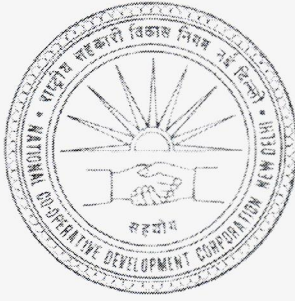


राष्ट्रीय सहकारी विकास निगम के सातवे तल स्थित प्रबंध निदेशक
सचिवालय एवं बोर्ड रूम के नवीयन

हेतु वास्तुविद/ वास्तुविद फर्म की नियुक्ति हेतु निविदा दस्तावेज
TENDER DOCUMENT FOR HIRING OF AN
ARCHITECT/ ARCHITECT FIRM FOR
RENOVATION OF MANAGING DIRECTOR
SECRETARIAT & THE BOARD ROOM AT 7TH
FLOOR

NATIONAL COOPERATIVE DEVELOPMENT
CORPORATION, NEW DELHI-16



राष्ट्रीय सहकारी विकास निगम
NCDC
Assisting Cooperatives. Always!
सहकारिताओं की सहायता में सदैव तत्पर!

निविदा की लागत

:

निःशुल्क

Cost of Tender Document

:

Free of Cost

राष्ट्रीय सहकारी विकास निगम

प्लॉट सं. 4, सिरी इंस्टीट्यूशनल एरिया, हाऊज खास, नई दिल्ली - 110016

वेबसाइट : <http://ncdc.in>

NATIONAL COOPERATIVE DEVELOPMENT CORPORATION

4, Siri Institutional Area,

Hauz Khas, New Delhi- 110 016.

Website: <http://ncdc.in>

सूचकांक

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राष्ट्रीय सहकारी विकास निगम
(सामान्य प्रशासन विभाग)

संख्या: 9-9/2007 -Genl.

दिनांक: 26.07.2024

निविदा आमंत्रण सूचना

राष्ट्रीय सहकारी विकास निगम, 4, मिरी इंस्टीट्यूशनल एरिया, हौज खाम, नई दिल्ली - 110016 में स्थित मानवे तल स्थित प्रबंध निदेशक सचिवालय के नवीयन हेतु पंजीकृत वास्तुविद की नियुक्ति लेने हेतु बोली सिस्टम पर सीलबंद दर की निविदाएं अनुबंध-III में संलग्न अनुसूची में दी गई मात्रा के अनुसूची के अनुसार आमंत्रित करता है।

आवश्यक योग्यता मापदंड :

- क. वास्तुविद को जो वैध पंजीकरण के साथ काउंसिल ऑफ आर्किटेक्चर, भारत के पंजीकृत सदस्य हैं।
 - ख. वास्तुविद का पंजीकरण काउंसिल ऑफ आर्किटेक्चर, भारत के साथ कम से कम 7 वर्ष का होना चाहिए।
 - ग. उपरोक्त फर्म के पास वैध जीएसटी नंबर होना अनिवार्य है।
 - घ. ठेकेदार / फर्मों को पिछले तीन वित्तीय वर्षों के दौरान कम से कम ₹5.00 लाख का एक कार्य के लिए या ₹3.125 लाख के प्रत्येक के दो कार्य के लिए या ₹ 2.5 लाख प्रत्येक के तीन कार्य के लिए जो कि इसी प्रकार के हो व केन्द्रीय सरकार / राज्य सरकार, सार्वजनिक क्षेत्र के उपक्रम, स्वायत्त निकाय/ सहकारी संस्था में होना अनिवार्य है।
- समान कार्य का अर्थ - किसी भी परियोजना का परामर्श शुल्क

निविदा दस्तावेज (गैर हस्तांतरणीय) एनसीडीसी कार्यालय से निःशुल्क में 10.00 बजे से 5.00 बजे तक दिनांक 16.08.2024 तक किसी भी कार्य दिवस पर प्राप्त किया जा सकता है। निविदा दस्तावेज एनसीडीसी वेबसाइट [http // ncdc.in](http://ncdc.in) से डाउनलोड भी किया जा सकता है।

