documents and Bill of Quantities submitted by tenderer shall be signed and stamped by the tenderer or his representative holding the Power of Attorney.
13. While filling up the rates in the Bill of Quantities, tenderer shall ensure that there is no discrepancy in the rates mentioned in figures and words. In case of any discrepancy, the unit rate mentioned in the words shall be taken as final and binding.
14. The tenderer must fill and submit the prices as per instructions given in Bill of Quantities. He shall not make any addition or alteration in the tender documents. The requisite details should be filled in by the tenderer wherever required in the documents. Incomplete tender or tender not submitted as per instructions is liable to be rejected.
15. The tenderer should clearly read and understand all the terms and conditions, specifications etc. mentioned in the original tender documents. If the tenderer has any observations or he intends to stipulate some deviations to the tender conditions the same may be indicated in his forwarding letter along with the tender. It may be noted that the cost of deviation(s) shall be added to the quoted cost for the purpose of evaluation of the bid.

16. Tenderers are advised not to make any corrections, additions or alterations in the original tender documents. If tenderer makes any correction in his own entries the same shall be initialed and stamped by him.
17. The Earnest Money of the unsuccessful tenderers shall be discharged and returned within seven days from the date of issue of Letter of Acceptance. The Earnest Money Deposit of the successful tenderer shall be returned after signing of the agreement and start of work by the successful bidder.
18. The tender shall remain valid for the period of 90 days, as indicated in "Notice Inviting Tender" after the date of the opening of the tender. If the Tenderer gives validity period less than that fixed/prescribed by Employer, the tender shall be liable to be rejected. Notwithstanding the above clause, Employer may solicit the tenderer's consent to an extension of the validity period of the tender. The request and the response shall be made in writing.
19. The tender duly filled must be received by Employer at the addresses specified not later than the date and time mentioned in the "Notice Inviting Tender". A tender received later than the deadline prescribed for submission of tender by Employer is liable to be rejected. Tenders brought to the office of Employer later than the deadline prescribed but before the opening time mentioned in the bidding document shall be declared as delayed tenders and may be considered by Employer and decided on its merits. The decision of the Employer shall be final and binding. Any tender received after opening of the tender shall be rejected and returned unopened to the tenderer.
20. The tenders shall be submitted on or before the due date and time with all the relevant documents as mentioned in Notice Inviting Tender and the following:
 - a) Forwarding letter (if any) of the tenderer alongwith tender Document.
 - b) Documents as per the requirements.
 - c) Earnest Money Deposit & cost of tender document.
 - d) The Bill of Quantities with prices quoted.
21. Tenders will be opened at the addresses mentioned in "Notice Inviting Tender" in presence of tenderers or authorised representatives of tenderers who wish to attend the opening of tenders. Tenderers or their authorised representatives who are present shall sign register in evidence of their attendance. Tenderer's name, presence or absence of requisite Earnest Money, total cost of work quoted or any other details as Employer may consider appropriate will be announced and recorded at the time of bid opening.

22. To assist the examination, evaluation and comparison of the tenders, Employer may at his discretion ask the tenderers for any clarifications as considered essential. All such correspondence shall be in writing and no change in price or substance of the tender shall be sought or permitted. The above clarification for submission of the details shall form part of the tender and shall be binding on tenderer.
23. The Employer shall examine the bids to determine whether they are complete, whether any computational errors have been made, whether the documents have been properly signed and whether the bids are generally in order.
24. Prior to the detailed evaluation, Employer shall determine whether each bid is of acceptable quality, is generally complete and is substantially responsive to the bidding documents. For purposes of this determination, a substantially responsive bid is one that conforms to all the terms, conditions and specifications of the bidding documents without material deviations, objections, conditionality or reservation. A material deviation, objections, conditionality or reservation is one;
 - i) That affects in any substantial way the scope, quality or performance of the contract.
 - ii) that limits in any substantial way, inconsistent with the bidding documents, the Employers' rights or the successful Bidder's obligations under the contracts; or
 - iii) Whose rectification would unfairly affect the competitive position of other Bidders who are presenting substantially responsive bids.

If a bid is not substantially responsive, it shall be rejected by the Employer.

