



## **JHARKHAND STATE AIDS CONTROL SOCIETY**

Sadar Hospital Campus, Purulia Road, Ranchi-01

0651-2211018, Fax 0651-2211018



### **VERY SHORT NOTICE FOR EMPANELMENT OF AGENCY FOR BUILDING REPAIRING WORKS**

Ref No. 02./JSACS/2020-21

Dated- 09.10.2020

Application are invited for empanelment of agency for the Building repairing & renovation works at JSACS headquarter office & District office from registered agency under building department/ Housing / Municipal Corporation/ Rural department any other government department having experience of similar nature of work.

Details of the works may be downloaded from official website:- [www.jsacs.org.in](http://www.jsacs.org.in) the last date for submission of application is 19.10.2020 till 5:00 P.M

Address for submitting application-

Project Director, Jharkhand State AIDS Control Society, Sadar Hospital Campus, Purulia Road Ranchi – 834001, Jharkhand.

- Sd/  
Project Director

**KNOW AIDS TO STOP AIDS; CALL TOLL FREE NO- 1097**



## JHARKHAND STATE AIDS CONTROL SOCIETY

Department of Health & Family Welfare,  
Sadar Hospital Campus, Purulia Road, Ranchi.

Tender Ref No- 02/JSACS/2020-21

Date: 09.10.2020

**Request for Qualification for Empanelment of Architectural Consultants to provide Consultancy services for preparing Detail Project Report and Project Management Consultancy for Building repairing & renovation works at Jharkhand State AIDS Control Society, Govt. of Jharkhand**

### Request for Qualification

Sl. No	Particulars	Details
1	<b>Name of Work</b>	<b>Building repairing &amp; renovation works</b>
2	<b>Publication Date of Tender on website</b>	10.10.2020
3	<b>Date &amp; time for receipt of bid at JSACS Office</b>	12.10.2020 to 19.10.2020 at 5.00 P.M
4	<b>Date &amp; time of opening of bid at JSACS Office</b>	19.10.2020 at 5.30 P.M
5	<b>Contact no. of procurement person</b>	0651 – 2211018
6	<b>Tender document fee (Non-refundable)</b>	<b>500 ( Five Hundred only)</b>
7	<b>Helpline number of procurement cell</b>	Fax :- 0651 – 2211018

- a) **Cost of tender fee:** 500/- ( Five Hundred rupees only) in form of demand draft in favour of "Project Director Jharkhand State AIDS Control Society", Payable at Ranchi, it should reach before date & time of tender opening at under signed office.

**GOVERNMENT OF JHARKHAND  
JHARKHAND STATE AIDS CONTROL SOCIETY,**

**DISCLAIMER**

1. Though adequate care has been taken while issuing this Offer Document, the Applicant Firm should satisfy himself that the document is complete in all respects. Intimation of any discrepancy shall be given to this office (as mentioned below) immediately. If no intimation is received by this office within 3 days from the date of issue of the Offer Document, then this office shall consider that the document received by the Applicant Firm is complete in all respects and that the Applicant Firm is satisfied that the Offer Document is complete in all respect.
2. Department of Jharkhand State AIDS Control Society reserves the right to change any or all of the provisions of this Offer Document before date of submission. Such changes would be intimated to all parties procuring this Offer Document before date of submission.
3. Department of Jharkhand State AIDS Control Society reserves the right to reject any or the entire offer without assigning any reasons whatsoever. No correspondence will be entertained on this account.

**Sd/- Project  
Director**

**GOVERNMENT OF JHARKHAND**  
**JHARKHAND STATE AIDS CONTROL SOCIETY**  
**SADAR HOSPITAL CAMPUS PURULIA ROAD, RANCHI**

NIT No.: Ref. No 02/JSACS/2020-21

Date: 09.10.2020

**Request for Qualification for Empanelment of Architectural Consultants to provide Consultancy services for preparing Detail Project Report and Project Management Consultancy for Building repairing & renovation works at Jharkhand State AIDS Control Society Sadar Hospital Campus Purulia, Road, Govt. of Jharkhand**