निविदा विधिवत भरी हुई पूर्व अर्हता बोली और मूल्य बोली बयाना राशी के साथ, मुख्य लिफाफे पर कार्य के नाम के साथ राष्ट्रीय सहकारी विकास निगम (एनसीडीसी), प्लॉट संख्या 4, मिरी इंस्टीट्यूशनल एरिया, हौज खाम, नई दिल्ली -110016 में दिनांक 16.08.2024 को अपराह्न 3.00 बजे तक अधोहस्ताक्षरी के कार्यालय में प्रस्तुत किया जाना चाहिए। पूर्व अर्हता बोली इसी दिन दिनांक 16.08.2024 अपराह्न 3.30 बजे खोली जाएगी। केवल उन कंपनियों की मूल्य बोली खोली जाएगी जिनकी पूर्व अर्हता बोली निविदा दस्तावेज में उल्लेख पात्रता मापदंडों के अनुसार स्वीकार्य होना पाया जाता है। मूल्य बोली खोलने की तारीख और समय अलग से तय की जाएगी और फैक्स अथवा ईमेल के द्वारा सूचित कर दी जाएगी। "राष्ट्रीय सहकारी विकास निगम", नई दिल्ली के पक्ष में देय - निविदा बयाना डिमांड ड्राफ्ट के रूप में ₹20,000/- (बीस हजार रुपये मात्र) की राशि देनी होगी। बयाना बिना निविदाओं को अस्वीकार कर दिया जाएगा।

निगम को यह अधिकार है कि वह किसी भी निविदा को स्वीकार या बिना कोई कारण बताए सभी निविदाओं को अस्वीकार कर सकता है।


(अनिरुद्ध सिंह)

निदेशक (सामान्य प्रशासन)

**National Cooperative Development Corporation
(General Administration Division)**

No:9-9/2007 -Genl.

Dated : 26.07.2024

NOTICE TENDER

National Cooperative Development Corporation (4, Siri Institutional Area, Hauz Khas, New Delhi – 110016) invites sealed tenders from contractors for the **“Hiring of Architect/Architect Firm for the RENOVATION OF Managing Director’s Secretariat & the board room at 7th FLOOR OF Main Building at NCDC”**.

ELIGIBILITY CRITERIA

1. The Architect Who is Registered Members of Council of Architecture, India, with valid registration.
2. The Architect should be registered with Council of Architecture, India for at least 7 years.
3. Valid GST registration no.
4. Experience of having successfully completed at least one similar works costing not less than Rs. 5.00 Lakh, or atleast two similar works costing not less than Rs.3.125 Lakh or at least three similar works costing less than Rs. 2.50 Lakh in Central Govt. / State Govt., Central Govt. PSUs, autonomous bodies and cooperative institutions of repute in last three financial years.

- Similar work means – consultancy charges of any project

Tender document (non-transferable) can be obtained from the NCDC office free of cost dated 16.08.2024 from 10.00 A.M. to 5.00 P.M. on any working day up to. The tender document can also be down loaded from NCDC website <http://ncdc.in>.

The tender (duly filled in, signed and stamped on each page), containing two envelopes i.e. prequalification bid & price bid separately in sealed covers for said work must be submitted to the office of the undersigned up to 3.00 P.M. on dated 16.08.2024 .The prequalification bids will be opened on the same date 16.08.2024 at 3:30 PM in the presence of bidders/their representatives. The price bid of only those firms shall be opened whose pre-qualification bids are found to be acceptable as per eligibility criteria mentioned in the tender document. The time and date of opening of price bid shall be fixed and intimated to the eligible firms separately.

