

***GUIDELINES AND INSTRUCTIONS FOR
SELECTION OF PROJECT
MANAGEMENT CONSULTANT***



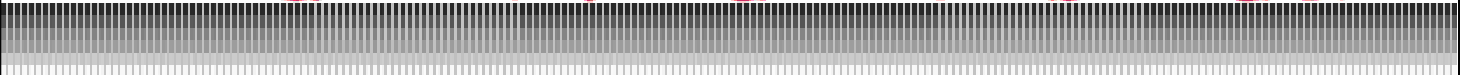
PMC DOCUMENT

**AUCTION & DEMOLITION OF FOLDED ROOF STRUCTURE
IN CSIR- CSIO, CHANDIGARH**

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DATE: 22/12/2022



Preamble and Selection Process

1.0 Preamble

1.1 The Central Scientific Instruments Organization, Chandigarh is a Constituent Laboratory of Council of Scientific and industrial research CSIO was established in 1959 in pursuance to a committee set up by the Planning Commission; CSIO became functional in 1963 with the establishment of Indo-Swiss Training Centre.

The mission of CSIO is to be a leader at national level for design and development of scientific and industrial instruments, devices and instrument systems; play a lead role in calibration and training of instrument technologists and be a custodian of instrumentation activity in the country.

CSIO's Mandate

- Research, design & development of scientific & industrial instruments, components and systems
- Service, maintenance, testing & calibration of instruments/components
- Human resource development in the area of instrumentation

1.2 It is proposed to engage a project management consultant (PMC) for handling the planning, execution auctioning of demolition works for distressed folded roof in CSIR-CSIO, Chandigarh having an area of 70,000Sq feet on as is where is basis. **The engagement / selection of PMC will be done based on selection amongst the PSU's only.**

1.3 PMC will coordinate with CSIO to prepare required planning.

1.4 These are specialized works included in the PMC, hence PMC jobs is to review study & analysis the scheme, data sheet, resone price estimates of related scope of work submitted by CSIO.

The PMC will plan for:-

- **Planning of auction**
- **Preparation of tender and execution of auction of e-tender platform.**
- **Smooth conduct of demolition**
- **Supervision**
- **Coordination with execution agency so that work is completed**

2.0 Selection Process of Project Management Consultants:

The PMC will be selected based on the lowest bids CSIO.

2.1 Eligibility

PSU's Who have submitted Technical bids and financial to CSIO are eligible to make.

2.2 The PSUs will cover the following aspects in their technical bids: -

- (i) Handling Project Management Consultancy of a project of similar type, size & magnitude bringing out complex nature of the project and expertise of PMC in handling it in last 5 years
- (ii) An overview of PMC capabilities in handling project of this nature.
- (iii) PMC vision and management planning to be adopted from Conceptualization to the completion for this project.
- (iv) PMC is required to present the various implementation strategies starting from conceptualization to the completion, phasing overview, auction.

2.3 Financial Bid:

All the participants will be required to quote their consultancy fee on % basis of Reserve Price fixed by CSIO in Indian rupee for providing their project management services. The detailed scope of work and agreement format containing other terms & conditions are detailed in Chapter-4, 5 & 7. The Financial Bid will be submitted by the PSUs in a sealed cover along with the Technical Bid.

2.4 Instructions for submission of Technical & Financial bid:

PACKET-1: Technical bid should include the followings in a sealed cover:

- All accompanying documents, reports, etc describing Implementation strategies starting from conceptualization to the completion , phasing, development approach, time management etc especially for auction of buildings. It should be clearly written “TECHNICAL BID” on the top of the cover of Packet-1.

PACKET-2: Financial bid as per the format enclosed in the Annexure-’B’ at page-.....

Should be packed together in a plain brown paper and sealed. It should be clearly written “FINANCIAL BID” on the top of the cover of Packet-2.

2.5 Disqualification

The selection committee may disqualify the bids on account of the following reasons:

- A). If received after the last date and specified time.
- B). If the firms disregards any of the terms & conditions of the bid.
- C). If the participants attempts to influence any member of the selection board.

The decision of the selection committee in the matter of disqualification shall be final and binding on the firms.

2.6 Termination of the bid

(a) Against all expectations entertained by CSIO, Chandigarh if none of the participating firms could be declared by the CSIR-CSIO as the winner of the bid, the bidding will be regarded as terminated.

(b) The Director CSIO reserves right to accept or reject one / all bidders including the lowest bidder without assigning any reason(s) whatsoever. The Central Scientific Instruments Organization, Chandigarh is not bound to accept the lowest bid.

2.7 Award of Work

The work of Project management consultancy services will be awarded as per recommendation of the CSIR-CSIO. The firm whose financial bid is the lowest will be awarded the PMC work.

2.8 Settlement of Disputes

The decision of the Selection Committee shall be final & binding on participating firms. In the event of dispute related to the judging procedure or the award of the selection committee the same shall be referred to the Delhi International Arbitration Centre (DIAC), Delhi High Court instead of DG CSIR.

2.9 Time Schedule

- 1) Sale of PMC document to listed PSU's from office of S.E.(Civil) E Portal----- 03.01.2023 to 21.01.2023
- 2) Date & time of submission of----- **21.01.2023 at 3.00PM**
Technical & financial bid
- 3) Date and Time of opening of Technical Bid on E Portal----- 23.01.2023

2.10 Additional Information:

- Director, Central Scientific Instruments Organization, Chandigarh reserves the right to :
 - Postpone and / or extend the date of receipt of or to withdraw the bidding notice Without assigning any reason thereof, entirely at the discretion of the CSIR. In such an event, consulting firms shall not be entitled to any compensation in any form whatsoever.
 - Reject or accept bids; and
 - Cancel the bidding process and reject all or any of the bid and will not be bound to accept
 - Lowest or any bid or to give any reasons for the decision in the consultation with the selection committee.

- This document is non - transferable.
- In case, the last date for submission & opening of bids is declared as a public holiday, the next official working day shall be deemed as last date of submission and opening of bids without any change in time indicated. No separate notice to this effect shall be issued.

Part --1

Scope of Work of Agency Executing

The work includes demolition of 70,000 Sq. feet building, demolition of all services, water tanks, furnishings, fire fighting etc. The agency will carry out demolishing carefully in controlled way with latest mechanical means without destroying adjoining structure. The agency will clean all the spaces after removal of malba and handover the space to CSIO.

The agency will take out all material with permission of CSIO. The demolition must be dust proof and without any disturbance to working lab.

The agency will deposit the PG along with tender and will also deposit entire amount of auction before start of work.