1. The **Jharkhand State AIDS Control Society**, Government of Jharkhand invites offers from leading Consultancy firms for Constituting a Panel of Consultants for preparation of Detail Project Reports (DPR) and providing Project Management Services.
2. Accordingly sealed proposals/offers are invited from experienced and well qualified consultants having adequate experience of similar works and capable in preparing Detail Project Reports(DPR) and providing Project Management Services.
3. Details with respect to submission of such proposal can be obtained for **“Terms of reference for constituting a panel of consultants for Preparation of Detail Project Reports (DPR) and providing Project Management Consultancy Services”** available at the Jharkhand State AIDS Control Society on any working day.
4. **The last date for submission of offers initially is 19.10.2020 upto 5.00 P.M.**
5. All communications including the submission of Offer Document should be addressed to:

Office of the **PROJECT DIRECTOR**,  
Jharkhand State AIDS Control Society  
Sadar Hospital Campus,  
Purulia Road, Ranchi.

6. **The offer shall be opened on 19.10.2020 at 5.30 hrs. in the** Jharkhand State AIDS Control Society **GoJ** before the duly constituted committee. The Applicant Firm or his duly authorized representative may be present during opening of the technical bid.
7. The Jharkhand SACS reserves the right to accept or reject in part or as a whole any of the proposal received without assigning any reason thereof.
8. Initially, Period of availability of tender date & time/ date of submission / opening of tender papers are as given in the Table below;

S. No.	Procurement Agency	Place of opening	Availability of tender document		Date & Time of Bid Opening
A	B	C	D		F
1.			Starting of sale/downloading of Bid Document from 10.10.2020 To 19.10.2020 at 12.00 A.M	Bid submission period <b>12.10.2020 to 19.10.2020 at 5.00 P.M</b>	<b>19.10.2020 at 5.30 P.M</b>

9. The undersigned reserves the right to accept or reject all proposals without assigning any reason. It also reserves the right to postpone or to cancel the invitation.

10. For any other clarifications related to bid submission, firms may contact Jharkhand State AIDS Control Society, Govt. of Jharkhand telephonically on telephone no. 0651-2211018 before the last date of submission of the bid document during working hours.

11. Other details can be seen in the RFQ document and Instructions to Consultants.

12. Bids without requisite details/documents are liable for rejection and Jharkhand State AIDS Control Society, Ranchi will not entertain any further communication in such cases.

Sd/-  
PROJECT DIRECTOR

**Section-1**  
**Instruction to Consultants**

## **Instructions to Consultants**

### **1. MINIMUM ELIGIBILITY CRITERIA**

<b>1</b>	<b>STRUCTURE &amp; ORGANIZATION OF FIRM</b>	<b>Max Marks - 100</b>
	A) Date, Month, Year & Incorporation of Firm	
	Note : (i) Furnish a copy of incorporation/registration from appropriate authority, (ii) Firm incorporated/registered latest.	
	B) No. of full time technical personnel who are in the payroll of the firm for at least one year. following qualifications and experience. 10 Specialists (Related with Building Construction), 4 Architects, 4 Design Engineers, 2 Decorators, 1 GRIHA Certified Professional – 10, marks for each specialist. (Qualifying Condition – 02 Architects, 02 Design Engineers, 01 Decorators, 01 GRIHA Certified Professional)	
<b>2</b>	<b>FINANCIAL STATUS (Qualifying Marks 50)</b>	<b>Max Marks – 100</b>
	Average Annual Turnover from consultancy of last three years (Rs. In Lakhs. Audited balance sheets must demonstrate the soundness of the consultants/Consulting Firms financial position, showing positive net worth and profitability in last three financial years.	
	Note : Enclose audited accounts for the last three years in support. 2017–2018, 2018-2019, 2019-2020 (Provisional) – 3 Marks for Rs. 1 lakh each	
<b>3</b>	<b>FIRM'S RELEVANT EXPERIENCE (Qualifying Marks 100)</b>	<b>Max Marks – 250</b>
A)	(i) Experience In Feasibility Study of Multi Storage Building (G+4>=) 5 Marks for each project x 5 = 25 Marks  (ii) Experience Preparation of DPR of Multi Storage Buildings (G+4>=) 15 Marks for each project x 15 = 75 Marks	25 Marks  75 Marks
B)	(i) Experience in Field Survey, Design & Supervision of Multi Storage building (G+4>=) 10 Marks for Each Project x 5 = 50 Marks  (ii) Experience in Landscaping Architecture, Interior Architecture, Architecture Conservation, Retrofitting of Buildings, Graphic Design and Signage of Multi Storage building (G+2>=) 15 Marks for Each Project x 5 = 75 Marks	50 Marks  75 Marks
C)	(i) Experience in Site evaluation, Analysis and impact of existing and/or proposed development of Buildings. 5 Marks for Each Project x 5 = 25 Marks	25 Marks