25. In case of tenders containing any conditions or deviations or reservations about contents of tender document, Employer may ask for withdrawal of such conditions/deviations/reservations. If the tenderer does not withdraw such conditions/deviations/ reservations, the tender shall be treated as non responsive. Employer's decision regarding responsiveness or non-responsiveness of a tender shall be final and binding.
26. Tenders, bids, which are determined as substantially responsive, shall be evaluated. The tenderer must submit all necessary authentic data with necessary supporting certificates of the various items of evaluation criteria.

27. The Employer/Engineer reserves the right to negotiate the offer submitted by the tenderer to withdraw certain conditions or to bring down the rates to a reasonable level. The tenderer must note that during negotiations of rates of items of BOQ can only be reduced and not increased by the tenderer. In case the tenderer introduces any new condition or increases rates of any item of BOQ, his negotiated offer is liable to be rejected and the original offer shall remain valid and binding on him. The tenderer should clearly read and understand all the terms and conditions, specifications etc. mentioned in the original tender documents. If the tenderer has any observations or he intends to stipulate some deviations to the tender conditions the same may be indicated in his forwarding letter along with the tender. It may be noted that the cost of deviation(s) shall be added to the quoted cost for the purpose of evaluation of the bid.
28. No tenderer is permitted to canvass to Employer on any matter relating to this tender. Any tenderer found doing so may be disqualified and his bid may be rejected.
29. Employer/Engineer reserves the right to accept, split, divide, negotiate, cancel or reject any tender or to annul and reject all tenders at any time prior to the award of the contract without incurring any liability to the affected tenderers or any obligation to inform affected tenderer, the grounds of such action.
30. If the tenderer, as individual or as a partner of partnership firm, expires after the submission of his tender but before award of work, the Employer/Engineer shall deem such tender as invalid.
31. Employer/Engineer shall notify the successful tenderer in writing by a Registered Letter/Courier/Speed Post or per bearer that his tender has been accepted.

CHECK LIST FOR

LIST OF DOCUMENTS TO BE ATTACHED WITH THE TENDER

- 1.0 Documents as indicated in the Eligibility Criteria (Annexure-A of NIT).
- 2.0 Earnest Money Deposit of requisite amount in prescribed as per NIT.
- 3.0 Original Power of Attorney of the person signing the tender documents or photocopy duly attested by Notary Public.
- 4.0 Demand Draft / Pay Order towards the cost of tender documents in case tender documents are downloaded from PTU's web site.
- 5.0 Complete Tender Document (Packet-I) duly stamped and signed by the bidders on each page.
- 6.0 Financial Bid (Packet-II) with rates duly filled in, stamped and signed on each page by the bidders.
- 7.0 Corrigendum (s), if any, duly stamped and signed by the bidders on each page.

CONDITIONS OF CONTRACT

1.0 DEFINITIONS

In the Contract, as herein after defined, the following word expressions shall have the meanings hereby assigned to them, except where the context requires otherwise.

- a) **"Client or Principal Employer or Employer or Owner"** means the Punjab Technical University, Jalandhar-Kapurthala Road, Punjab.
- b) **"The Vice Chancellor (VC)"** means the Vice Chancellor of Punjab Technical University.
- c) **"The Registrar"** means the Registrar of Punjab Technical University.
- d) **"Engineer or Engineer in Charge"** means the person/Agency appointed by Punjab Technical University for operation of this contract.
- e) **"Engineer's Representative"** means any official nominated from time to time by the Engineer to act on his behalf.
- f) **"Architect"** means the individual, firm, Company, Corporation who enters into the Contract with the Employer/Engineer, and shall include its heirs, executors, administrators, successors, legal representatives, as the case may be.
- g) **"Architect's Representative"** shall mean the person responsible for execution of the contract who shall be so declared by the Architect and who shall be authorised under a duly executed power of attorney.
- h) **"Consultant"** means the individual, firm, Company, Corporation, Joint Venture or Consortium, having direct Contract with the Architect and to whom any part of the work has been sublet by the Architect and shall include his heirs, his executors, administrators, successors, legal representatives, as the case may be.
- i) **"Tenderer or Bidder"** means the individual, firm, Company, Corporation submitting a bid/tender.
- j) **"Contract"** shall mean and include the Agreement or Letter of Acceptance, the accepted Bill of Quantities and Rates, the Conditions of Contract, Instructions to the Tenderers and other Tender Documents.