The tender should be accompanied with earnest money amounting to Rs.20,000/- (Rupees Twenty thousand only) in the form of demand draft only in favour of National Cooperative Development Corporation and payable at New Delhi. The tenders without earnest money shall be rejected.

The Corporation reserves the right to accept any or reject all the tenders without assigning any reasons thereof.


(Anirudh Singh)
Director (GA)

पूर्व अहर्ता बोली

PREQUALIFICATION

BID

PARTICULARS OF THE CONTRACTOR/ FIRM

1.	Name of the Contractor/ firm, Address	
2.	Telephone/Mobile Number	
3.	Fax No./E.Mail	
4.	Date/year of commencement of business	
5.	Registration Certificate of appropriate class of CPWD/ State PWD/ Railways/ MES/ BSNL/ PSU's.	
6.	Latest Income Tax assessment form issued by the IT Dept. is to be enclosed.	
7.	Whether proprietary/partnership	
8.	Name & Address of partner, if any	
9.	PAN No. & GST Number of Contractor/Firm (photocopy of PAN/GSTIN is to be enclosed)	
10.	Details & Qualification of professionals, skilled manpower available with the contractor/ firm.	
11.	Particulars of DD/ towards EMD of ₹20,000/-	
12.	Details of work orders executed during last three years (attested copies of the Orders to be enclosed)	
13.	Any other relevant information	

**Signature of the Contractor/Firm
(Name & Address of the Contractor/firm with seal)**

(Please attach separate sheet/s, if required)

DETAILS OF EXPERIENCE OF THE SIMILAR CIVIL WORKS EXECUTED DURING THE LAST THREE YEARS

Sl. No.	Brief details of the work	Name & address of the owner	Amount	Date of completion	Name & phone no. of the contact person
				----- As per contract	Actual

Important Note:

Please attach copies of award letters & also performance certificates as proof of above information.

Signature of the Contractor/Firm

(Name & Address of the Contractor/firm with seal)

GENERAL TERMS & CONDITIONS. :

ELIGIBILITY CRITERIA

1. The Architect Who is Registered Members of Council of Architecture, India, with valid registration.
 2. The Architect should be registered with Council of Architecture, India for at least 7 years.
 3. Valid GST registration no.
 4. Experience of having successfully completed at least one similar works costing not less than Rs. 5.00 Lakh, or atleast two similar works costing not less than Rs.3.125 Lakh or at least three similar works costing less than Rs. 2.50 Lakh in Central Govt. / State Govt., Central Govt. PSUs, autonomous bodies and cooperative institutions of repute in last three financial years.
- Similar work means – consultancy charges of any project
 - The limited Tenders super-scribed with **“Hiring of Architect/Architect Firm for the RENOVATION OF Managing Director’s Secretariat & the board room at 7th FLOOR OF Main Building at NCDC”**. may be addressed and submitted to The Director (GA), National Cooperative Development Corporation, 4-Siri Institutional Area, Hauz Khas, New Delhi-110016.
 - The Tenderer should deposit an EMD of Rs.20,000/- (Rupees Twenty thousand only) by Demand Draft drawn on any scheduled bank in favour of “National Cooperative Development Corporation” and payable at New Delhi.
 - The tender should be sealed and rates should be quoted both in figures & in words in English in the Price bid. Corrections, if any, shall be made by crossing out, initialing, dating and re writing.
 - The rates quoted should be inclusive of all applicable taxes, Site visits, drawings, loading and unloading cost, material, labor etc. as per instructions.
 - The Corporation reserves the right to accept any or reject all the tenders without assigning any reasons thereof. Submission of bids in any other format/ Conditional Tenders will lead to rejection of tender.
 - **Validity of the tender**

The validity of the tender shall be Six months from the date of submission of tender.
 - **Scope of work**
The empanelled architect/firm must submit following details for the **“Hiring of Architect/Architect Firm for the RENOVATION OF Managing Director’s Secretariat & the board room at 7th FLOOR OF Main Building at NCDC”**.
 1. As Built and proposed Drawings (plan and elevation) of Managing Director’s Secretariat and board Room at 7th Floor.

