

# Chanakya National Law University

Nyaya Nagar, Mithapur, Patna-800001, Tel. No. +91-612-2352300, Fax No. : +91 -612-2352315

Website: <https://www.cnlu.ac.in>, E-mail: [registrar@cnlu.ac.in](mailto:registrar@cnlu.ac.in)

NIQ No. - 31/2024-25

Date: 06.09.2024

## EXPRESSION OF INTEREST SHORT TENDER NOTICE

Through e-procurement mode only <https://eproc2.bihar.gov.in>

Chanakya National Law University invites EOI in two bid system (Technical and Financial) through e-procurement from the reputed and experienced consultant/ Architect / firms for survey, design, drawing, BOQ preparation and supervision during execution of work of Landscaping and Green development of open area under campus of university.

1.	Name of the Work	:	"Survey, design, drawing, Estimation, BOQ preparation and supervision during Execution of work of Landscaping and Green development of open area under campus of university"
2.	Cost of Document (Non-Refundable)	:	Rs. 5000/- (Rs. Five Thousand) Only.
3.	E-Tender Processing Fee	:	As per Eproc2 website
4.	Time of Completion	:	30 Days
5.	Bid start Date	:	From 09.09.2024
6.	Date of Prebid meeting	:	18.09.2024 at 02:30 pm.
7.	Last Date & Time for Uploading of bids	:	Till 30.09.2024 up to 03:00 pm.
8.	Date & Time of Opening of Technical Bids	:	01.10.2024 at 03:30 pm.
9.	Date & Time of Presentation	:	03.10.2024 at 02:30 pm.
10.	Date & Time of Opening of Financial Bids	:	Will be intimated later on university website.
11.	Place of Opening of Bid	:	Registrar's Chamber
12.	Periods of Bids Validity	:	120 days
13.	Officer inviting Bids	:	The Registrar, CNLU, Patna.
14.	For participation in E-tendering proc. The Architect / Consultant/ firm shall have to get themselves registered to get User ID, Password & Digital Signature. This will enable accessing the website <a href="https://eproc2.bihar.gov.in">https://eproc2.bihar.gov.in</a> & download / Participate in E-Tender.		
15.	The tender document can be obtained through our website <a href="https://eproc2.bihar.gov.in">https://eproc2.bihar.gov.in</a> & <a href="https://www.cnlu.ac.in">https://www.cnlu.ac.in</a>		
16.	(i) Bid Processing Fee to be paid through online mode i.e., Internet payment gateway (Credit/Debit Card), Net Banking, NEFT/ RTGS. Bids along with necessary online payments must be submitted through e-procurement portal <a href="https://eproc2.bihar.gov.in">https://eproc2.bihar.gov.in</a> before the date & time specified in the NIT.  (ii) The University does not take any responsibilities for the delay /Non availability of internet connection, Network Traffic / Holidays or any other reasons."		
17.	Bid Document cost should be paid as per <a href="https://eproc2.bihar.gov.in">https://eproc2.bihar.gov.in</a>		
18.	The authority shall have the right to reject the bid without assigning any reason what so ever. For any information University Contact No. 0612-2352300 may be used.		
19.	For queries and clarifications, if any send e-mail to <a href="mailto:registrar@cnlu.ac.in">registrar@cnlu.ac.in</a>		
20.	For support related to the e-tendering process, bidders may contact "e-procurement HELP DESK, mjunction services limited RJ Complex, 2 <sup>nd</sup> Floor, Canara Bank Campus, Khajpura, Ashiana Road, P.S. -Shastri Nagar, Patna-800014, Bihar, Contact No. 18005726571.		



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## 1. Scope of work:

- i Detailed survey, design, drawing, preparation of the detailed estimates, BOQ preparation, supervision of work during landscaping and other allied works.
- ii The scope of work shall include planning and design of landscape, horticulture work, walkways, sit-furniture, gazebo, fountains, electrical decoration work, signages, selection of types of plants etc and all allied works. The selected Architect/Consultant/Firm will also be required to assist the University in obtaining Technical Sanction of the work.

## 2. Eligibility Criteria: Bidder having the below mentioned documents shall be eligible for participating in this tender. List of documents are as mentioned below:

- i Architect / Consultant/firm must be registered with Council of Architecture and shall have to submit scanned copy of valid registration certificate along with EOI.
- ii Duly signed & stamped scan of document in which Name of the Firm, Address with contact number, E-mail of the Firm and Firm's Bank Account Details with Bank Name & Address and IFSC / RTGS codes mentioned.
- iii Copy of PAN card (in name of Proprietor in case of Proprietorship Firm) GST certificate
- iv Scan of Affidavit as per Annexure-I
- v Scan of the receipt of deposit through NEFT / RTGS for EMD.
- vi Scan of the receipt of deposit through NEFT / RTGS for Cost of Document.
- vii Similar work experience certificate.
- viii Have sufficient number of Architects, Landscape Architect, Electrical Engineer and other Engineers related to work. Scanned copy of organisational setup should be submitted along with EOI.