- k) **"Tender or Bid"** means the offer (Technical and/or Financial) made by individual, firm, Company, corporation for the execution of the works.
- l) **"Approval or Approved"** means approval in writing including subsequent written confirmation of previous verbal approval.
- m) **"Letter of Acceptance"** means the letter from the Employer or the Engineer to the Architect, conveying acceptance of the Tender.
- n) **"Month"** means the Gregorian calendar month.
- o) **"Day"** means the calendar day.
- p) **"Time"** expressed by hours of the clock shall be according to the Indian Standard time.
- q) **"Tender Date"** means closing date fixed for receipt of tenders as per notice inviting tender or extended by subsequent notification.
- r) **"Rupees"** (or Rs. in abbreviation) shall mean Rupees in Indian currency.

2.0 HEADING AND MARGINAL NOTES

- 2.1 The top heading and marginal notes given in the tender or Contract documents are solely for the purpose of facilitating reference and shall not be deemed to be part thereof and shall not be taken into consideration in the interpretation or consideration thereof.

2.2 Notices, consents, Approvals, Certificates and Determination.

Wherever in the Contract provision is made for giving or issue of any notice, consent, approval certificate or determination, it shall be in writing and the words notify, certify or determine shall be construed accordingly.

3.0 SINGULAR, PLURAL AND GENERAL

Words importing the singular only also include the plural and vice versa where the context requires. Similarly, words importing masculine gender also include the feminine gender.

4.0 COMMUNICATION AND LANGUAGE OF CONTRACT

4.1 Communication to be in writing

All notices, communications, references and complaints by either party to the Contract shall be in writing in English, Punjabi or Hindi. Communication from only authorised representative of the Architect shall be entertained.

4.2 Language of Contract

The Contract document shall be drawn up in English.

5.0 LAWS GOVERNING THE CONTRACT

The Contract shall be governed by the laws in force in India.

6.0 Scope of Work:

1;

Punjab Technical University is in the process of establishing Punjab Institute of Technology at Mansa, Ludhiana & Barnala and PTU's Regional Campus at Mohali. The tentative cost of construction for these institutes will be Rs. 120 Crores. Additionally, PTU has plans to establish more Institutes/Campuses at various locations in Punjab. The Architect appointed through this process with retained as Architect for a period of five years from the date of issue of letter of acceptance for providing Architectural services for all these works and future works. This period is extendable for a further period of five years on mutual consent.

The Architect after taking necessary instructions from PTU will render the following services for all the Institutes and Campus separately:

- i. Architectural Design including structural design for all the proposed buildings/structures/services etc.
- ii. Taking Environmental Clearances from the concerned authorities/departments for taking up the project/work. Fee payable to the concerned authorities/ departments for clearances shall be borne by PTU.
- iii. Getting approval of master plans/layout drawings from the concerned authorities/departments. Fee payable to the concerned authorities/departments for clearances shall be borne by PTU.
- iv. Sanitary, plumbing, drainage, water supply and sewerage designs.
- v. Electrical, electronics, communication system design.
- vi. Heating, Ventilation and air conditioning (HVAC) and other mechanical systems design.

- vii. Elevators/escalators etc.
- viii. Fire detection, fire protection and security systems etc.
- ix. Periodic inspection and evaluation of construction works.
- x. Use of Non conventional sources of energy.
- xi. Innovation latest technologies with cost optimization.
- xii. Rain water harvesting
- xiii. Recycling of waste water.
- xiv. Solid waste management
- xv. Tender for construction
- xvi. Roads and landscape Architecture.

The entire scope of work under this contract will be executed in following five stages. The details of the works executed by the Architect are described in these stages:

1. Stage I : Master Plan Design:

- a) Survey of the area/land by using total stations and prepare a plan of the area. The layout drawings of the proposed buildings, structures etc. shall be prepared by the Architect based upon this survey. While doing survey, Bench Mark Points (BMP) at some locations will be marked at site for using the same during execution of works. The Architect shall also prepare details of existing services/ hindrances such as poles, electric lines, buildings, underground pipes, trees etc. in the area/land and suggest remedial measures for shifting/removal of the same. The shifting/removal of these services will be done by PTU at its own cost.
- b) Planning and development of Master layout plan for the entire complex. This layout plan will show layout of all proposed buildings, open spaces, parking, roads, landscaping, parks, green belts, water tanks, sub-station, Sewerage Treatment Plant, external services etc.
- c) Getting the above Master Layout Plan approved from PTU or from a committee nominated by PTU for this purpose. In case, any suggestions, modifications are suggested by PTU or committee nominated by PTU for this purpose, the same will be incorporated by the Architect and Master Layout Plan will be got approved.