## **2. LANGUAGE OF THE OFFER**

- 2.1 Applicant Firms are required to furnish all information and documents, as called for in this Document, in English Language. Any printed literature furnished by the Applicant Firm may be in another language, provided that this literature is accompanied by an English translation, in which case, for the purpose of interpretation of the document, the English version duly authenticated will prevail.

## **3. SIGNING OF THE OFFER**

- 3.1 Offer shall be signed by the Applicant Firm or by his duly authorized person holding power of attorney for signing the offer document. A copy of registered power of attorney shall accompany the offer.
- 3.2 In case the offer is submitted by a proprietary firm, it shall be signed by the proprietor giving his full name and also full name of his firm with present address.
- 3.3 In case the offer is submitted by a partnership firm, it shall be signed by all the partners otherwise offers shall not be considered in the process of offer evaluation in case of the offer being submitted by one partner firm, such firm would have to be declared as lead partner by all other partners. All the correspondence would be done in the name of lead partner only.
- 3.4 If the offer is submitted by a company, it shall be signed by a duly authorized person holding power of attorney for signing the offer document. A certified copy of registered power of attorney shall accompany the offer.
- 3.5 The original offer shall be printed, typed or written in ink, and shall be signed by a person or persons duly authorized to sign on behalf of the Applicant Firm. All pages of the offer and where entries or amendments have been made shall be initialed by the person or persons signing the offer.
- 3.6 The offer shall ordinarily contain no alterations or additions, except those to comply with instructions issued by the Department, or as may be necessary to correct errors made by the applicant in which case the person or persons signing the offer shall initial such corrections.
- 3.7 All witnesses and sureties shall be persons of status and probity. Their full names, occupations and addresses shall be provided below their signatures. All signatures shall be dated.

## **4. COST OF OFFER**

- 4.1 The Applicant Firm shall bear all costs associated with the preparation and submission of its Offer, including cost of presentation for the purposes of clarification of the Offer, if any.
- 4.2 Department in no case shall be responsible or liable for any such costs regardless of the conduct or outcome of the bidding process.
- 4.3 Any Applicant Firm wishing to undertake site visits for familiarization with site conditions, may do so. All costs towards site visits, conference and submission of documents shall be borne by the Applicant Firm themselves.
- 4.4 All payments to the Consultant shall be made in INR in accordance with the provisions.



## **5. JHARKHAND SACS RIGHT TO ACCEPT ANY OFFER AND TO REJECT ANY OR ALL OFFERS**

- 5.1 The decision of the Project Director, Jharkhand State AIDS Control Society, Government of Jharkhand regarding the opening of offers, evaluation and acceptance of the offer shall be final and binding on all the Applicant Firms.
- 5.2 The JSACS reserves the right to accept or reject any offer, and to annul the offer process and reject all offers at any time prior to award of Offer, without thereby incurring any liability to the affected Applicant Firm or Applicant Firms or any obligation to inform the affected Applicant Firm or Applicant Firms of the grounds for the department's decision.

## **6. TIME SCHEDULE OF CONSULTANCY**

- 6.1 The consultants, thus selected, would be expected to provide consultancy services within the time frame as finalized by the Jharkhand State AIDS Control Society, Government of Jharkhand.

