



**ANDHRA PRADESH GRAMEENA VIKAS BANK**  
(A Government of India Undertaking)  
**Head Office :: WARANGAL**

**TENDER NO.18**  
**NOTICE INVITING QUOTATIONS**

**TENDER FOR:**

**APPOINTMENT OF ARCHITECT FOR CONSTRUCTION OF OWN BUILDING AT  
RAJAPUR (MAHABUBNAGAR) SITE**

**TENDER SUBMITTED BY :**

**NAME** : \_\_\_\_\_

**ADDRESS** : \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**GSTN NO** : \_\_\_\_\_

**DATE** : \_\_\_\_\_

**EMAIL ID.** : \_\_\_\_\_

**CONTACT NO.** : \_\_\_\_\_

**ANDHRA PRADESH GRAMEENA VIKAS BANK,**  
HEAD OFFICE, WARANGAL,  
H.no-2-5-8/1, First floor,  
Opp: Life line Hospital, Ramnagar,  
Hanmakonda, Telangana-506001.

## **NOTICE INVITING TENDER**

Limited and sealed bids are hereby invited for appointment of Architect from Empaneled Architects for Construction of own Building for the following works.

Name of work	<b>CONSTRUCTION OF BANKS OWN BUILDING RAJAPUR (MAHABUBNAGAR) SITE</b>
Eligibility of Architect (Copy of Bank's valid letter to be enclosed)	All Architects who are on the panel for CIVIL and Interior Works.
Bid document downloadable from our website.	19.02.2022
Pre-bid Meeting	In view of present pandemic situation, Bank has proposed not to conduct physical Pre-Bid meetings. So, please send us queries if any through mail or phone call by 22.02.2022 12.00P.M.  Mail Id: <a href="mailto:smoperations@apgVBank.in">smoperations@apgVBank.in</a> Mobile No: 8331019299
Last Date of submission of bid	28.02.2022 4.00 P.M
Date & time of opening of bid	28.02.2022 5.00 P.M
The bid duly filled in shall be kept in a cover superscribed with the name of the work and to be dropped in the tender box kept at the office or by Courier on or before Last Date of submission of bid	GENERAL MANAGER (Operations) HEAD OFFICE, WARANGAL, H.no-2-5-8/1, First floor, Opp: Life line Hospital, Ramnagar, Hanmakonda, Telangana-506001.
Deduction of income tax and other applicable taxes	As per Central / State Government rules
For any clarification please contact	1) Mr. K.Vikranth Reddy, Senior Manager(Ops) Phone:8331019299

The architect shall all time comply with the Laws of India, under jurisdiction at Warangal city. Any loss, penalty or damages suffered by the Bank due to non-compliance of law shall be indemnified by the Architect without any limit. The architect further indemnifies the Bank against any loss or damages suffered by the Bank due to acts or omission of its employees or agents / consultants.

The APGVB reserves the right to reject any or all the applications without assigning any reason therefore and no correspondence would be entertained in this regard.

The APGVB may at any time cancel this tendering process without assigning any reason. APGVB will not be responsible for any postal delay.

## **CONSTRUCTION OF BANK'S OWN BUILDING AT RAJAPUR (MAHABUBNAGAR)**

### **Breif Description of the Sites**

#### **LAND ALLOTMENTS AT RAJAPUR**

##### **RAJAPUR**

In Mahabubnagar region an open land with 3 plots with 150 Sy yards each with total extent of 450 Sy yards bearing the Plot No's 183,184 and 196 at Rajapur. The present net area of the of the plot is 358 sy yards as per the layout after setback.

#### **Services to be rendered by the Architects**

The architect shall render the following services in connection with and in regard to the said works:

- (a) Prepare and submit sketch plans as per APGVB requirement incorporating measures suggested as Green initiatives including preparation of alternatives and carrying out necessary revisions till the sketch plans are finally approved by the Bank in accordance with the local governing codes/standards, regulations etc. making approximate cost based on unit cost and submit along with a detailed project report on the scheme and a proper PERT/Bar chart incorporating all the activities such as preparation of working drawings, detailed drawings, tender documents, execution of work, etc. required for the completion of the project. The proposal should also include various stages of services to be rendered by the consultants in coordination with the architects.
- (b) Prepare required detailed drawings on receipt of approval of the sketch plans by APGVB and submit as per the regulation of local authorities and obtain their approval/sanction for renovation. Necessary follow up with the local authorities in getting the approval/ sanction of building plan, within prescribed time period.
- (c) Prepare architectural detailed drawings and layout drawings for **Construction Of Bank's Own Building at Rajapur (Mahabubnagar)**, detailed estimates of cost, rate analysis for all items, take off sheets and all such other particulars as may be necessary.
- (d) Preparing pre-qualification document, scrutinize the applications for empanelment of the contractors, forward recommendations to the Bank for empanelment of the contractors, if required.
- (e) Preparing detailed tender document for various trades, complete with articles of agreement, special conditions, conditions of contract, specifications, bill of quantities including detailed analysis of rates based on market rates.
- (f) Preparing tender notices for issuance by APGVB and inviting tenders from prequalified contractors on behalf of the Bank and submitting assessment reports thereon, together with recommendations specifying abnormally high and low rated items. Preparing contract documents for all trades and getting them executed by the concerned contractors
- (g) Preparing for the use of APGVB, the contractor and site staff, 4 copies of approved contract documents for all trades.
- (h) Assuming full responsibility for supervision and proper execution of all works by general and specialist contractors who are engaged from time to time as defined in the conditions of agreement.
- (i) Checking measurement of works at site, checking contractors' bills, issuing periodical certification of payments so as to enable APGVB to make payments to the contractors.

- (j) Time limit for verification and certification of bills by Architect shall be (failing which the Architect may be penalized) running bill within 15 days and Final bill within one month of submission of bills by the contractors/bank officials .
- (k) Submitting a detailed account of material that APGVB may specify and certifying the quantities utilized bill wise in the works.
- (l) Taking timely action for revalidation of sanction for renovation work from local authorities, if required.
- (m) Obtaining final building completion and /or occupation certificate and securing permission of municipality and such other authority, if required.
- (n) Appearing on behalf of APGVB before the Municipal assessor or such other authorities in connection with the settlement of the ratable value/property tax of the building and rendering advice in the matter to APGVB.
- (o) Supply, on completion of the project, two copies of all drawings. In addition, one set of all floor plans, sectional, elevation shall be submitted on cloth tracing/polyester films. All drawings are also to be submitted in soft copy viz. Pen drive/CD/DVD etc. Assisting APGVB in all arbitration proceedings between the contractors and the Bank and also defend APGVB in such proceedings.
- (p) Assisting APGVB in preparing of reports to Chief Technical Examiner (CTE)'s organization.
- (q) Rendering any other services

APGVB is proposing for Construction Of Bank's Own Building at **RAJAPUR (MAHABUBNAGAR)**. The scope of work may vary, the building having all required amenities and will comply/ have features of 'Green' and Energy efficient building. All necessary statutory approvals from Local Municipal Authorities such as approval of plans / set of drawings, commencement, occupation, completion certificate, NOC from fire brigade and other authorities, water, electrical and drainage connection, certificate from Govt., NOC from municipal authorities/ Environment Dept./ traffic State / Central Govt. and other related Depts. in this regard. The proposal for approval of the commencement certificate etc. from concerned municipal authorities and other Govt. authorities etc. as may be required, is to be obtained by the Architect. Soon after the said proposal is cleared by Municipal Authorities and other Civic authorities, APGVB intends to commence the said work and propose to complete the same work in all respects viz. ready for use **within a maximum time of 1 year** from the date of commencement of work. All works including permissions, NOCs, occupation / completion certificate required to be obtained from Municipal Authorities and other State / Central Government / Statutory authorities will have to be obtained by the Architect if required. The architect will assume total responsibility for completion of the project in all respects and completion certificate from Municipal Authorities if required within the specified time frame of 3 months as stated above. The time is the essence of the contract. While the duties of Architect will be governed by the standard agreement to be executed with APGVB by the successful Architect, the role and responsibilities of the Architect will broadly include following:

- (a) Preparation of detailed Architectural design.