- d) Based upon master plan approved by PTU, the Architect shall submit a model of the campus/institutes and the same will remain the property of PTU. The scale and type of model to be made will be got approved by the Architect from PTU.
- e) The detailed design/drawings etc. shall be taken up by the Architect after approval of Master Layout Plan by PTU.

2. Stage II : Architectural Design Services : Preliminary Design and Drawings:

- a) Geo-technical investigation, as required.
- b) Ascertain PTU's requirements, examine site constraints and potential and prepare a design brief for approval.
- c) Submit analysis impact of the proposed development/ construction on the existing services/environment.
- d) Prepare concept design with reference to the requirements given and checking its feasibility along with allied services.
- e) Taking Environmental Clearances from the concerned authorities/ departments for taking up the project/work. Fee payable to the concerned authorities/ departments for clearances shall be borne by PTU.
- f) Getting approval of master plans/layout drawings from the concerned authorities/departments. Fee payable to the concerned authorities/ departments for clearances shall be borne by PTU.
- g) Prepare drawings showing all floor plans, sections, elevations etc. for all proposed buildings (phase-wise as required) sufficiently to explain the scheme/design.
- h) Obtain approval of all the proposals/schemes, designs and drawings from PTU after incorporating PTU's suggestions and modifications.
- i) Prepare estimates of all the works on the basis of Plinth Area Rate of CPWD adjusted relevant to site location. Estimate for the components not covered in CPWD Plinth area rates, will be prepared on the basis of latest DSR (Delhi Schedule of Rates). While the components not covered in CPWD and DSR, the prevailing market rates may be adopted.
- j) Get approval of the above estimate from PTU.

3. Stage III : Architectural Design Services : Working Drawings:

- a) Prepare detailed working drawings related to construction of each building, which include complete architectural, structural and service drawings covering electrical installation, HVAC, fire detection and fire fighting, internal water supply, sanitary installation, communications, waste and rain water pipes, man holes, schedule and details of doors and windows, staircase, railings etc. as per requirements.
- b) Prepare detailed working drawings of all services including water supply, water tanks, drainage, sewerage, electrical communications, HVAC, fire detection and fire protection, fire tank, solid waste management, rain water harvesting, Sewerage Treatment Plants, Water softening plants, recycling of waste water, irrigation system, use of solar energy, landscape, surface drainage, water management, open spaces, roads, parking, hard and soft spaces, boundary walls, gates and fences, landscape structures, water bodies, garden furniture, illumination design and other services, etc., as required by PTU.
- c) Prepare specifications and schedule of quantities in respect of all the components mentioned above.
- d) Prepare detailed estimates of cost and tender documents and covering aspects like mode of measurements, method of payments, quality control procedures on materials and works and other conditions of contract.
- e) Prepare detailed specifications and analysis of rates for all non Delhi Schedule of rates items proposed to be included in the estimate.
- f) Prepare detailed cost estimates and getting the same approved from PTU.
- g) Submit supporting design calculations of the structural design/drawings for approval of PTU.
- h) Getting design/drawings of important structures/services proof checked/ vetted from proof consultants, appointed by PTU. Fee for proof checking/verting of design/drawings shall be borne by PTU.
- i) Prepare and submit to PTU schedule of quantities supported with measurement sheets for all the works, their specifications and other relevant details and tender documents for invitation of tenders. The tenders shall be invited by PTU.
- j) Analyze and evaluate the tenders and make recommendations in respect of selection of Contractor, as and when required.

4. Stage IV : Architectural Design Services : Construction

- a) Prepare and issue working drawings and details for proper execution of works during construction, as required or asked by PTU.
- b) Check and approve design/shop drawings submitted by the Contractor/ Vendor in terms of contract executed with them.
- c) Render advice on the suitability of various samples of materials and components, if asked by PTU.
- d) Visit site of work, at intervals to be decided by PTU from time to time to supervise the works, clarify any decision, offer interpretation of the drawings/specifications, attend conferences/meetings to ensure that projects proceeds in accordance with the approved drawings/ specifications and keep PTU informed and render advice on any issue related with construction of project, wherever necessary or asked by PTU.
- e) Certification of bills by the Architect if asked by PTU.
- f) Issue certificate of Virtual completion of works.
- g) Working out the requirements of power supply and assisting PTU in getting power connection from the concerned department.