2. Schedule of quantities for the whole renovation of Managing Director's Secretariat and board Room at 7th Floor.
3. The architect/firm must make themselves available for the meetings whenever called.
4. The architectural services should include Conceptual Floor plan, schematic drawing, and 3D views, walk through of interiors, architectural, MEPF working drainage drawing along with project supervision.
5. The firm should help in taking all statutory permissions for the floors.

- **Duration of Work**

The contract shall commence from the order placement and will remain valid till the final hand over of office space after completion of Interior work/Statuary requirements being executed by third party.

- If the tenderer fails to complete work, NCDC will have the discretion to forfeit E.M.D and the work awarded may be cancelled.
- The tenderers should note the site conditions before quoting. The site will be offered on AS IS WHERE IS for the execution of this job and it will be sole responsibility of the vendor to ensure that they abide by the various rules. Regulations, bye-laws and other statutory requirements etc. Imposed by the Government / semi-Government and / or other local authorities governing execution of this job.
- NCDC will not reimburse any charges for losses/damages suffered by the firm while execution of said work at any stage.
- The tender should be duly filled and signed on each page and submitted along with the following documents:-
 - a). Attested /Photo copy of GST registration issued by appropriate authority.
 - b). Demand Draft for EMD.
- No interest will be paid on Earnest money deposit on whatsoever grounds & reasons.

- **Submission of drawings and designs.**

The design calculation shall also be supplied by the bidder. The design can be got rechecked at the client's level (if required) & if there is any expenditure on this account the same shall be borne by the bidder.

- **.PENALTY FOR NOT COMPLETING THE WORK IN TIME**

In case the contractor fails to complete the work within the stipulated time or extended time, a penalty @ Rs.5000/- (Rupees five thousand only) per week may be imposed on the contractor. The penalty amount, if any, shall be recovered from any amount due for payment to the contractor. However, the penalty shall not exceed 10% of the Contract value. Besides, imposing penalty as above, the balance work may be got done by any other agency at the risk and cost of the contractor, after giving a single notice.

- **EXTENSION OF TIME FOR COMPLETION**

The contractor shall ensure timely completion of the renovation work. If the Contractor shall desire an extension of time for completion of the work on the ground of his having been unavoidably hindered in its execution or on any other grounds, he shall apply in writing to the owner with full details, within 30 days of the date of the hindrance on account of which he desires such extension as aforesaid. The contractor shall nevertheless constantly make his endeavors to prevent delay and shall do all that may reasonably be required to the satisfaction of owner to proceed with the work. NCDC shall, if in its opinion (which shall be final) reasonable grounds for extension exist, grant such extension of time as may, in its opinion be necessary or proper. The contract will be treated to be alive irrespective of time extension given or not unless it has been terminated with a notice under relevant clause. No compensation shall be payable by the owner to the contractor for any extension of time.

- **ACCEPTANCE OF THE OFFER BY THE CONTRACTOR:**

After receiving the confirmed offer from NCDC, the contractor will give his acceptance and execute an agreement on stamp paper of requisite value within ten days from the date of receiving the confirmed order. IN CASE THE CONTRACTOR FAILS TO EXECUTE THE AGREEMENT WITHIN SEVEN DAYS AS ABOVE, THE OFFER FOR THE WORK IS LIABLE TO BE CANCELLED AND THE EARNEST MONEY SHALL BE FORFIETED. In such particular case, the owner is free to award the offer to other party. Please note that the scope of work and terms and conditions etc. will form part of the agreement.

- **TERMINATION OF THE CONTRACT:**

NCDC may without prejudice to its rights against the contractor for breach of any of the terms and conditions OR unsatisfactory performance of the contract may terminate the Contract by giving **fifteen days single notice** in writing, besides any other action it may deem fit in the circumstances of the case.