The PG will be returned after completion of work complete including clearing of site.

Part --2

- 1) Scope for PMC
PMC will coordinate for smooth auction of buildings by floating tenders on e-auction basis.
- 2) The PMC will carry out supervision for smooth demolition and auctioning of all material
- 3) The PMC will coordinate with agency and sort out issue if any arising out of demolition.

Scope of work for civil work

1. The purchaser shall within 7 days of the acceptance of the tender pay to the department the full amount of the tender cost plus applicable VAT/applicable taxes by means of Demand Draft of any scheduled commercial bank drawn in favor of the Director CSIR-CSIO Chandigarh.
2. Full details of the buildings sold having been obtainable from the Engineer-in-Charge and by inspection of the purchaser shall be deemed to have full knowledge thereof and shall have no claim on account of shortage and shall give an acknowledgement of having received the buildings sold on the same being handed over on acceptance of tender.
3. The structures should be demolished only up to the ground level. Within four month from the date of acceptance of the tender, the purchaser shall at his own expenses and under his own arrangement such as tools, plants and scaffolding remove from the site all the dismantled materials including rubbish and leave the site clear and tidy in all respects to the satisfaction of the Engineer-in-charge who shall always have access to the due site. On t purchaser' failure of the execution of the said work, the Government may terminate the contract and/ or get the said work executed at the risk and expenses of the purchaser.
4. The purchaser shall be responsible for any damages done in the demolition and indemnify the CSIR-CSIO against any claims on account thereof including their party and workmen's compensation claims. If damage is done to the said property or any adjoining property Engineer-in-charge shall be entitled to get it rectified at the risk and cost of the purchaser or treat the default as a ground for terminating of the contract.
5. The purchaser shall acquire no interest in the land on which said building off demolition exists except the license to enter the compound for the purpose of demolition only as aforesaid and the purchaser shall not be entitled to reside or allow any on reside or remain on the property.
6. The contract shall not be assigned without the consent in writing of the Engineer-in-charge.
7. No work shall be done before 07.00 am and after 7.00pm or with necessary notice/permission from the Engineer-in-charge.
8. The building shall be at the risk of the purchaser from the date of acceptance of the tender.
9. If the purchaser fails to observe or to perform provisions of the contract or becomes insolvent or make arrangements with creditors or if any bribes, gratuity, gift, loan, perquisite, regard or advantage, pecuniary or otherwise, shall either directly or indirectly be given, promised or offered by the purchaser or the purchasers servants or agents to any way relating to his office of employment or if any such officer or in the contract without notice and without prejudice to recovering from the purchaser of any loss thereby incurred.
10. No minor shall be employed in the work of demolition work. The contractor shall pay his labourers not less than the minimum wages paid for similar work in the neighborhood.
11. In the case of tender by partners, any change in the constitution of the firm shall be forthwith notified by the purchaser to the Engineer-in-charge for his information.
12. The entire structure, as per site/drawings, will have to be demolished and the site cleared within four months from the date of acceptance of the tender/ or handing over of buildings for demolition, whichever is later.
13. The dismantled materials shall be stacked at site and will be taken away after the receipt of written order from the Engineer-in-charge.

14. The purchaser/demolishing agency is required to stack the reinforcement bars, bricks, GI/CI pipes, door window frames and shutters, concrete, sand, aggregate etc obtained from dismantling/ demolishing work at suitable space inside the campus. The said materials shall be allowed to be taken out of the demolition site only after removal of rubbish/ malba and other waste materials of the building from the said site of CSIO.
15. The purchaser shall submit the demolition plan along with the approach thereof and execute the plan on finalization by the Engineer-in—charge.

- 1) Precautionary measures need be taken prior to taking up actual dismantling of a structure. All the persons engaged for the demolition work shall be adequately insured and labour license obtained in respect of them by the purchaser at his sole cost and responsibility.
- 2) While demolishing the existing unsafe buildings, any nuisance to the neighborhoods shall not be created and damage to the other adjacent buildings shall not be done. Since some the building standing on the same plot of land shall remain functional throughout the demolition work, buildings to be demolished shall be dismantled by parts and in pieces. The dismantled materials/ scaffolding shall not be stacked in the common area. Due care shall be taken to ensure that all other installations like, street light poles, feeder pillars, fire hydrants, etc. shall not get damaged.
- 3) The buildings to be dismantled may have some damaged or cracked members not expose to vision. Hence, prior to commencement of dismantling, elaborate examination of the structure need be made to find out any such thing, if any and taking precautionary measures by adequately protecting the part of the structure by temporary supporting structures by propping etc. shall be done to prevent collapse of the structure or its part during the operation of dismantling.
- 4) The area of the site with the structure and at least 5.0 m around beyond the structure should be barricaded before commencing any demolition activity. Signs displaying that the structure is under demolition and proper lighting arrangement with red alert lights should be provided. All the existing trees, shrubs, horticulture work, etc. which is likely to get damaged during the operation of dismantling shall be shifted to some other safe location on the same plot of land, as far as practicable.
- 5) All the service connections, like electric supply, water supply, gas supply, telephone, sewer, fire fighting hydrants, gardening hydrants, etc. shall be disconnected prior to any demolishing activity at site. Since these service connections are common to all the buildings, care is required to be taken for NOT disconnecting the services to functional buildings. This disconnection shall be done by the department within three days after receipt of written requisition from the purchaser for each building in a phased manner.
- 6) All actual commencement of demolition work and proper signs, displaying the arrangement that demolition work is in progress, should be placed at prominent places.
- 7) It is always desirable that the demolition work should preferably be done during daytime. However, if such work has to be carried out at night, proper prior permission from Engineer-in-Charge shall be obtained apart from making proper lighting arrangement with warning signals and red alert signals. Watchmen should be necessarily provided to avoid probable accidental injuries, if any, to workers or members of public at large.
- 8) Quick removal of the dismantled materials is necessary so that the space inside is free for movement of the workers and vehicle as and when necessary. The entrance and exit of the site must be kept free to ensure quick removal of the dismantled materials.