5. Stage V : Architectural Design Services : Completion

- a) Prepare and submit completion reports and as built drawings for the project. In case, the project is executed in phases, completion reports and as built drawings shall be submitted in phases.
- b) The Architect shall submit two sets of completion reports and as built drawings including services and structures in hard copies and one soft copy.
- c) Assist university in obtaining "Completion/Occupancy Certificate from the statutory authority, wherever required.
- d) The Architect shall also prepare an integrated layout plan of the campus/institute showing all the services as finally laid.
- e) The Architect shall provide technical data for obtaining all service connections from various civic authorities.

7.0 PAYMENT SCHEDULE:

The Architect shall be paid professional fee for designing and preparation of Master Plan in the following manner:

7.1 Item No. 1 of BOQ (Stage I of scope of work) :

The total fee payable to the Architect for designing and preparation of Master Plan will be worked out by multiplying the area of the institute/campus (in acres) for which payment is proposed to be made and the rate (per acre) accepted by PTU for this item. The payment for this item will be made in following stages:

Stage I :	
On completion of site survey, submission of concept design showing all proposed buildings, open spaces, parking, roads, landscaping, parks, green belts, water tanks, sub-station, Sewerage Treatment Plant, external services etc.	40% of the total fee payable
Stage II :	
On approval of Master Plan by PTU and submission of final master plan and model to PTU.	80% of the total fee payable less payment already made for this item.
Stage III :	
On approval of Master Plan by PTU and submission of final master plan and model to PTU and completion of all the activities defined under Stage I of scope of work.	100% of the total fee payable less payment already made for this item.

7.2 Item No. 2 of BOQ (Stage II to V of scope of work):

The total fee payable to the Architect for Architectural Design Services will be worked out by multiplying the rate accepted by PTU (%age) and cost of the work/project under consideration. In case, PTU plans to execute the works/projects in phases, the payment to the Architect shall be made in phases based upon the progress.

The payment for this item will be made in following stages:

Stage I :	
On completion of preliminary design duly incorporating PTU's requirements and submission of the same to PTU and submission of preliminary cost estimates (Rough cost estimates).	15% of the total fee payable
Stage II :	
On approval of Preliminary design/drawings by PTU and submission of the same to PTU.	25% of the total fee payable less payment already made for this item.
Stage III :	
On completion of all the activities defined under Stage II of scope of work.	30% of the total fee payable less payment already made for this item.
Stage IV :	
On submission of tender drawings, specifications, schedule of quantities, detailed estimates, documents sufficient for PTU to invite tenders.	45% of the total fee payable less payment already made for this item.
Stage V :	
On award of contract to the successful bidder by PTU.	50% of the total fee payable less payment already made for this item.
Stage VI :	
On completion of all the activities defined under Stage III of scope of work.	60% of the total fee payable less payment already made for this item.

Stage VII :	
a) On submitting of working drawings and details required for commencement of work at site.	70% of the total fee payable less payment already made for this item.
b) On completion of 25% of the work.	75% of the total fee payable less payment already made for this item.
c) On completion of 50% of the work.	80% of the total fee payable less payment already made for this item.
d) On completion of 75% of the work.	85% of the total fee payable less payment already made for this item.
e) On virtual completion of the work and completion of all the activities defined under Stage IV of scope of work.	90% of the total fee payable less payment already made for this item.
Stage VIII :	
On submission of completion report, As built drawings as defined under stage V of scope of work.	95% of the total fee payable less payment already made for this item.
Stage IX :	
On completion of complete scope of work i.e. All the stages of scope of work and finalization of bills of the contractors and vendors.	100% of the total fee payable less payment already made for this item.

- 7.3 The final fee payable to the Architect against item No. 2 shall be computed on the actual cost of works on completion. However, for stage payments, following costs will be taken for working out the payments:

Payment Stages	Cost to be taken
Stage I, II and III :	Preliminary cost estimates (Rough cost estimates)
Stage IV :	Lower of Preliminary cost estimates or Detailed cost estimates
Stage V to VII :	Lowest of Preliminary cost estimates or Detailed cost estimates or Accepted Tender Cost
Stage VIII & IX :	Actual completed cost

No deduction on account of penalty, liquidated damages, part payments, amount withheld/deducted from payments of the contractors shall be made from the cost for working out the fee payable to the Architect.