## **7. CLIENT'S ROLE & RESPONSIBILITIES :**

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

- 7.1 To provide detailed requirement of the project.
- 7.2 To provide property lease/ownership documents.
- 7.3 To provide site plan, to a suitable scale, showing boundaries, contours at suitable intervals, existing physical features including any existing roads, paths, trees, existing services and utility lines and such lines to which the proposed service can be connected. In case such information is not readily available, the Department shall arrange for the survey / collection of information and pay for the same.
- 7.4 To furnish reports on soil conditions and test as required by the Architect or pay for the preparation of the same. To furnish specific conditions/Statutory stipulations/Codes of practice/schedule of rates, etc. desired to be followed.
- 7.5 To pay all the fees, levies, security deposits and expenses in respect of statutory sanction.
- 7.6 To give effect to the professional advice of the Architect and cause no changes in the drawings and documents without the consent of the Architect.
- 7.7 To honor Architect's bills within one month of its submission.
- 7.8 To appoint a Construction Manager (Clerk of Works/ Site Supervisor or Construction Management Agency in case of a large and complex project) as per Architect's advice.

## **8. GENERAL OUTPUTS EXPECTED FROM CONSULTANT**

### **8.1 DESIGN STAGE:**

The work on DPR (Detailed Project Report) would contain all details of architectural / structural and detailed designs with cost estimates (BOQ) and drawing sufficient for calling of tenders.

#### **8.1.1 Detailed layout Plans.**

- 8.1.2 Layout plan- All essential services layout like water supply sewerage, electricity etc including their sources and optimizing the same. This will include Water harvesting / catchment areas, canalizing streams / rivers etc.

8.1.3 Tele-Communication Network details.

8.1.4 Bid drawings.

8.1.5 Landscape and horticulture plans-The integrated landscape details to contain all relevant details to make the whole area very aesthetic and efficient all year round.

8.1.6 Security

## 8.2 EXECUTION PHASE

The following reports and necessary formats for exhibiting the required details for the concerned department and as required shall be submitted periodically as directed by Jharkhand State AIDS Control Society , Government of Jharkhand.

8.2.1 Overall Works progress Report

8.2.2 Physical & Financial Progress

8.2.3 Quality Management

8.2.4 Cost Control Report/ Budgeting

8.2.5 Programme Management

8.2.6 Evaluation Report.

## 9. INFORMATION FOR CONSULTANTS FOR SUBMITTING THE OFFERS

### The Submission of Offers:

9.1 Each submitted Offer should be complete in all the respects. The Offers should enclose duly filled forms as annexed along with.

9.2 The Offers should include description of the firm / organization, the firm's general experience in the field of assignment, the qualification and competency of the personnel proposed for the assignment and the proposed work plan methodology and approach in response to suggested terms of reference. Necessary document in support of technical capabilities in annexed format must be submitted along with the proposal.

9.3 An affidavit swearing the correctness of technical data furnished also must be submitted as per the annexed format.

9.4 The RFP along with all related documents as described in Procurement notice should be in sealed cover which will be received in the Office of:

Office of the **PROJECT DIRECTOR**,  
Jharkhand State AIDS Control Society  
Sadar Hospital Campus,  
Purulia Road, Ranchi

9.5 While submitting the Proposal, the Applicant shall, in particular, ensure that:

9.5.1 All forms are submitted in the prescribed formats and signed by the prescribed signatories along with all relevant supporting documents;

9.5.2 Power of Attorney, if applicable, is executed as per Applicable Laws;

9.5.3 CVs of all Professional Personnel have been included along with all relevant supporting documents;

9.5.4 Key Personnel have been proposed only if they meet the Conditions of Eligibility laid down in the RFQ

9.6.5 Professional Personnel proposed have good working knowledge of English language;

9.7.6 No Key Personnel should have attained the age of 75 (seventy five) years at the time of submitting the proposal; and

## **10. OPENING OF PROPOSAL**

- 10.1 The proposals will be opened by the duly constituted committee in the office of Jharkhand State AIDS Control Society at 19.10.2020 Hrs. on 5.30 PM