## 3. Brief Description of areas to be landscaped:

1.	Total land area	18 Acres.
2.	Area between Gate No. 2 and Gate No. 3 in which major landscaping work is to be designed	2160 sqm.
(a)	Gate No. 3 to Academic Building (North Side)	575 sqm.
(b)	Library Building (East and North Side)	1664 sqm.
(c)	Quarter Type-I (New)	384 sqm.
(d)	Type-III (East Side)	625 sqm.
(e)	Old Quarter Type-I	740 sqm.
(f)	Boy's Hostel (Front and South Side)	419 sqm.
(g)	Quarter Type-IV (South Side)	500 sqm.
(h)	Auditorium (West Side, Near Basketball)	1200 sqm.
(i)	VIP Guest House	625 sqm.
(j)	Miscellaneous	100 sqm.
	<b>Total area to be landscaped</b>	<b>8992 sqm. say 9000 sqm.</b>

The above-mentioned area are approximate and may vary as per actual.

## 4. Aspiration of Client (CNLU):

CNLU desires to develop the open area of the campus by providing good greenery, attractive plants, foliage etc harmonious with the structure and existing landscape to give an overall panoramic view. This should include walkways, gazebo, fountain, sit-furniture etc at suitable locations. The purpose if to be overall soothing environment to all the habitants and visitors of the University.



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## 5. Selection Criteria:

The selection of Architect/Consultant shall be based on his/her/their experience in design concept, response to EOI and other parameters. The marks attributed to different parameters shall be as below:

i	Past experience in similar work i.e. landscaping, beautification of park etc.	20 Marks
ii	Response to EOI (This should include pictorial view of proposed works and tentative estimated cost also along with other features)	40 Marks
iii	Organisational Setup	20 Marks
iv	Presentation	20 Marks
	<b>TOTAL</b>	<b>100 Marks</b>

Minimum qualifying marks : 70 Marks

Financial bid of only those bidders shall be opened who obtain minimum qualifying marks. Decision of CNLU in the said matter shall be final and binding to all bidders.

## 6. Scheduled of payment to selected Architect / Consultant / firm shall be as below :

Sl. No	Stage of Payment	Rate in Percentage (Approved cost of Project)
i)	On approval of concept plan	10%. Total fee payable
ii)	On competition of detailed planning, design, release of all working drawings.	40% of total payable
iii)	On submission of detailed estimate and BOQ	20%of total fee payable
iv)	On accord of Technical Sanction of detail estimate by competent authority	10%of total fee payable
v)	During supervision of execution of work. On successful completion of work.	15% of total fee payable.
vi)	On successful completion of work	5% of total fee payable.
		Total 100%

Seal and Signature of Bidders

## 7. Qualification of the Bidder

- The determination shall be based upon on examination of the documentary evidence of the Bidder's qualifications submitted by the Bidder. The determination shall not take into consideration the qualifications of other firms such as the Bidder's subsidiaries, parent entities,



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affiliates, subcontractors, or any other firm different from the Bidder.

- ii If a Bidder does not meet the qualifying criteria specified in (i) above its Bid shall be rejected by CNLU and may not subsequently be made responsive by correction of the material deviation, reservation, or omission.
- iii Only Bids that are both substantially responsive to the bidding document and meet all the Conditions of Eligibility and Qualification Criteria shall have their "Financial Part" submitted in e-portal opened.
- iv The bidders are directed to submit valid work orders/Agreement with Employer/s along with proper work completion certificate against experience credentials.

**8. To evaluate the Financial Part, CNLU shall consider the following:**

The Bid price

- i price adjustment for correction of arithmetic errors
- ii price adjustment due to discounts offered
- iii converting the amount resulting from applying (i) to (ii) above, if relevant, to a single currency, for evaluation and comparison purposes.
- iv price adjustment due to quantifiable nonmaterial nonconformities

**9. In evaluating the Financial Part of each Bid, the Employer shall correct arithmetical errors on the following basis:**

- i only for admeasurement contracts, if there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected, unless in the opinion of CNLU there is an obvious misplacement of the decimal point in the unit price, in which case the total price as quoted shall govern and the unit price shall be corrected;
- ii if there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected; and
- iii if there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail subject to (i) and (ii) above.

**10. Bidders shall be requested to accept correction of arithmetical errors. Failure to accept the correction shall result in the rejection of the Bid.**

**11. In the event of identification of a potentially Abnormally Low/High Bid, CNLU shall seek written clarifications from the Bidder, including detailed price analyses of its Bid price in correlation to the subject matter of the contract, scope, proposed methodology, schedule, allocation of risks and responsibilities and any other requirements of the bidding document.**

**12. If the Bid for an admeasurement contract, which results in the lowest evaluated cost, in CNLU's opinion, seriously unbalanced or front loaded CNLU may require the Bidder to provide written clarifications. Clarifications may include detailed price analyses to demonstrate the consistency of the Bid prices with the scope of works, proposed methodology, schedule and any other requirements of the bidding document.**