- **MOBILIZATION & ADVANCE AGAINST MATERIAL**

No advance for mobilization or against resources will be given to the contractor.

- **ASSIGNMENT AND SUBLETTING**

The said work shall be executed by the contractor and the contractor shall not directly or indirectly transfer, assign or underlet the contract or any part, share or interest therein nor, shall take a new partner, without written consent of the owner. Non-compliance by the contractor of this clause will mean default in performance of contract.

The Contractor shall be solely and exclusively responsible for engaging or employing persons for the execution of work. All persons engaged by the contractor shall be on Contractor's payroll and paid by Contractor. All disputes or differences between the Contractor and his/their employees shall be settled by Contractor.

NCDC has absolutely no liability whatsoever concerning the employees of the Contractor. The Contractor shall indemnify Owner against any loss or damage or liability arising out of or in the course of his/their employing persons or relation with his/their employees. The Contractor shall make regular and full payment of wages and on any complaint by any

employee of the Contractor or his sub contractor regarding non-payment of wages, salaries or other dues, Owner reserves the right to make payments directly to such employees or sub- contractor of the Contractor and recover the amount in full from the bills of the Contractor and the contractor shall not claim any compensation or reimbursement thereof.

The Contractor shall comply with the Minimum Wages Act applicable to the area of work site with regard to payment of wages to his employees and also to employees of his sub contractor.

The Contractor shall advise in writing or in such appropriate way to all of his employees and employees of sub-contractors and any other person engaged by him that their appointment/employment is not by NCDC but by the Contractor and that their present appointment is only in connection with the construction contract with Owner and that therefore, such an employment/appointment would not enable or make them eligible for any employment/ appointment with the NCDC either temporarily or/and permanent basis.

• **CONTRACTOR TO INDEMNIFY THE OWNER**

The Contractor shall indemnify the Owner and every member, officer and employee of the Owner, also the Engineer-in-Charge/Site-in-Charge and his staff against all the actions, proceedings, claims, demands, costs, expenses, whatsoever arising out of or in connection with the works and all actions, proceedings, claims, demands, costs, expenses which may be made against the Owner for or in respect of or arising out of any failure by the Contractor in the performance of his obligations under the contract. The Contractor shall be liable for or in respect of or in consequence of any accident or injury to any workmen or other person in the employment of the Contractor or his sub contractor and Contractor shall indemnify and keep indemnified the Owner against all such damages, proceedings, costs, charges and expenses whatsoever in respect thereof or in relation thereto.

• **Terms of PAYMENT**

S.NO.	Stage as per of Schedule Services	Percentage Payable	Fee	Remarks
1	Engagement	10%		Payable on Award of Work by NCDC
2	Concept Submission	15%		Payable at Concept Presentation
3	Concept Approval by NCDC	10%		Payable on Concept Presentation Approval by NCDC
4	Tender Drawing and detailed Estimate Submission	15%		Payable after submission of BOQ and Drawings
5	Supervision Of Execution of Interior Work On Completion of 25% of Interior work (10%) On Completion of	40%		

	50% of Interior work (10%) On Completion of 75% of Interior work (10%) On Completion of 100% of Interior work (10%)		
6	On Final Completion and submission of all relevant Documents	10%	

- **Performance Bank Guarantee**

The tenderer shall furnish Performance Bank Guarantee for a sum equal to 5% of the order value in the form of Bank Guarantee for full contract period of work plus six months towards maintenance period.

- **COMPLETION OF WORK AND COMPLETION CERTIFICATE**

As soon as the work is completed in all respects, the contractor shall give notice of such completion to the site in charge or the Owner and within thirty days of receipt of such notice the site in charge shall inspect the work and shall furnish the contractor with a certificate of completion indicating:

- a) Defects, if any, to be rectified by the contractor
- b) Items, if any, for which payment shall be made in reduced rates
- c) The date of completion.