- (b) Most of the features applicable for 'Green building' such as energy conservation, use of natural light to the maximum extent etc. will have to be taken into account during planning, design, and execution stages so that if APGVB desires, the Building can be rated as Green building at least of 'Gold standard'.
- (c) Preparation of all detailed architectural, engineering drawings including those for all services as stated above.
- (d) Preparation of subhead-wise item-wise/ detailed estimates based on current market rate analysis, which will include preparation of rate analysis for all major items, take off / quantity sheets. Working out overall built up area rate and its comparison for reasonableness with other renovation work recently done as also with CPWD rates etc. for submission to the APGVB for approval of the cost.
- (e) Assisting APGVB for prequalification and empanelment of trade-wise contractors by following elaborate procedure / norms laid-down by Bank/ CVC guidelines if required.
- (f) Preparation of draft tenders subhead-wise including detailed bills of quantity (BOQ) based on approved estimates by APGVB and full set of tender documents including all terms, conditions, special conditions and standard clauses.
- (g) Calling of competitive tenders each trade-wise at appropriate time from the prequalified contractors. Required sets of tender documents will have to be prepared by the consultant themselves at no extra cost to APGVB.
- (h) Detailed scrutiny of the tender received including preparation of the comparative statement etc. and submission of recommendations for acceptance or otherwise, of the tender of successful bidder / vendor, placing of work order etc.
- (i) Preparation and issuance of detailed working drawings minimum 3 sets to the contractor along with work order so that work is not held up at any point of time for want of the drawings / details. 2 sets of such drawings will have to be issued to APGVB for its records.
- (j) Complete role of Project Management Consultant (PMC) will also be played by the Architect to ensure both qualitative and quantitative aspects of the project and would include day to day supervision of work through a team of various experienced Engineers lead by a Project Manager to be posted at the site and who will be overall responsible for smooth and timely completion of all works within the agreed time schedule without cost overruns barring exceptional circumstances beyond the control of the Architect. The PMC work will broadly include recording of measurements, verification of running account, final bills of contractors, finalization of accounts, extra / deviated items, rate analysis, maintaining various registers as per CVC / Bank's guidelines at site, preparation of bar chart, CPM networks and its updating for monitoring progress etc. The collection of samples of various materials used at the site and arranging for its testing through approved laboratories / institutes will have to be done and proper record / registers need to be maintained at site.
- (k) The Architect will have to apply and obtain all required approvals / NOC from Municipal Authorities and other Govt. / Statutory authorities from time to time such as completion of work, well in time so that the progress of the work is not hampered.
- (l) The effective communication between various agencies / vendors contractors will have to be ensured by the Architect. The problems / hindrances / bottlenecks need to be sorted out / removed by arranging site meetings of all concerned including APGVB and record of such meetings, decisions taken etc. need to be maintained in a chronological manner kept in a separate register.
- (m) During the defects liability period carrying out periodical inspection along with representatives of APGVB and contractor, preparation of the list of defects list and arrange for its rectification from contractor.

- (n) Preparation of 'As Built' drawings including those for all services and 2 sets of such drawings mounted on cloth papers and also in the form of a CD (soft copy) will have to be prepared and submitted to APGVB.
- (o) Bank's projects come under Technical Audit by Chief Technical Examiner's Organization of Central Vigilance Commission. Submission of Reply to their queries, compliance of their observations etc. are statutory requirement of Bank's Architect. The list of duties mentioned above is only indicative and the Architect will have to assume full responsibility for completion of the project both qualitatively and quantitatively as per accepted contract conditions in the best possible workmanlike manner in all respects till its occupation within the agreed time schedule and cost by following laid down norms / procedure of APGVB and guidelines of CVC in an open and transparent manner to the satisfaction of APGVB and towards achieving this goal whatever is required to be done will have to be arranged by the consulting firm with the approval of APGVB.
- (p) The presence of Site Engineer at the site and involvement in the work shall not absolve the Architects in any manner from the responsibilities.

Signed as token of acceptance

Signature of consultant

with sealDate:

Place:

**CONSTRUCTION OF BANK'S OWN BUILDING AT RAJAPUR (MAHABUBNAGAR)**

**FORMAT FOR SUBMISSION OF THE PRICE BID**

We have understood the scope of the services to be offered, the terms and conditions for the appointment to be rendered by the Architectural Consultancy Firm (Consultant) specified by APGVB in their technical bid as well from their standard agreement for the captioned purpose and we will abide by the same in case our proposal is accepted.

Accordingly, we now quote a **total lump sum professional fees at \_\_%** (in figure) (\_\_\_\_\_) in words) maximum not more than 4.00% of actual project cost **plus GST** at actuals as applicable. We also agree that the above payment of the fees will be released to us at pre-determined stages related to the progress of work based on the standard terms of APGVB in this regard.

Name and designation of the Authorized signatory:

Signature

Stamp and seal Place: