

No.D-11030/2/2012-General
Films Division
Ministry of Information & Broadcasting
Government of India

C O R R I G E N D U M

No D—11030/2/2012-General-I

Dated the 28th June, 2013.

SUBJECT :- BID NOTICE FOR APPOINTMENT OF CONSULTANT ARCHITECT FOR UP-GRADATION OF PHASE-I & PHASE-II BUILDING OF FILMS DIVISION, MUMBAI

The Director General, Films Division, Ministry of Information and Broadcasting, Government of India, 24-Dr. Gopalrao Deshmukh Marg, Mumbai – 400 026 invites sealed bids from reputed Consultant Architects/*Firms* providing Architectural services in two bids i.e. Technical Bid containing Consultant's qualifications and experience etc and Financial Bid(Consultancy Fee etc.) for up-gradation of phase-II building of Films Division, Mumbai.

1. Scope of work for Consultant

- (a) Preparation of Detailed Project Report for the above project.
- (b) To prepare plan/design/elevations etc. of 10 floors of the Phase-I, 9 floors of Phase-II building and basement of both buildings of Films Division at Mumbai .
- (c) To advise Films Division on architectural matters to utilize the optimum space available.
- (d) Advise Films Division on mandatory certificates/clearances required for the work so as to avoid delays by taking timely action for these formalities.

The work shall be included in four parts

PART-I	Basement of Phase-I & Phase-II Building 1 st , 2 nd , & 3 rd floors of Phase-II Building	890.16 Sq. Mt. 1415.73 Sq. Mt.		
	Phase-I Building		Phase-II Building	
PART-II	1 st , 2 nd & 10 th floors	1254.75 Sq. Mt.	8 th & 9 th floors	943.82 Sq. Mt.
PART-III	3 rd 4 th & 5 th floors	1254.75 Sq. Mt.	6 th & 7 th floors	943.82 Sq. Mt.
PART-IV	6 th ,7 th 9 th floors	1254.75 Sq. Mt.	4 th & 5 th floors	943.82 Sq. Mt.

The entire work is likely to be completed in 2 years. Part-I of the work shall be taken up initially & finalized in 6th months. Floorwise breakup of Part-II, Part-III & Part-IV is tentative & will be finalized in consultation with the architect. However a broad plan has to be submitted in the Detailed Project Report(DPR).

2. Eligibility

(i) Academic qualification

Degree in Architecture.

(ii) Experience

The up-gradation work includes renovation of auditorium, electrical/civil work, interiors, setting up of studio, Air conditioning systems etc. Other things being equal, preference will be given to Consultant/Firms having being associated with projects satisfactorily completed during the last 5 years, consisting of three similar works each valuing (Construction Cost) not less than Rs.30.00 Lakhs, OR two similar works each valuing not less than Rs.50.00 Lakhs, OR one similar work valuing not less than Rs.70.00 Lakhs in single contract.

(iii) *Applicant/ Firms should be based at the location of work I.e. Mumbai, or they should have a regular liaison office there. The technical presentations will be held on 11.07.2013 & 12.07.2013. The assessment regarding suitability of the firm/individual will be judged by the Technical Committee.*

3. Payment terms :-

20% - Submission of Detailed Project Report(DPR)

PART-I

- 5% - Tender Document, market rates analyzing etc.
- 5% - Supply of Good for construction drawing
- 5% - Site visits, monitor of work
- 5% - As built drawing

PART-II

- 5% - Tender Document, market rates analyzing etc.
- 5% - Supply of Good for construction drawing
- 5% - Site visits, monitor of work
- 5% - As built drawing

PART-III

- 5% - Tender Document, market rates analyzing etc.
- 5% - Supply of Good for construction drawing
- 5% - Site visits, monitor of work
- 5% - As built drawing

PART-IV

- 5% - Tender Document, market rates analyzing etc.
- 5% - Supply of Good for construction drawing
- 5% - Site visits, monitor of work
- 5% - As built drawing

4. Tax Deduction at Source:

Income Tax or any other tax will deducted, as per the prevailing rules will be deducted at source before effecting the payment, for which the Department will issue TDS Certificate/s.