- 9) Fragile materials like glass etc. fixed on the structure shall be removed earlier separately before actual commencement of demolition of structure.
- 10) Frequent checking of the temporary supporting structures need be made to avoid any disaster from them.
- 11) Materials of dismantled building, rubbish, malba etc. shall be removed and disposed of outside Campus/ RBI site as soon as it accumulates in one removable unit(truck/tempo load) of quantity either by mass or volume or even less than that whenever specifically directed by the Engineer-in-Charge.
- 12) During the course of demolition, if any mishap occurs, it will be entirely at the demolishing agency's risk and cost and peril and any compensation payable is to be borne by the demolishing/ purchasing agency.
- 13) The demolition activity is to be planned in such a way that it produces the least noise.
- 14) The dust during demolition is to be restricted by spraying water to avoid particulate pollution in the air.
- 15) Necessary care should be taken while disposal of rubbish/ malba/ debris/ dismantled materials that there will not be any spillage. The vehicle carrying such materials should be duly covered/ equipped with suitable arrangement.
- 16) Necessary permission to dump debris on the dumping ground, if any, may be obtained by the purchaser (bidder/contractor) from the concerned authority at his own cost.
- 17) All the workers engaged in demolition activity shall be got suitably insured by the bidder/demolishing contractor under his sole cost and responsibility by paying necessary consideration/ premium for the same.
- 18) The entire work from arranging the precautionary measures to clearing the site including removal of the dismantling materials should be programmed carefully with due consideration of the sequences of the activities and their required duration, so that the work may be carried out smoothly and no hindrance to the work is caused during progress of the work.
- 19) The dismantling shall be carried out systematically and from the top downwards, story by story. Lowering of the dismantling material from the upper floor also shall be done carefully and the system to be adopted need be monitored properly to avoid any accident.
- 20) The structure shall be cleared off by demolishing up to ground level including flooring C.C. Tiles, paver blocks, base concrete etc. all pieces of bricks, mortar, concrete and any rubbish of dismantlement shall be cleared off from the campus completely with the satisfaction of Engineer-in-Charge.

21) No entry to the site to the Demolishing Agency/ his representative/ worker shall be allowed without production of appropriate identify proof. They should use existing entry/exit arrangement prevailing at site. Entry permission will be issued by CSIR-CSIO.

22) **Force Majeure Clause:**

If, any time during the continuance of this Agreement, the performance, in whole or in part, by either party, of any obligation under this Agreement be prevented or delayed by reason e of any war, hostility, act of public enemy, civil commotion, sabotage, fires, floods, explosions, epidemics, quarantine restrictions, strikes, lock-outs, Technical and / or connectivity failure which is entirely beyond the control of CSIR-CSIO etc. or acts of God (hereinafter referred to as 'events') provided notice of happening of any such eventuality is given by the affected party to the other within 21 days from the date of occurrence thereof, neither party shall be reason of such event have any claim for damages against the other in respect of such non-performance or delay in performance, provided further that if the performance in whole or part of any obligation under this Agreement is prevented or delayed by reasons of any such event for a period exceeding sixty days, the parties shall try to arrive at an amicable settlement, failing such settlement the Principal may terminate this Agreement at its sole discretion and at such event MSTC shall be bound to pay all the expenses and other moneys recovered from the bidders to the Principal forthwith.

23) **Termination:**

This Agreement shall be subject to termination with clear 3 (three) calendar months' notice in writing from either side before the expiry of the contract.

CHAPTER – 4

SCOPE OF PMC SERVICES

4.0 Broad Scope of Work

4.1 PMC shall be required to manage the entire project upto completion as per requirements, specifications & conditions laid down by CSIO.

4.2 The details of the project i.e. Construction of New Guest house at CSIO is given in Chapter 1, 2, & 3.

4.3 The activities under the scope of work of PMC shall broadly include but not limited to the following:

4.3.1 Drawings & Design Stage

- An Architect for preparing designs/ drawings of the building and services , preliminary & detailed designs & drawings for external services & development works has been appointed. The broad terms and condition and scope of Architect is already stated in PrePage. PMC will be required to coordinate with architect/CSIO for implementing the entire scheme .The PMC will obtain the NOC from local authorities, estate office, chief architect office, Chief electrical inspector. However CSIO will provide assistance wherever required.
- **4.3.1.1 Review of Preliminary Proposal Stage**
 - Review, study and analyze the drawings & structural design provided by Architects to ensure that these are in conformity with the requirements of buildings & needs of CSIO.
 - Study location in depth to facilitate integration of the requirements of CSIO.
Project Schedule preliminaries.
 - Alternatives in budget proposals.
 - Project coordination chart.

4.3.2 Planning Stage:

4.3.2.1 PMC shall **review , study and analyze** the briefs, designs, concepts, **preliminary** and **detailed** designs, drawings & estimates submitted by Architects before recommending it for approval of CSIO .Only thereafter PMC shall prepare tender documents, issue NIT, process & award the civil & services (Internal & external),speciliased Jobs etc works and get them executed as per specifications & requirements generally on provisions of CPWD manual,BIS codes and by following its own procedures for implementing the contracts. PMC shall enter into an agreement directly with the contractors.

4.3.2.2 PMC will provide its consultancy services **if required** to get necessary soil investigation studies if already not done to ascertain bearing capacity of soil, sub-soil water levels for structural designs, to ascertain the soundness of various structural member/ portion to be retained by non destructive tests. It will also get hydrological tests done **if required** for ascertaining the availability, quality and quantum of water. The cost incurred on soil investigation & hydrological test shall be borne by the owner.

4.3.2.3 PMC will supervise the specialized services by associating or engaging the consultant of respective field for review study and analyses, of designs, concepts, preliminary and detailed designs, drawings & estimates submitted by Architect/ consultant before recommending them for approval of CSIO. Thereafter PMC shall prepare tender documents, issue NIT, process & award the services works and get them executed as per specifications & requirements generally on provisions of CPWD manual by following its own

procedures for implementing the contracts. PMC shall enter into an agreement directly with the contractors.

4.4. Execution Stage:

4.4.1 The PMC will provide the following detailed services during execution stage.

4.4.2 Pre Construction Stage

- Prepare relevant documents to pre-qualify the vendors / construction agencies of various works & services.
- Process the pre-qualification of vendors as per CPWD guidelines by following its own procedures.
- Get the soil investigations and hydrological studies done if required as per requirements and finalize the drawings / designs based on the results / reports.
- Create detailed tender documentation with all tender drawings, Bill of quantities and specification for floating tenders and inviting bids by following its own procedures.
- Hold vendor interaction meetings, pre bid meetings and ensure clarity on queries generated.
- Analyze the received bids as per its own (PMC) procedures for award of work for various packages of Project after approval of its competent authority & **inform CSIO about award of work.**
- Furnish Financial & Physical progress reports as required by CSIO based on predetermined formats & time schedules.
- Receive and open the bids and process further for award of work.

4.4.3 Construction Stage

- Prepare detailed coordinated construction schedule.
- Provide list of drawings that shall be released for the project **after taking from Architect** with a detailed drawing schedule in accordance to the agreed construction and Project schedule in consultation with Architects.