## **11. OTHER TERMS AND CONDITIONS**

- 11.1 The Consultant shall abide by the instructions issued by the JSACS to him from time to time for the timely completion of the assigned services.
- 11.2 Any entity which has been barred by the Central Government, any State Government, a statutory authority or a public sector undertaking, as the case may be, from participating in any project, and the bar subsists as on the date of Proposal, would not be eligible to submit a Proposal either by itself or through its Associate.
- 11.3 An Applicant Firm or its Associate should have, during the last three years, neither failed to perform on any agreement, as evidenced by imposition of a penalty by an arbitral or judicial authority or a judicial pronouncement or arbitration award against the Applicant Firm or its Associate, nor been expelled from any project or agreement nor have had any agreement terminated for breach by such Applicant Firm or its Associate.
- 11.4 While submitting a Proposal, the Applicant Firm should attach clearly marked and referenced continuation sheets in the event that the space provided in the specified forms in the Appendices is insufficient. Alternatively, Applicant Firms may format the specified forms making due provision for incorporation of the requested information.
- 11.5 Applicants requiring any clarification on the RFQ may send their queries to the Procurement Cell in writing before the date mentioned. The queries should be sent to [JSACS, Ranchi](#). The I/c Procurement shall endeavor to respond to the queries within the period specified therein.
- 11.6 Amendment of RFQ:
- 11.6.1 At any time prior to the deadline for submission of offer, JSACS, for any reason, whether at its own initiative or in response to clarifications requested by an Applicant Firm, modify the RFQ document by the issuance of Addendum/ Amendment and posting it on the Official Website.
- 11.6.2 In order to afford the Applicant firms a reasonable time for taking an amendment into account, or for any other reason, the JSACS may, in its sole discretion, extend the Offer Submission/Opening Date.
- 11.6.3 The Applicant Firms shall submit the offer in Hard Copy with all pages numbered serially and by giving an index of submissions. Each page of the submission shall be initialed by the Authorized Representative of the Applicant Firm as per the terms of the RFQ.

## **12. Modification/Substitution/Withdrawal of Offers**

- 12.1 The Applicant Firm may modify, substitute, or withdraw its Offer after submission, provided that written notice of the modification, substitution, or withdrawal is received by 5.00 PM prior to closing Date. No Offer shall be modified, substituted, or withdrawn by the Applicant Firm on or after the closing Date.
- 12.2 The modification, substitution, or withdrawal notice shall be prepared, sealed, marked, and delivered in accordance with the envelopes being additionally marked "MODIFICATION", "SUBSTITUTION" or "WITHDRAWAL", as appropriate.

## **13. FEES, COST OF CONSULTANCY AND PAYMENT SCHEDULE**

13.1 Towards consideration for the role performed, the consultant shall be entitled to receive Cost of Consultancy and other payments on the basis outlined below.

13.1.1 Payment schedule for Preparation of DPR.

S. NO.	Description	Payment
1.	On Submission and Approval of Inception Report and Quality Assurance Plan	15%
2.	On Submission and Approval of Feasibility Report	15%
3.	On Submission and Approval of Draft DPR	35%
4.	On Submission and Approval of Final DPR from Jharkhand SACS	35%

13.2 Payment schedule for PMC Services shall be paid in 6 (Six) stages as detailed below :

I.	As advance, against a bank guarantee of equivalent amount, after award of the assignment, calculated on the proposed	10 %
II.	After submission of the Bill of Quantity (BOQ) of the said project	20 %
III.	At the time of issue of work order to the executing agency after	10 %
IV.	Against PMC, to be paid on monthly basis in proportion to the monthly physical and financial progress of the said project	50 %
V.	Upon Completion of the works after submission of completion	5 %
VI.	After the completion of the Defect liability Period of the said	5 %

15.1.3 The payment schedule as mentioned in Clause 21.1.1 and 21.1.2 may vary for different scope of services as decided by the \_\_\_\_\_.

## **Section -2**

### **Term of Reference**

# TERMS OF REFERENCE FOR CONSULTANTS

## 1. INTRODUCTION

- 1.1 The Jharkhand State AIDS Control Society , Government of Jharkhand invites offers from leading expert firms for Constituting a Panel of Consultants for preparation of Detail Project Reports (DPR) and providing Project Management Services for Building repairing & renovation works.