- 7.4 The actual cost of the completed work (even if they are similar in nature) shall include cost of execution of assigned works referred to in scope of work and cost of equipment and machinery such as transformers, diesel generating sets, substations, lifts, air-conditioning machines, pumps and motors, water/sewage plants etc. but excluding the cost of land. The fee paid to various departments for some approvals or for getting some connections/services shall also be excluded from the costs.
- 7.5 Progressive on account payment shall be made by PTU to the Architect against any of the above stages based on the quantum of work done during that stage as mutually agreed by PTU and Architect. In case, part of the work included in a particular stage is not completed and whereas the work of subsequent stage is completed and some fee becomes payable for the works executed in the subsequent stage, the payment for the subsequent stage will be made. Payment against the previous stage shall be made, as and when, the same will become payable.
- 7.6 Any tax levied/increase in the existing taxes by law from time to time during the currency of the contract contingent to the professional services rendered by the Architect, shall be paid by PTU in addition to the fee payable by PTU.
- 7.7 In addition to the fee payable under the preceding clauses, PTU will reimburse the Architect towards actual expenses of the following:
- a) For travel to be undertaken beyond five visits per campus/institute by Architects, his staff and consultants, payment shall be made as under:

Actual fare subject to maximum of 1st class AC fare/Air fare by economy class from city of Architects and their consultants office to PTU campus, location of campus/institute or to any other place for PTU works as the case may be or as per actual if travelled by taxi.
 - b) Boarding and Lodging charges limited to 3 star hotel.
 - c) Local transport both in city of Architects, Consultants or any other city, as the case may be.
 - d) Per diem per person will be paid @ Rs. 750/- per day of senior staff and @ Rs. 500/- per day for the other staff.

8.0 CONTRACT AGREEMENT

The successful Architect shall enter into and execute the Contract agreement in the form of agreement within 30 days from the date of issue of Letter of Acceptance. The stamp papers of the requisite value as per the prevailing laws shall be provided by the Architect at his own cost. Original agreement shall be retained by the Employer/Engineer and a certified copy shall be made available to the Architect.

9.0 UNIVERSITY'S ROLE AND RESPONSIBILITIES:

The University shall discharge all its obligations connected with the project and engagement of the Architect as follows:

- i. To provide detailed requirements of the project.
- ii. To provide site plan (if available) of land, details of available land.
- iii. To pay all the fees, levies, security deposits in respect of statutory sanctions, if any.
- iv. To pay Architect's bill within 21 days of its submission.
- v. To nominate an officer for operation of the contract.

10.0 EXECUTION OF THE ASSIGNMENT:

- i. The Architect shall keep university informed about the progress of the work.
- ii. The Architect shall appoint specialized consultants for execution of the works included in Architect's scope of work.
- iii. The Architect, if requested by PTU shall make available the design calculations.
- iv. All the stages of the work shall be completed by the Architect as per the requirements of PTU.
- v. The Architect shall supply to the University, free of cost, six sets of drawings at different stages. Any additional sets requested by the University shall be paid for on actual cost of reproduction basis.
- vi. The Architect shall not make any deviations, alteration or omissions from approved drawings, involving financial implications without prior consent of the University.
- vii. The Architect shall exercise all reasonable skill, care and diligence in the discharge of his duties and exercise such general superintendence and inspection as may be necessary to ensure that works are structurally sound and are being executed in accordance with the approved drawings and specifications.

11.0 TIME SCHEDULE:

The Architect, in consultation with the University, prepare a time schedule in respect of various services to be rendered under the contract. The Architect shall work according to the priorities defined by the University.

12.0 LIABILITY OF THE ARCHITECT:

The Architect's liability shall be limited to a maximum of two years after issue of completion/occupancy certificate. If the works are executed in phases, the liability of Architect will be for a period of maximum two years after issue of completion/occupancy certificate for a particular phase/building.

13.0 INDEMINIFICATION:

In the event that a claim or suit is brought against the Architect by any third party for damages arising from personal injury or property damage caused wholly by the University, then the University shall indemnify the Architect fully and vice versa in the event that a claim or suit is brought against the University by any third party for damages arising from personal injury or property damage caused wholly by the Architect, then the Architect shall indemnify the University fully.