- Arrange detailed construction drawings for execution of work at site from architect.
- To ensure construction drawings are finalized after coordination with other disciplines and all Vendors to have clear demarcated responsibility.
- Day-to-day supervision of work to ensure proper quality, workmanship and timely completion of the work by employing adequate engineers & supervisory staffs as per sound engineering practice. PMC will also depute its financial officers as a part of the project team for vetting / checking and pre-auditing the bills as per its own procedures.
- PMC will Conduct site meetings and coordination meeting with all vendors, consultants and **Architects**.
- Carry out quality assurance checks and adhere to maintain Quality report.
- Co-ordinate with Architects and their sub-consultant(s) for timely completion of the project.
- Fully responsible for getting the project work executed as per drawings & specifications and should also ensure completion of Job, quality expectations, within sanctioned cost outlay of the project. In case of any deviation from the preliminary approved drawings during execution of works of the same shall be referred to CSIO for approval.
- Interact & Liaise with CSIO to understand, integrate and link the advice/suggestions to the building services.
- Provide detailed justification for necessity of changes in terms of design, quantities, and specifications etc & obtain approval thereof from CSIO. In case there is likelihood of excess expenditure over the approved preliminary estimates. At any stage of work PMC shall submit revised detailed estimates along with justification for effected items of work for approval of CSIO .CSIO shall release further funds as per these approved revised estimates.

- Provide quick clarifications to designs or details that have been provided vide drawings or immediate solutions to the clarifications sought by the Vendors/Contractors.
- Certify and authorize payments for works awarded by CSIO duly pre-audited by its (PMC) finance for the work done as per approved procedures, and maintain all related & relevant records. However for all contracts awarded by PMC, the payments will be released by PMC as per its (PMC) own procedures.
- Ensure all statutory inspections and checks.
- PMC shall be fully responsible for dealing with the Arbitration cases, if any, or contracts entered between various agencies. PMC will prepare claims/counter claims, attend hearings and provide all necessary assistance to the Arbitrator till final settlement of disputes which shall be as per PMC,s own procedures by following Arbitration & Conciliation act 1996. It shall be the sole responsibility of PMC to defend the case provided there is no fault /negligence/delay on the part of CSIO on any matter whatsoever for which dispute has arisen between two parties. The cost of arbitration/litigation, if any, shall be borne by PMC.
- PMC shall take all necessary steps to safeguard CSIO/CSIR interest while awarding the works to the contractor.

4.4.4 Post Construction Stage

- Witness testing & commissioning of all utilities and certify the same.
- Arrange to furnish, certify & approve 'As built drawings'.
- Provide project completion certificate.
- Co-ordinate with vendors/ contractors and arrange for user operation & maintenance manuals and training to client's representatives.
- Provide a hold-up lists and schedule completion for these hold- ups.
- Negotiate with vendors for Annual Maintenance Contracts, retention periods and guarantee time frame, if required.

- Provide adequate engineering and supervisory staff for day to day inspection / monitoring of works and during Defect Liability Period and issue of timely notice to vendors/agencies for rectification of defects, if observed.
- Any other activity that is deemed necessary for the project execution & completion, but not included in the above-mentioned list shall form the part of scope of work of the PMC and the decision of CSIO shall be final in this regard.
- PMC to prepare documentation of the design basis report(s) and also be responsible to prepare the documentation of the various designs and detailed drawings including preparation of CDs for record / archiving purposes.

4.4.5 Payments to the contractors/ vendors

CSIO will deposit up to 25% (twenty five percent only) of the total estimated cost of the project as initial deposit with PMC. Out of this deposit received, PMC will release the payments to the various contractors .Whenever about half of the initial deposit is spent by PMC; CSIO shall provide additional funds, on demand by PMC. For timely completion of works. At any time, PMC is not expected to spend its own funds for the project .If any interest accrues on the deposit/advance given by CSIO, then the same shall be credited to project account by PMC. After the execution of works, an expenditure and utilization certificate will be forwarded by PMC in an approved CPWD format. However final payments (except advance) will be on reimbursement basis instead of utilization certificate.

4.5 Working Procedure during Implementation of Project

- PMC shall check the preliminary & detailed estimates if prepared by Architects and get themselves satisfied before finalizing it. PMC shall prepare the tender documents consisting of NIT, GCC, SCC and BOQ for different phases and shall ensure self sufficiency of tender documents to eliminate any discrepancy between the intent of the

specifications those of the various items of BOQ and Estimates etc. based on architectural drawings.

- PMC shall call the tenders, process the tenders for approval by its own competent authority and thereafter award the work to contractors / Vendors as per its own procedures.
- PMC shall be nominated as the “Engineer” for all contracts entered into between CSIO PMC wherein the power conferred on “Engineer” in terms of the said work contract shall be exercised by PMC.
- Maintain records as per “Quality plans” finalized during execution of the works. Produce such records for CSIO audit, or an audit by CSIO designee, upon request, throughout the term of this Agreement. On the completion of the project, records shall be handed over to CSIO.
- Checking and inspection of quality of materials and workmanship, deployment of Lab our force of the contractor and giving suitable instruction for proper execution of works.
- Certification of Quality, measurements & payments of bills of all contractors/agencies/vendors as per the terms of the order placed by PMC.
- Administration of all contracts and resolution of difference and disputes, if any.
- Final inspection, checking/ supervision of testing, commissioning of various systems and assist CSIO in taking over of various parts of works and of various systems.
- PMC shall appraise the progress and/ or activities of the Vendors & project on monthly basis to CSIO in review meeting and prepare and submit Progress Reports as per approved format.
- Agencies on the site along with their labour deployment, equipment & materials at site & their time schedules, Current works in hand, any other relevant critical items influencing the progress of work, including weather etc.
- PMC would be responsible to have all mandatory tests on materials carried out at various stages from approved and certified labs for such

purposes as per applicable codes of Bureau of Indian Standards & maintain such records.

- An exceptional report for failure of tests (if any) along with remedial/ corrective action.