- **DEDUCTION OF GST AND INCOME TAX ETC.**

Income tax, GST or any other statutory taxes as per the Central/State Govt. rules will be deducted from the bills.

- **VARIATION CLAUSE**

NCDC reserves the right to omit any of the item(s) & increase or decrease the quantities of items to any extent given in the schedule and no claim in this regard shall be entertained.

- **Defect Liability Period**

The defect liability period under the contract shall be minimum 12 months from the date of taking over .If any defect noticed during this period, the same shall have to be replaced/rectified at contractor's own cost. The Corporation shall have right to forfeit/adjust the security deposite/payment as the case may be.

- **RATES FOR EXTRA ITEMS, DEDUCTION ITEMS, DEVIATION ITEMS, SUBSTITUTED ITEMS:**

The net cost of sub-head of works at the contract rates will not vary by more than 50% on account of deviations in quantities but an individual item within above limit may vary up to 100%. When the variations are within the above limits, the contract rates will apply. Deviation or variations beyond these limits shall be brought to the notice of owner by the contractor a month earlier to execution stage and to proceed to execute the deviation quantities on getting owner's approval and the rate allowable would be worked out on the basis of market rates of materials and labour (rates as per the notification of Delhi Govt.

labour Deptt.) plus fifteen percent for Contractor's profit & overheads. For the operation of this clause, sub-heads will be strictly as indicated in the Schedule of Quantities.

The priorities of working out the rates would be as under:

- i) If the rates for the additional, altered or substituted work are specified in the contract for the work, the contractor is bound to carry out the additional, altered or substituted work at the same rates as are specified in the contract for the work.
- ii) The rates will be derived from the rates for a similar class of work as are available in the contract to the extent the same is relevant to its part and for components beyond it at market rates of materials and labour(as per minimum wages of Govt. of Haryana). Books of analysis of rates, schedule of rates of CPWD will be referred to identify the components or parts of similar class of work.
- iii) In case of other items where no components is directly derivable from schedule of rates, market rates of material and labour (minimum wages of Govt of Haryana, labour deptt) as ascertained by the owner / CPWD analysis of rates shall be taken as the basis allowing only 15% margin for contractor's profit, supervision and overheads. The contractor will submit a rate analysis based on the market rates, original bill, vouchers etc. in connection with determination of such rates. Value of all variations will be intimated to the owner / Engineer-in-Charge in writing 7 days ahead of likely date of execution to obtain owner's consent in principle to execute the item. The opinion of the owner as to current market rates of materials and the quantum of labour involved per unit of measurement will be final and binding on the contractor.

- **ARBITRATION:**

Except where otherwise provided in contract all questions and disputes arising out of or relating to the contract, design, drawings, specifications, estimates, instructions, orders or these conditions or otherwise concerning the works or the execution or failure to execute the same whether arising during the progress of the work or after completion or abandonment thereof shall be referred to the sole Arbitration of the person appointed by the Managing Director, NCDC. There will be no objection to any such appointment that the Arbitrator so appointed is an owner's representative that he had to deal with the matter to which the contract relates and that in the course of his duties as owner's representative he had expressed views on all or any of the matter in dispute or difference. Subject to as aforesaid the provisions of the Arbitration and Conciliation Act, 1996 or any statutory modifications or re-enactment thereof and the rules made there under and for the time being in force shall apply to the Arbitration proceedings under this clause. It is also a term of the contract that the party invoking Arbitration shall specify the dispute to be referred to Arbitration under this clause together with the amount or amounts claimed in respect of each such dispute. The award of the Arbitrator shall be final and binding on both the parties. The venue of Arbitration shall be Delhi and only Delhi Court will have jurisdiction in the matter. The fees, if any, of the Arbitrator shall be required to be paid before the award is made and published and will be paid equally by the parties. The costs of the reference and of the award including the fees, if any, of the Arbitrator shall be at the discretion of the Arbitrator.

- **Execution of Agreement by successful bidder:**

In consideration of the amounts to be paid at the agreed rates, at the time and in the manner set and subject to the conditions mentioned herein below the contractor shall execute and complete the work shown in accordance with the drawings, description of items and technical specifications mentioned thereof. The successful bidder shall have to execute an agreement incorporating terms, conditions and schedule of quantities given in the Bid within

fourteen days of issue of letter by the owner communicating acceptance of his bid. In the event of failure on the part of the successful bidder to sign the agreement within the above stipulated period, the earnest money will be forfeited and the acceptance of bid shall be considered as cancelled. The agreement will be on format as per Tender Document and will be on a stamp paper of Rs.100/- or as per the legal requirement of the contract in New Delhi.

Signature of contractor -----

Name & Address _____

of the firm _____

with seal _____

AGREEMENT

Articles of Agreement made this ----- **Two thousand twenty Four** between National Cooperative Development Corporation (hereby known as NCDC) having its registered office at 4, Siri Institutional Area, Hauz Khas, New Delhi hereinafter called "owner" (which expression shall, unless it be repugnant to the context or meaning thereof, be deemed to include its successor or successors and assigns) of one part AND M/s. -----, hereinafter called "the Contractor" of the other part and where as owner has caused the specifications of the items & schedule of quantities, terms and conditions etc. describing the work to be done as per quotation containing sixteen pages and NCDC award letter No.NCDC:-----, the objectives of which have been assigned by or on behalf of the parties here to

NOW it is hereby agreed as follows:

1. The owner reserves to himself the right of altering the quantities and nature of work by adding or deleting any item of work or having a portion of the same carried out by the owner or otherwise and such alterations and variation shall be carried out without prejudice to this contract.
2. The said contract comprises the work above mentioned and all subsidiary works connecting their within the same site as may be ordered to be done from time to time even though such works may not be described in the terms and conditions, scope of work etc. of the tender document.
3. The said scope of work, terms and conditions etc., the work award letter and letter No. ----- hereto shall be read and construed as forming integral part of this agreement and the parties here to shall abide by, submit themselves to the conditions and perform the agreement on their part respectively in such conditions as contained.
4. Disputes arising out of or in any way connected with this agreement shall be deemed to have arisen in New Delhi.
5. Several part of this contract have been read by/to us and fully understood by us.

As witness whereof, we set our hands

Signed by Contractor

Name

Signed by the owner

Name

Witness

मूल्य बोली
PRICE BID

**National Cooperative Development Corporation
(Genl. Admin. Division)**

.....
 Performa for quoting rates "Hiring of Architect/Architectural Firm for the RENOVATION OF
 Managing Director's Secretariat & the board Room at 7th FLOOR OF Main Building at NCDC"

SI No.	Description of work	Rate (in ₹)	Amount(in ₹)
1	Submission of As Built Plan and Elevation drawing for the RENOVATION OF Managing Director's Secretariat and board Room AT 7 th FLOOR OF Main Building at NCDC		
2	Submission of Proposed Plan and Elevation drawing for the RENOVATION OF Managing Director's Secretariat and board Room AT 7 th FLOOR OF Main Building at NCDC		
3	Submission of Estimate or BOQ as per CPWD -DSR rate for the RENOVATION OF Managing Director's Secretariat AT 7 th FLOOR OF Main Building at NCDC		
4	Floor plan, schematic drawing, and exterior elevation, structural and working drawing, plumbing, electrical and drainage drawing along with project supervision.		
5	Supervision Of Execution of Interior Work		
6	Final Completion of statutory requirements if necessary		

(Signature of the agency with seal)

Total Amount in
words: _____

Note: i) Rates quoted should be inclusive of all applicable taxes, transportation costs/cartage, octroi, loading and unloading cost, stacking and placing, material, labour etc. at all leads and levels all complete

Signature.....
 Name & address.....
 of the firm.....
 (with seal).....