14.0 OWNERSHIP OF COPYRIGHT:

Architectural design is an intellectual property of the Architect. The drawings, specifications, documents and models as instruments of service are the property of the Architect, whether the project, for which they are made is executed or not. The University shall retain drawings, specifications, documents and models for its information and use the same for the project. These shall not be used by the University for any other project unless repetition of the same is agreed by the Architect.

15.0 The Architect shall maintain absolute security with regard to all the matters that comes to his knowledge by virtue of this contract or otherwise.

16.0 TERMINATION OF CONTRACT

Conditions leading to termination of contract

- i) If the Architect
 - 1. becomes bankrupt or insolvent, or,
 - 2. makes arrangements with or assignment in favour of his creditor, or agrees to carry out the contract under a committee of inspection of his creditors or

3. being a company or corporation goes into liquidation by a resolution passed by the Board of Directors/ General Body of the share-holders or as a result of court order (other than voluntary liquidation for the purpose of amalgamation or reconstruction); or
4. has execution levied on his goods or property or the works, or
5. assigns or sublets whole of the contract without taking permission from Client or
6. abandons the contract, or
7. persistently disregards instructions of the Engineer or contravenes any provisions of the contract, or
8. fails to adhere to the agreed programme of work or is unlikely to complete the whole work or part thereof within time because of poor record of progress; or
9. suppresses or gives wrong information while submitting the tender.

In any such case the Engineer on behalf of the Employer may serve the Architect with a notice in writing to that effect and if the Architect does not, within 7 days after delivery to him of such notice, proceed to make good his default in so far as the same is capable of being made good, and carry on the work or comply with such instructions as aforesaid to the entire satisfaction of the Engineer, the Employer shall be entitled after giving 48 hours notice in writing to terminate the contract, as a whole or in part or parts (as may be specified in such notice).

In cases of termination of contract, the Employer/Engineer shall be entitled to engage another Architect for the works.

17.0 FORE-CLOSURE OF CONTRACT:

The Employer/Engineer shall be entitled to fore-close the contract, at any time, should, in the Employer/Engineer's opinion, the cessation of works becomes necessary, owing to paucity of funds or due to court orders or from any other cause whatsoever. Notice in writing from the Employer/Engineer of such closure and reasons therefore, shall be conclusive evidence thereof.

The Architect shall have no claim to any payment of compensation or otherwise, on account of any profit or advantage which he might have derived from the execution of the contract in full but which he could not in consequence of fore-closure of contract under this clause.

18.0 MODIFICATIONS TO SCOPE OF WORKS

The Engineer shall be competent to order in writing to enlarge or extend, diminish or reduce the scope of works or make any alterations in their character.

The enlargement, extension, diminution, reduction, alterations or additions, referred to above shall in no way affect the validity of the contract, but shall be performed by the Architect as provided therein and be subject to the same conditions, stipulations, obligations and rates as if they had been originally and expressly included and provided in the contract.

In case of reduction in work, the Architect shall be entitled to the payment on a pro-rata basis for the work done, submitted and got approved by them upon the time of such modifications.

19.0 SETTLEMENT OF DISPUTES

Any difference, disputes, Controversy or claim which may arise between the parties hereto of or in relation to or in connection with this agreement or as to their rights, duties or liabilities hereunder other than a dispute for which provision is specifically made in this agreement, shall be settled by the parties by mutual negotiations and agreement. If for any reason such dispute can not be resolved amicably by the parties hereto within sixty days of dispute being notified by one party or other, the same can be settled by way of Arbitration proceedings by a Sole Arbitrator appointed by Vice Chancellor. The arbitration proceedings shall be in accordance with the Arbitration and Reconciliation Act 1996 or any subsequent enactment or amendment thereto. The language of the arbitration and the award shall be English.

During the pendency of arbitration proceedings, the Architect shall not stop working. The Architect shall endeavor to finish the work within stipulated time.

FORM OF AGREEMENT

This contract Agreement is made on the _____ day of _____ BETWEEN Punjab Technical University, Jalandhar, hereinafter called "the PTU (which expression shall, wherever the context so demands or requires includes their successors and assignee) of the one part AND _____, hereinafter called "the Architect" (which expression shall, wherever the context so demands or requires include his/their legal successor and assignee) of the other part.