4.6 Other Responsibilities of PMC

- Settlement of all accounts of the contractors including reconciliation of materials supplied to the contractors if any.
- Ensuring of defect liability activities by the contractors during the respective liability periods.
- Providing to CSIO “As-built drawings” of the project for purpose of record .
- Organizing/providing all operation and maintenance manuals through contractors and training to the CSIO staffs.
- Preparation of Final Report, which shall contain technical & financial information of the project.
- All records related to the PROJECT & maintained by PMC during PROJECT execution shall be handed over to the CSIO on completion of the PROJECT.
- PMC will ensure all possible mandatory test at site.
- Checking & finalization of final estimates, assisting in the audit/ technical observation etc (if any).
- Conduct Arbitration matters between various agencies till final settlement of disputes.
- PMC shall prepare replies to the observations if any made by CTEs branch/ CAG Audit/ Vigilance..
- PMC scope shall include the provision of dismantling, & reinstallation of existing fittings and fixtures **if any** which are to be used including obtaining of mandatory approvals from local bodies. The dismantled material will be stacked at a lockable place in CSIO.however the dismantled material will be entire property of CSIO.
- PMC shall obtain completion certificate & other necessary approvals from concerned authorities through appointed Architect & handover the campus complete in all respect, free from all encumbrances including the vacation of temporary workers’ hutments etc at site, if any to the CSIO.

- PMC will maintain all registers/records during execution of works as stipulated in CPWD works Manual – 2007 reprint 2010.
- At the end of every financial year and at the end of the project, PMC will submit an expenditure and utilization of funds statement in the format of CPWD Manual. However final payments (except advance) will be on reimbursement basis instead of utilization certification.
- **4.7 Obligations of CSIO**
- **To provide assistance to the extent possible to PMC for getting clearance from concerned statutory authorities. However the responsibility for getting such statutory clearance will rest with the PMC through Architects.**
- The CSIO shall designate in writing a representative or representatives, authorized to act on its behalf with respect to the project. This designated representative shall interact with PMC on all matters.
- To provide assistance to the extent possible to PMC for obtaining electrical and water connections.
- All contracts for execution of construction works shall be signed by PMC with the various agencies. The following clause shall be added in the contracts to be awarded by PMC “PMC is awarding this work on behalf of CSIO/CSIR. In case M/s..... (PMC) cease to be PMC, the right & responsibility of M/s..... (PMC) in the contract shall get transferred to CSIO/CSIR & CSIO/CSIR or their nominated agency shall operate this contract’.
- CSIO shall hand over the site to PMC for execution of the work.
- To pay bills of PMC duly pre-audited & certified by PMC, within 10 days of their submission.

4.8 Time of Completion of the Project.

The Project Management Consultant will get the entire project completed within a period of 15 months. The time shall commence from the tenth day of award of work to PMC and it will be expected to achieve progress on pro-rata basis as agreed between CSIO and PMC. The PMC will be required to prepare the detailed time schedule based on the total completion period of 15 months for the project. The entire project will be divided into activities and events and CPM /PERT charts will be prepared by PMC. Monitoring on monthly basis will be carried out by them. PMC will submit monthly monitoring of progress to CSIO along with their events and recommendations. In case of delays in any activity then the PMC will suggest & recommend remedial measures in order to get the project completed within stipulated time.

CHAPTER – 5

GENERAL TERMS & CONDITIONS OF CONTRACT

ARTICLE 1 DEFINITIONS

For the purpose of this CONTRACT, unless otherwise specified or repugnant to the subject or context, the following terms shall be deemed to have the following meanings:

- 1.1 "ARCHITECTS" shall mean the firm of architects engaged for the PROJECT, within the expression shall unless repugnant to the context or meaning thereof includes Director/directors of the firm, the survivors or heirs, executors and administrator.
- 1.2 "AUTHORISED REPRESENTATIVE" shall mean the representatives of "OWNER" and/or PMC as the case may be who are duly empowered and authorized by their respective organizations to act for and on their behalf.
- 1.3 "CONTRACT" shall mean this CONTRACT including all Annexure hereto and all documents herein attached and amendments which the PARTIES may hereafter agree in writing to be made to this CONTRACT.
- 1.4 "CONTRACTOR" shall mean the agency(ies) appointed by PMC for executing various civil & services works.
- 1.5 "DATE OF ACCEPTANCE" shall mean the date on which OWNER confirms written acceptance of PMC's SERVICES after having completed them in all respects. In case owner fails to confirm in writing acceptance of PMC services then within 90 days of completion of the said services it shall be deemed to be accepted.
- 1.6 "OWNER" shall include CSIR, its successors, permitted assigns and **CSIO**, a laboratory of Council of Scientific and Industrial research (CSIR) located at New Delhi-12.
- 1.7 "PARTIES" shall mean OWNER and PMC each one individually referred to as PARTY.
- 1.8 PROJECT MANAGEMENT CONSULTANT (PMC) shall mean ----- having its registered office at -----." who shall be the implementing/executing agency for designing & construction work by following its own procedures.
- 1.9 "PROJECT" shall mean the buildings, other facilities & allied works for the use of CSIO & to be constructed at CSIO campus, Chandigarh.
- 1.10 "PROJECT COST" means the assessed cost of the project excluding the cost of land, PMC fee, Architect Fee and Payments made for statutory approvals.
- 1.11 "SERVICES" shall mean the responsibilities to be discharged by PMC for fulfilling its obligations under this CONTRACT.

ARTICLE 2 COMPLETION OF PROJECT

- 2.1 When the construction of all the buildings along with other site development works are completed in all respects i.e. all civil & services works are completed, equipments installed & aligned, and statutory approvals obtained etc., PMC shall notify the OWNER in writing that the Project has been completed in all respect.
- 2.2 Upon notification of completion of buildings/works in writing by PMC, CSIO will inspect the same prior to the occupancy. Any defects observed shall be informed to the PMC at the earliest and within 90 days. . The PMC shall ensure the rectification of such defects prior to the occupancy at no extra cost to the owner.
- 2.3 The date of acceptance by CSIO as aforesaid along with No objection certificate (**NOC**) for occupation from statutory authorities)shall be deemed to be the date of completion of the Project (hereinafter called COMPLETION) for the purpose of this CONTRACT. However this does not exclude the responsibility of the PMC to obtain the completion certificates through Architect and submit to the owner and also their responsibility for the defect liability period.

ARTICLE 3 CHANGES AND ADDITIONS IN PMC SCOPE OF SERVICES

OWNER shall have the right to request PMC in writing to make any changes, modifications, deletions and/or additions to PMC scope of SERVICES. PMC shall consider such written requests and will work out the estimate of price and time adjustment on account of such changes, modifications, deletion and/or additions sought by OWNER. Unless PMC receives written authority from OWNER with agreement on variation in prices and time schedule, PMC will not be obliged to proceed with any such variation in the scope of SERVICES.

ARTICLE 4 DRAWINGS AND DOCUMENTS

OWNER shall use all drawings, designs, specifications and documents including transparencies prepared by Architect and PMC for the purposes of construction, operation and maintenance of the building.

ARTICLE 5 GUARANTEES AND LIABILITIES

- 5.1 PMC guarantees that the SERVICES as specified/described under the scope of PMC in this CONTRACT, and technical documents to be developed by PMC shall be in accordance with sound and established engineering practices, using International Standards and Indian Codes and Regulations, (government) wherever applicable, for the purpose(s) specified, free from defects and suitable for respective uses intended.

5.2 *LIMITATION OF LIABILITY*

Except where otherwise specified in PMC scope of work PMC's liability under this CONTRACT for all guarantees or warranties of whatsoever nature, whether expressed or implied, and for all causes whatsoever shall be limited to getting the things rectified without additional fee to the owner.

- 5.3.1 Nothing in the CONTRACT shall be construed to have imposed any liabilities on PMC, for defects or otherwise, if PMC has to depend on data, process, technical information and/or material or equipment to be supplied by OWNER and/or by others on behalf of OWNER and if any part or parts thereof are found to be misleading, inaccurate incomplete, unsatisfactory or deficient for any reason or circumstance beyond PMC's control.

ARTICLE 6 *GOVERNMENT LEVIES*

PMC remuneration shall be inclusive of statutory levies imposed up to the date of submission of bid by PMC, by Government of India, such as Service Tax, etc. as applicable on PMC from time-to-time. However, the consultant shall be reimbursed any other future tax including revision in the service Tax imposed by central/ state Govt. subject to submission of proof of payment of such taxes.

The reimbursement to PMC will also include any statutory taxes / levies arising due to award of works by PMC to contractors directly.

ARTICLE 7 *INSURANCE*

- 7.1 Insurance by PMC at its own cost: Workman's compensation insurance, covering all employees of PMC for statutory benefits as set out and required by local law in the area of operation or area in which PMC may become legally obliged to pay benefits for bodily injury or death.

ARTICLE 8 *INDEMNITY*

- 8.1 PMC shall hold harmless and indemnify the OWNER, against any claims or liability because of personal injury including death of any employee of PMC and arising out of or in consequence of the performance of this CONTRACT.
- 8.2 OWNER shall not be responsible for any loss or damage to property of any kind belonging to PMC or its employees, servants or agents.
- 8.3 OWNER shall hold harmless and indemnify PMC against any claim or liability arising in respect of:

8.3.1 Injury to or death of Owner's employees, agents and contractors other than engaged for building related activities excluding only employees of PMC, howsoever caused; and

8.3.2 Loss of or damage to the property of OWNER, Owner's employees, agents and contractors other than engaged for building related activities except those belonging to PMC or its employees.

ARTICLE 9 SECRECY

9.1 OWNER shall not disclose to any third party, any Technical Information, data, design, drawings, plans, specifications, etc. received from PMC at any time either in whole or in part, shall use all reasonable efforts to preserve the secrecy of the above Technical Information and shall not use the same for any purpose other than the construction, maintenance and operation of the services. However, the disclosure of such Technical Information to Government of India or Statutory authorities of Government of India shall not be deemed to be a violation of the Secrecy understanding contained herein.

9.2 The above undertakings shall not, however, extend to any such Technical Information which:

9.2.1 is in the possession of OWNER prior to receipt of the same, directly or indirectly from PMC.

9.2.2 is received by OWNER without any secrecy obligation.

9.2.3 is or has become part of the public knowledge since receipt of the same, directly or indirectly from PMC

9.3 PMC shall likewise have secrecy obligations in respect of confidential information provided by OWNER.

ARTICLE 10 FORCE MAJEURE

10.1 Any delay in or failure of performance by a PARTY shall not constitute default hereunder or give rise to any claims for damages against said PARTY if and to the extent caused by reasons which are beyond the control of the said PARTY, including but not limited to acts of God, strikes or other concerted acts of workman, power cuts, fires, floods, explosions, riots, war (declared or undeclared), rebellion, sabotage, extra ordinary severe weather, civil commotion and criminal acts of third parties.

10.2 Both PARTIES shall keep a record of the circumstances referred to above which are responsible for causing delays in the execution of the project.

10.3 If the execution of the project is likely to be delayed by or as the result of one or more of the circumstances referred to in Article 10.1 hereof, OWNER and PMC shall

discuss the situation with a view to find the means to minimize the impact and effect of such circumstances and to reduce the costs and expenses which the PARTIES or either of them may incur.

ARTICLE 11 WAIVER

No failure or delay by either PARTY in enforcing any right, remedy, obligations or liability in terms of the CONTRACT shall be deemed to be a waiver of such right, remedy, obligation or liability, as the case may be, by the PARTY and notwithstanding such failure or delay, the PARTY shall be entitled at any time to enforce such right, remedy obligation or liability, as the case may be.

ARTICLE 12 ARBITRATION

If any dispute or difference of any kind what so ever shall arise between the parties in connection with or arising out of this agreement or out of the breach termination or invalidity of this agreement thereof, the parties shall resolve them by resorting to the following :

- 12.1 Party shall attempt within a period of 30 days after receipt of notice by the other party of the existence of a dispute to settle such dispute in the first instance by mutual discussions between the parties.
- 12.2 If the dispute cannot be settled by mutual discussion within 30 days as provided herein, the dispute shall be resolved by recourse to Arbitration to be held in accordance with the provisions of the Indian Arbitration and conciliation Act, 1996 or any statutory modification or re-enactment thereof.
- 12.3 Each party shall appoint one arbitrator and the two arbitrators shall appoint the third arbitrator who shall act as the Presiding Officer. These three shall constitute arbitral tribunal. The decision of this arbitral tribunal shall be final and binding on both the parties. The parties to the dispute shall share equally the cost of arbitration intimated by the arbitral tribunal.
- 12.4 The arbitration proceeding shall be conducted in the English Language and shall be held at New Delhi.

ARTICLE 13 TERMINATION

13.1 TERMINATION

- 13.1.1 Both parties, at any time, should deem it necessary to do so, terminate this CONTRACT forthwith by giving one months written notice to the other.

- 13.1.2 In the event of termination pursuant to Article 13.1 hereof, PMC shall carry out any reasonable instructions of OWNER in connection with such termination.
- 13.1.3 Termination of this CONTRACT shall not relieve either PARTY of their obligations imposed by this CONTRACT with respect to the SERVICES performed by either PARTY prior to such termination.
- 13.1.4 In the event of termination pursuant to Article 13.1 hereof, OWNER shall pay to PMC for all the SERVICES performed by PMC upto the stage of work executed immediately before termination.
- 13.1.5 In case due to any circumstances, the OWNER decides to curtail the scope of work or totally abandon the work, the payment to the PMC would be made upto the stage of work executed by them immediately before taking such a decision.