## 2. Scope of Work

### 2.1 Preparation of Detail Project Reports (DPR)

The consultant will carry out the following activities :

- 2.1.1 Taking Department's instructions and preparation of design brief
- 2.1.2 Site evaluation, Analysis and impact of existing and / or proposed development on its immediate environs;
- 2.1.3 Design and site development
- 2.1.4 Structural Design;
- 2.1.5 Sanitary, plumbing, drainage, water supply and sewerage design;
- 2.1.6 Electrical, electronic, communication systems and design.
- 2.1.7 Heating, ventilation and air conditioning design (HVAC) and other mechanical systems;
- 2.1.9 Fire detection, Fire protection and Security systems etc
- 2.1.10 Periodic inspection and evaluation of Construction works if required

### 2.2 Project Management Services

The consultant will carry out the following activities:

- 2.2.1 Assist in conducting the tender process – notice for inviting tenders, pre bid meetings, evaluation of bids and preparation of evaluation result reports etc.
- 2.2.2 Pre-qualification / short listing of tenders and Techno-Economic evaluation for selection of Contractors.
- 2.2.3 Evaluating the request of the applicant agency regarding its qualification for a given bid based on NIT (Notice Inviting Tender) condition.
- 2.2.4 Assist in Tender Evaluation for selection of various Construction / Supply agencies.
- 2.2.5 Review the detailed designs and issue of working drawings.
- 2.2.6 Monitoring the program of works as per schedule and submission of the periodic progress report to the government.
- 2.2.7 Measurement of the works done and certify the quality as per specification and agreement and recommending payments thereof.
- 2.2.8 All the activities of project management and commissioning.
- 2.2.9 Construction supervision, testing and verification of quality.
- 2.2.10 Issue completion certificates for all components of works involved.
- 2.2.11 Settlement of progressive and final payments to contractors.

## 3 NO CLAIM ARRANGEMENTS

- 3.1 The Consultant shall not be entitled to make any claim, whatsoever, against the department, under by virtue of or arising out of, this contract, nor shall the department entertain or consider any such claim, if made by the Consultant and Consultant shall have to sign a "no claim" certificate in favor of the department in such forms as shall be required by the department after the expiry of the agreement.

#### **4 NEGATION OF CORRUPT PRACTICES**

- 4.1 JSACS is a under taking society under Health & Family welfare department and requires to serve honestly, diligently and timely.

The Consultant would be the assisting agency of the department, therefore, he is also required to maintain highest standards of honesty and ethics.

The Consultant is advised to refrain from the corrupt and fraudulent practices during the execution of the contract. Corrupt and fraudulent practices are defined as follows:-

- 4.1.1 "Corrupt Practice" means behavior of Consultant including his personnel by which they improperly and unlawfully enrich themselves and/or those close to them, or induce others to do so, by misusing the position in which they are placed, and it includes the offering, giving, receiving, or soliciting of anything of value.
- 4.1.2 "Fraudulent Practice" means a misrepresentation of facts in order to influence, and collusive practices of the Consultant.

#### **5 DETAILS TO BE KEPT CONFIDENTIAL**

- 5.1 The consultant shall treat the details of the agreement as private and confidential, save in so far as may be necessary for the purposes thereof, and shall not publish or disclose the same or any particulars thereof in any trade or technical paper or elsewhere without the prior consent in writing of the department.

If any dispute arises as to the necessity of any publication or disclosure for the purpose of the agreement the same shall be referred to the Project Director, Jharkhand State AIDS Control Society, whose decision shall be final.

- 5.2 The Consultant or his representative should neither disclose the data nor sell the data or use it for commercial exploitation or research work without the written permission of the JSACS.

#### **6 DECISIONS AND INTERPRETATION**

- 6.1 Except where otherwise specifically stated, the office designated by JSACS, Government of Jharkhand will decide the agreed matter between the department and the Consultant and the matter shall be referred to the Project Director, Jharkhand State AIDS Control Society whose decision would be final and binding on both the parties.

- 6.2 In case of dispute over the interpretation of any clause of agreement, decision of JSACS shall be final and binding.

#### **7. TERMINATION OF THE CONTRACT**

- 7.1 The Agreement may be terminated by the Department by giving a written notice of 30 (thirty) days, if the Architect fails to perform his part of responsibilities/duties.