WHEREAS

The PTU is desirous that "Providing comprehensive Architectural consultancy services for the proposed new campus and institutes at various locations in Punjab." be executed as mentioned, enumerated or referred to in the Tender Documents.

The Architect has understood the nature and magnitude of the work specified in the Tender Documents and has satisfied himself by careful examination before submitting his tender as to the nature of work and obtained complete information as to the matters and things referred to or implied in the Tender Document or having any connection therewith, and has considered the nature and extent of all probable and possible situations and has examined and considered all other matters, conditions and things and probable and possible contingencies, and generally all matters incidental thereto and auxiliary thereof affecting the execution and completion of work as per the terms and conditions of the contract and which might have influenced him in making his bid.

ANDWHEREAS

The PTU has accepted the tender of M/s _____ for Providing comprehensive Architectural consultancy services for the proposed new campus and institutes at various locations in Punjab for a period of five years on retainer ship basis vide letter No. _____ dated _____ at the rates as stated in Bill of Quantities for the work accepted by PTU upon the terms and conditions of the contract.

NOW THIS AGREEMENT WITNESSETH AND IT IS HEREBY AGREED AND DECLARED AS FOLLOWS

The following documents in conjunctions with addendum/corrigendum to Tender Documents (If any) shall be deemed to form and be read and construed as part of the Agreement, Viz.

- (a) This contract agreement.
- (b) Letter of Award of work
- (c) Tender document
- (d) Any other reference made in this regard.

1. In this agreement words and expressions shall have the same meaning as are respectively assigned to them in the condition of contract hereinafter referred to.
2. The work shall be strictly executed in accordance with the conditions of the contract set forth in the tender documents.
3. In consideration of the payment to be made to the Architect for the work to be executed by him, the Architect hereby covenants with PTU that the Architect shall and will duly provide, execute and complete the said work and shall do and perform all other acts and things in the contract, mentioned or described or which are to be implied therefrom or may be reasonably necessary for the completion of the said work and at the times and in the manner and subject to the terms and conditions or stipulation mentioned in the contract.
4. In consideration of the due provision, execution and completion of the said work, the PTU do hereby agree with Architect that the PTU will pay to the Architect in respect of the amount for the work actually done by him and approved by the nominated Engineer of PTU at the rates given in the schedule of quantities and other sums payable to the Architect under provision of the contract, such payment to be made at such time and in such manner as provided for the contract.

The agreement is being executed in quadruplicate for facility of reference.

IN WITNESS WHEREOF the parties have executed these presents on the day and the year first above written.

Signed and delivered for and on behalf
of PTU

Signed and delivered for and on behalf
of the Architect

Registrar/Engineer-in-Charge

Authorized Signatory

Dated :

Dated :

Place :

Place :

In the presence of two witnesses:

1.

1.

2.

2.

DRAFT

BILL OF QUANTITIES FOR PRICE BID

Name of the Work : Providing comprehensive Architectural consultancy services for the proposed new campus and institutes at various locations in Punjab.

GUIDELINES FOR FILLING THE PRICES IN BILL OF QUANTITIES

1. The rate to be quoted against item No. 1 shall be for one acre of land for which planning and development of master plan is to be done.
2. The rate to be quoted against item No. 2 shall be in percentage of cost of works.
3. The quantities indicated against the various items are tentative and may vary during actual execution of works. The rates quoted by the various bidders shall be compared by considering these quantities. However, payment shall be made on the basis of actual executed works.
4. The rates to be quoted by including all taxes and duties as applicable on the date of submission of bids but excluding service tax. Service tax shall be paid extra as applicable.

S. No.	Description	Approx. Qty.	Unit for quoting rates	Rate (in Rs) (to be quoted in figures and words)	Amount (Rs)
1.	Planning and development of Master layout plan complete as specified in Stage I – Master Plan Design under scope of work in Conditions of Contract.	200 Acres	Per Acre		
2	Architectural Design services complete as specified in Stage II to stage V – Architectural Design services under scope of work in Conditions of Contract.	120 Crores (Cost of works)	%age of cost of works		
TOTAL					

SERVICE TAX WILL BE EXTRA, AS APPLICABLE

Name, Seal and Signature of the Bidder