ARTICLE 14 PATENTS

- 14.1 PMC shall, subject to the limitations contained in this Article, indemnify and hold OWNER harmless from all costs, damages, and expenses arising out of any claim, action or suit brought against OWNER by third parties in respect of any infringement of any patent or registered design or any similar rights resulting from the use of any technical information, data or process or design belonging to PMC and furnished to OWNER, as long as it is used by PMC for the purposes of this project only.
- 14.2 Similarly OWNER shall indemnify and hold PMC harmless from all costs, damages and expenses arising out of any claim, action or suit brought against OWNER by third parties in respect of any infringement of any patent or registered design or any similar rights resulting from the use of any information furnished to PMC by OWNER or by others on behalf of OWNER, as long as it is used by PMC or the purposes of this project only.

ARTICLE 15 ASSIGNABILITY

The CONTRACT and benefits and obligations thereof shall be strictly personal to the PARTIES and shall not on any account be assignable or transferable by the PARTIES except with the prior agreement in writing.

ARTICLE 16 CESSATION OF PMC'S RESPONSIBILITIES

Upon PMC Guarantees and Liabilities referred to in this CONTRACT having been or being deemed to have been satisfied upon expiry of twelve months from the DATE OF ACCEPTANCE, and settlement of arbitrations/disputes (if any) whichever occurs later, all responsibilities of PMC under this CONTRACT shall be deemed to have been discharged.

ARTICLE 17 SUBLETTING/OUTSOURCING

PMC shall not assign or sublet or outsource any activity within its scope of work without the written approval of the OWNER.

ARTICLE 18 Site Office of PMC

On account of specified time frame for the development & construction of complex, the PMC shall have its office at the project site at its own cost till the end of completion of PMC's responsibilities as defined in Article-16 of General terms & conditions of contract.

ARTICLE 19 Liquidated damages for delays & Non-Performance by PMC

If the PMC is not able to get the works executed in the stipulated time frame from all the Vendors/agencies, which results in overall delay in completion of the project then it will amount to non-performance by PMC. In the event of CSIO is of opinion that PMC is not performing in accordance with the condition laid down in the agreement, then CSIO shall impose damages @ quarter percent per week of delay or such smaller amount as it deems fit subject to maximum of 5% of the total fee payable to PMC. The decision of Director, CSIO will be final & binding on this account.

CHAPTER – 6

Fee for PMC's SERVICES

- 6.1 The fees for services of project management consultant will be payable on the 'project cost', which is estimated to be 5.03 Crores presently. The 'project cost' for the purpose of paying fee will mean the estimated cost of works as shown above. The fee for PMC for the above project will remain unchanged for the present scope of work even if the total cost of the project increases/decreases subsequently subject to provisions under Clause 6.6 for Additions and Alterations.
- 6.2 PMC Scope of Services is detailed in Chapter 4. The PMC shall quote its fee on lump sum basis only.
- 6.3 CSIO shall pay PMC the lump sum fee of Rs.....for the professional services rendered by them for the entire project as per scope of work described in chapter 1 to 5. However if bulk equipments like generators, lifts and transformers, air conditioning equipments etc. are purchased by the department directly without any design & other inputs from PMC, then fee on these components shall not be payable to PMC. In case the building is centrally air-conditioned, the cost of the A/C equipments shall be included provided the planning & design work is done by the PMC.
- Subsequent escalation in tendered cost of work due to variations in the cost of labour, material, specifications etc. shall not be paid. For any portion of work deleted at any stage, the PMC shall be paid the fee only up to the stage of work done just before deletion. No additional fee is payable for deviations in the quantities of any item during actual execution. Fee shall be paid on lump sum basis and no extra/substituted items, deviations (plus/minus) shall be considered.
- 6.4 The fee of PMC under Clause 6.3 is inclusive of fee payable by PMC to any of its consultant/Associate(s) and nothing extra shall be payable by the CSIO for this purpose. No separate amount is payable for service tax and the same is deemed to

be included in the above fee. The PMC shall be reimbursed any other future taxes imposed by the Govt. subject to submission of proof of payment of such taxes.

6.5 Stages of Payment of PMC Fee :

1. Preparation of detailed estimates ,approval of estimates Preparation of tender documents ,Issue of N.I.T. & award of works to vendors/ agencies.

- 10%of total fee payable
2. During the execution of work by contractors/ vendors(on pro-rata basis) commensurate with the value of the work executed.

- 80% of total fee payable less payment already made at stage(1)
5. After successful completion & taking over of project and on acceptance of project by CSIO.

- 90% of total fee payable less payment already made at stage (1),(2)
6. Balance payment on cessation of PMC's Responsibilities under Article 16 of general terms & conditions of Contract.

- 100% of total fee payable less payment Already made at stage (1),(2),(3),(4)&(5)

Note: (a) Running Payments will be made on pro-rata basis taking into account the quantum of work done under stage . However no pro-rata payments will be allowed for stage-6.

6.6 Additions and alterations:

- i) The Owner shall have the right to request in writing for additions alterations, modifications or deletions in the design and drawing of any part of the work and to request in writing for additional work in connection therewith and the PMC shall comply with such requests without any extra cost.

- ii) However, if the Owner deviates substantially from the original scheme which involves change in the scope of work leading to increase in overall tendered cost by more than 10% and PMC is necessarily required to provide services for these works for its proper execution by putting extra services, for making changes and additions to the drawings, specifications or other documents, the PMC will be paid for such extra services and expenses on pro-rata basis of the percentage of fee payable under this agreement unless such changes, alterations are due to PMC's own omissions and/or discrepancies. The decision of the Owner shall be final on whether the deviations and additions are substantial as requiring any compensation to be paid to PMC. However, for the minor modification or alteration which does not affect the entire design, planning etc. no amount will be payable. The decision of the Owner in this respect will be final.
- iii) If it is found after call of tenders that the acceptable tender is not within the amount sanctioned, PMC shall, if so desired by the Owner, take steps to carry out necessary modifications in the design and specifications to see that the tendered cost does not exceed the amount of corresponding sanction by more than 5% (five percent). PMC shall not be paid anything extra for such modifications.
- iv) PMC shall not make any material deviation, alteration, addition to or omission from the work shown and described in the contract document without the prior written consent of the Employer.
- v) The cost of individual work shall not exceed the sanctioned estimate as approved by the Owner. Prior approval of owner in writing shall be taken for any such increase anticipated giving full justification.