- 7.2 In the event of Architect's firm closing its business or the Department having terminated the agreement, the Department shall have the right to employ another Architect to complete the work, after making payment to the previous Architect's firm.

#### **8 DISPUTE RESOLUTION**

- 8.1 The Department and the Consultant shall make every effort to resolve amicably by direct negotiations, any disagreement or dispute, arising between them under agreement.

- 8.2 If after 30 days from the commencement of such direct negotiations, the dispute is not resolved it shall be referred to JSACS, Ranchi, Jharkhand, where decision shall be final and binding upon both parties.

- 8.3 Pending the submission of and/or decision on a dispute, difference or claim or until the matter is decided by JSACS, Ranchi, Jharkhand the Consultant shall continue to perform all its obligations under this agreement without prejudice of final adjustment in accordance with such award.

- 8.4 The Department may terminate this agreement, by giving a written notice of termination of minimum 30 days, to the Consultant, if the Consultant fails to comply with any decision delivered by Firm.



**Form T – 1**  
**BIDDER DETAILS**

1.	Name of bidder	
2 (a)	Address of bidder	
(b)	Phone no:	
(c)	Fax no.	
(d)	E mail	
(e) 3	Website	
(a)	Name of authorized signatory to bid	
(b)	Designation	
(c)	Phone (Landline) Phone (Mobile)	
(d)	Fax	
(e)	Email	
4	NAME, address, Tel No. Fax, email at which communication to be sent in respect of bid.	
5	Names of the present Proprietors/ Partners/Board of Directors	

**Form T – 2**

The firm's experience in the field of assignment (Please also enclosed the supporting documents)

S. No.	Name of the Project	Nature of the project	Name of the Department	Total Cost of the Project	Date of commencement of the Project	Status of the Project	Remarks about the completion of the project by the concerned Department
1	2	3	4	5	6	7	8

(Signature of Consultant and seal)

**Form T – 3**

The qualification & Competence of the personnel proposed for the assignment.

Sl. No.	Name of the person concerned	Academic Qualifications	Experience in the respective field	Experience in the prestigious studies / Projects funded by private / public sector / multilateral funding agencies in Asia	Remarks
1	2	3	4	5	6

(Signature of Consultant and seal)

**Form T –4**  
**AFFIDAVIT**

I, ..... S/o ..... Director of M/s ..... having its registered office at ..... do hereby solemnly affirm and declare as follows:

1. That I have been authorized to execute this affidavit on behalf of this company by the Board of Directors vide its resolution passed on .....
2. That the \_\_\_\_\_, Government of Jharkhand vide advertisement published in ..... had invited offers from consultants to constitute a panel of consultants.
3. That in response to the said advertisement as stated in paragraph (2) above, our firm has submitted its proposal to the \_\_\_\_\_, Government of Jharkhand.
4. That the proposals of our firm M/s ..... containing necessary information and particulars furnished as per given Performa, detailing therein :
  - a. Firm's general experience in the field of assignment / work.
  - b. The qualification and Competency of the personnel for the assignment.
5. That our firm have neither failed to perform on any contract, as evidenced by imposition of a penalty by an arbitral or judicial authority or a judicial authority or a judicial pronouncement or arbitration award against our firm, nor our firm have been expelled from any project or contract by any public authority nor have had any contract terminated by any public authority for breach of our part.
6. That our firm during the last three years, neither failed to perform on any agreement, as evidenced by imposition of a penalty by an arbitral or judicial authority or a judicial pronouncement or arbitration award against us.

That the statements made in paragraph 1 to 6 of the foregoing affidavit as above are true to my knowledge and belief and if anything is found contrary, I stand liable to be prosecuted under appropriate Act / laws in force.

Solemnly affirmed by the said ..... at ..... on this the ..... day of ..... 2020.

Deponent :

Identified by me :

**Form T-5**

**CERTIFICATE**

I undertake to abide by the terms and conditions as laid down in the offer documents by this Department and also follow the instructions given by the Department (to be read with Terms and Conditions).

Signature :

Name of the person :  
with Designation

Name of the Firm :