5. The bid should consist of the following documents:

- i) Profile of the individuals/company along with copies of PAN, TIN and VAT Certificates and authorization certificates of principals.
- ii) Earnest Money of Rs.20,000/- in the form of Demand Draft, in favour of Accounts Officer Film Division, Mumbai.
- iii) A sealed cover superscribed "Technical Bids", containing information about the consultant in the prescribed format (Annexure-I)
- iv) A sealed cover superscribed "Financial Bid" should contain the "Consultancy Fee" etc in the prescribed format (Annexure-II).

6. All the above documents should be self attested by an authorized signatory of the bidder and should be on the letter head of the bidder. All the above items should be placed in a cover superscribed "Bid for Consultant/Consulting Agency for up-gradation of Films Division, Mumbai. The outer cover should bear the bid number and date of closing/opening prominently underlined along with the address of this office but should not bear any information about the bidder or any identifiable mark on the outside.
7. The bid addressed to The Director General, Films Division, Mumbai should be dropped in drop box kept at entrance of (Opp. to Chowki) Films Division 1st Phase Building, 24-Dr.G. Deshmukh Marg, Mumbai-400 026 up to 1.00 p.m. on 10.07.2013. All outstations bids, if sent by post, should be sent under registered cover. This Organization will not be responsible for the loss of bid or for delay in postal transit. Bidders are advised in their own interest to ensure that their offer reaches this office well before the closing date and time of the bid as the offers received after the closing date and time of the bid will not be considered. Technical Bids(Consultant/Agency's Profile) will be opened at 3.00 pm on the closing date i.e. 10.07.2013 and Financial Bids will be opened at 3.00pm on 12.07.2013 in the presence of the bidders or their representatives who may be present.
8. The Earnest Money(Bid Security) may be forfeited by Films Division in the following events :-
 - i) If bid is withdrawn during validity period or any extension thereon.
 - ii) If bid is varied or modified in a manner not acceptable to this organization during the validity period or any extension thereof.
9. The Earnest Money (Bid Security) of unsuccessful bidders will be returned on finalisation of bid.
10. All leviable taxes/duties, Service Tax etc., if any may be mentioned separately. Otherwise it will be assumed that the rates are inclusive.
11. At the first instance the bid "Technical Bids" will be opened by the Department and the same will be evaluated by the Competent Committee or Authority. At the second stage, Financial bids of bidders recommended by the evaluation committee will be opened for evaluation and ranking before awarding the contract.

12. There shall be no negotiations in general. Even in exceptional circumstances, negotiations will be carried out only with the lowest evaluated responsive bidder.
13. The payments will be made/released only in accordance with Para 3 above after successful completion of each stage of the Contract. No advance payment will be made under any circumstances.
14. Right to accept, reject, split the entire Bid or any part thereof without assigning any reason rests with the Director General, Films Division, Mumbai and his decision in this regard is final and binding.
15. Income Tax or any other taxes will be deducted from the bill at source as per Government orders.
16. Any disputes arising out of the bid notice, process and finalization of this bid shall be subject to jurisdiction of the High Court of Mumbai.
17. The Consultants / Consulting Agencies can visit Films Division for clarification/specification, on any working days viz. Monday to Friday from 11.00 am to 5.00 pm (except holidays) in the office of Films Division, Ministry of Information and Broadcasting, Government of India, 24-Dr. Gopalrao Deshmukh Marg, Mumbai – 400 026. The details of this bid notice including specifications of the equipment etc. are available on the official website of Films Division i.e. www.filmsdivision.org.

Yours faithfully,

(**Viplove Rai Bhatia**)
Director & Nodal Officer(NMIC)
for Director General

Encl.: As above.

Technical Bid

Name of the Consultant :

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Educational Qualifications	
Office Address	
Experience in rendering Consultancy services	
Details of projects completed in last 7 years	
Describe the process, including details of studies and tools to be used in completing each stage of consultancy mentioned in para 1 of the bid	

Signature of Authorities for

Designation

Stamp

FINANCIAL BID

Name of the Bidder :

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Project	Fee demanded(In Rupees)
PART-I	
PART-I	
PART-III	
PART-V	

Signature of Authorities for

Stamp