CHAPTER - 7

FORM OF CONTRACT

THIS CONTRACT is made on day of2012

BETWEEN

Council of Scientific & Industrial Research (CSIR) which is a society registered under the Societies Registration Act, XXI of 1860 and having its Office at Anusandhan Bhawan, 2, Rafi Marg, New Delhi-110 001, (hereinafter called CSIO / Owner, which expression shall where the context so admits include its successors and permitted assigns) of the one part,

AND

PMC, a Public sector undertaking under the administrative control of Ministry of and a Company registered under Companies Act, 1956 and having its registered office at (Hereinafter referred to as PMC) which expression shall, include its successors and permitted assigns, of the other part,

WITNESSETH THAT

WHEREAS CSIR has one of its constituents namely; Central Scientific Instruments Organisation, Chandigarh, hereinafter called CSIO

WHEREAS OWNER intends to have certain Project Management Consultancy Services for construction of modernization of ISTC at CSIO in Chandigarh, (hereinafter referred to as PROJECT),

AND WHEREAS said PMC is in the business of providing inter-alia management and technical services for civil & services construction works and possesses experience, expertise and knowledge in this regard,

AND WHEREAS OWNER has selected PMC to undertake the said services hereinafter referred to and specified in this CONTRACT as "SERVICES".

AND WHEREAS said PMC agrees to perform such SERVICES as the terms and conditions for the performance of the said SERVICES as detailed herein.

NOW THEREFORE, in consideration of the premises and the covenants set forth in this CONTRACT, OWNER & PMC mutually agree and confirm the agreement detailed herein and witnessed as follows:

Clause -1 *CONTRACT DOCUMENT*

The following documents shall constitute the CONTRACT in addition to Form of Contract (Chapter 7):

1. Details of the project (Chapter 1 to 3)
2. PMC Scope of Services (Chapter 4)
3. General terms and conditions of contract (Chapter 5)
4. Fee for PMC's Services (Chapter – 6)
5. All correspondence / Minutes of meetings etc. between CSIO & PMC after the issue of PMC document till the award of work as listed below:

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-
-
-

Clause-2 *EFFECTIVE DATE OF CONTRACT*

This CONTRACT shall be deemed to have come into force with effect from 10th day of issue of letter of Award by CSIO

Clause-3 *SERVICES TO BE PERFORMED*

PMC shall perform the SERVICES as herein specified upon the general terms and conditions and within time frame specified in the CONTRACT.

Clause-4 *REMUNERATION AND CONTRACT PRICE*

OWNER shall, in considerations of the SERVICES performed pay to PMC remuneration as provided in Clause 6.3 (Chapter-6) and as per the payment terms therein specified. The lump sum Fee payable by CSIO to PMC shall constitute the Contract Price.

Clause-5 *CONTRACT PERIOD*

On signing by OWNER and PMC this CONTRACT shall be deemed to have come into force from the effective date of CONTRACT i.e. from 10th day of issue of letter of award by CSIO and shall remain in force for 27 months (15 months for construction and 12 months for defect liability period). In the event of increase in the contract period due to circumstances beyond the control of either PMC / CSIO, nothing extra will be payable to PMC beyond the quoted fee.

Clause-6 *ENTIRE CONTRACT*

The Contract documents mentioned in Clause-1 hereof embody the entire CONTRACT between the PARTIES hereto, and the PARTIES declare that in entering this CONTRACT

they do not rely upon any previous representation, whether express or implied and whether oral or written, or any inducement, understanding or agreement of any kind not included within the Contract documents, and unless herein incorporated all prior negotiations, representations, and/or agreements and understandings relating to the subject matter are hereby treated as null and void.

Clause-7 JURISDICTION & APPLICABLE LAW

Notwithstanding any other Court or Courts having jurisdiction to decide the question(s) forming the subject matter of the reference, any/all actions and proceeding arising out of or relative to the CONTRACT (including any arbitration in terms thereof) shall lie only in the Court of Competent Civil Jurisdiction in this behalf at New Delhi and only the said Court(s) shall have jurisdiction to entertain and try any such action(s) and/or proceeding(s) to the exclusion of all other Courts.

The laws of India shall govern this CONTRACT for the time being in force.

Clause-8 NOTICES

1. Any notice, consent, document or other communication required or permitted to be given under this contract shall be deemed to have been validly served if it is in writing and is signed by an authorized officer of the party giving the notice, and delivered or sent by registered post or by speed mail or courier to the address of the parties set out below or such other address as may be notified as the appropriate address from time to time for the purpose of this contract.

CSIR/ CSIO: Director, CSIO or his nominee
Central Scientific Instruments Organization,
Sector 30-C, Chandigarh

PMC: Project Manager,
.....
.....

2. Date of notice of instruction shall be the day on which said notice or instruction is received.
3. Any PARTY may change its notice address at any time by so advising the other PARTY thereof in writing.

IN WITNESS WHEREOF the PARTIES hereto have duly executed this CONTRACT in two originals at the place, and date as follows:

For and on behalf of
CSIO / CSIR

For and on behalf of

Through CSIO

PMC

Name
Designation
Place
Date

Name
Designation
Place
Date

Witness

Witness

1.

1.

2.

2.

Pro forma for Service Charge

Date:

(To be put in sealed cover)

Ref No.....

Date

To

Director,

Central Scientific Instruments Organisation,

Sector 30-C

Chandigarh (India)

Sub: Engagement of PMC for Auction and demolishing work of folded roof at CSIR-CSIO,
Chandigarh- Reg.

Dear Sir,

We have carefully noted the scope of work for providing Project Management Services for Auction, demolition etc on % rate basis as stated in the % basis this document. We are pleased to quote our fees as Rs.....
(in words.....) for providing our services as per the scope of work and terms & conditions of Agreement.

Thanking you,

Signature with name and
Designation
(Authorized Seal)

Check list

No:

1. Details of Similar projects handled by PMC (already completed) accompanied with project report, completion certificates, photographs etc.
- 2 List of projects in hand with PMC with description of projects, cost , TIME LINE, TARGETS etc
- 3 Report explaining PMC's approach particularly to this project.
- 4 Time schedule for complete development of complete Project in a form of BAR CHART.
- 5, Alternate models / methodology, phasing and development strategy
6. PMC's strategy for quality control on the project
7. Financial Bid in Prescribed Format as given in **Annexure-B**

•NOTE: The Check-List shall be duly filled and submitted along with the Technical Bid.