**13. Terms and Conditions:**



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- i Tender document shall not be acceptable through post, courier or any offline mode. Interested bidders are advised to submit the bid only through our e-Tendering portal.
- ii Scanned documents as mentioned in Eligibility criteria is mandatory. Bidder should upload all the scan of genuine documents otherwise their technical bid shall be declared non responsive.
- iii Original document of Affidavit as per Annexure-I should be submitted by bidder during opening of Technical Bid.
- iv The price will remain firm and fixed during the pendency of contract. It will not vary on any account including revision of taxes, imposition of new tax or any contingency whatsoever.
- v Scan of the receipt of depository should be uploaded on our e-tendering portal while submitting the bid.
- vi Cost of tender: Rs. 5000/- (Rs. Five Thousand) and should be submitted through e-payment mode.
- vii Scan of the receipt of depository should be uploaded on our e-tendering portal while submitting the bid.
- viii Tender processing fee: As per Eproc2 website.
- ix Incomplete bid and bid without genuine documents are liable for rejection. No responsibility will be taken for any type of technical glitch while online submission of bid.
- x Notwithstanding anything to the contrary in this document, Chanakya National Law University is not bound to accept the lowest bid and reserves the right to accept or reject any bid, to reject bids for some or all items and to cancel the bidding process at any time prior to the award of contract, without assigning any reason whatsoever.
- xi University will not provide any residential facility to workers / authorities of successful bidder inside campus. Firm will make temporary shade inside campus. Water and electrical facility for such shade will be chargeable.
- xii The work is required to be completed within the period mentioned against the works i.e. **within 30 days**. It will be reckoned from the date of the issue of work order after agreement. If the work is not completed within the stipulated completion period liquidated damages @ 0.5% of agreement value per day of delay will be levied (subject to maximum of 10%). If the liquidated damages reach the level of 10% the agreement value the contract is liable to be rescinded.
- xiii Work shall be done strictly as per specification and direction of competent authority of CNLU, Patna.
- xiv Dispute, if any, will be subject to Patna Jurisdiction only. The decision of Vice-Chancellor, CNLU will be final and binding with both the parties viz: bidder and the University.
- xv Price should be quoted in Indian Rupees only. The price will remain firm and fixed during the pendency of Contract and will not be changed for any reason (including revision of taxes & levies whatsoever).
- xvi All labour laws & regulations are to be followed by the bidder.
- xvii The bidder shall be bound to follow the restriction on the movement of labour, materials imposed by any other authority connected with the site due to security or any other reasons connected with the event. No claim shall be entertained on this account.
- xviii The bidder shall take all precautions to avoid accidents by exhibiting necessary caution boards, lights, flags etc. and ensure that no hindrance is caused to the traffic. Bidder shall be responsible for all damages, accidents, caused due to negligence.
- xix The contractor shall arrange all tools and plants necessary for the execution of the work at his own cost. Any loss or damage in this case will be to his account.
- xx Lowest responsive bidder will be considered on the total amount of bids of the respective work.
- xxi Technical officers/Staff deployed by the Contractor / Firm at CNLU any construction site will also be responsible for inferior quality/Poor performance of any work and their names will be circulated to all works departments to debar them from any other site.
- xxii All the risks of loss of or damage to physical property and of personal injury and death which arise during and in consequence of the performance of the contract other than the expected risks will be the responsibility of the contractor/ firm.
- xxiii Any deviation in the material and the specifications from the accepted terms may be liable to be rejected.



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xx Chanakya National Law University reserves the right to withdraw / cancel / amend the quotation at any stage without assigning any reason whatsoever.

#### 14. Amendment of Bid Document:

- i At any time prior to the two days for receipt of bids, the Chanakya National Law University, Patna may for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, modify the Bid Document by an amendment.
- ii The amendment will be notified through official website of Chanakya National Law University for all the prospective Bidders.
- iii In order to afford prospective bidder reasonable time in which to take the amendment into account in preparing and submitting their bids on line, the University may, at its discretion, extend the last date for the receipt of the bid.

#### 15. Payment Terms:

Payment will be released after the satisfactory report of competent authority for successful completion of work after necessary deduction as mentioned hereunder:

- i **Applicable TDS** will be deducted from the bill of total amount without tax as per the provision of Government of India and certificate for the same will be issue,
- ii **Applicable amount** will be deducted from total GST.

#### 16. Agreement and Performance Security:

- i Successful bidder/consultant will be issued a letter of acceptance. After receipt successful bidder shall enter into the agreement on PWD Form F2 failing which on **Rs. 1,000.00 (Rupees One Thousand) non judicial stamp paper** within (10) **ten working days** from the **date of issue of work order**.
- ii EMD @ 2% shall have to be deposited by the selected Consultant / Architect / Firm at the time of agreement. In addition to EMD, Security Deposit (SD) shall have to be deposited as per Bihar Govt. norms applicable in case of consultants.

#### 17. Mandatory :

- i Use of Autocade software or other architectural software.
- ii Submission of hardcopy as well as soft copy of all drawings.

Registrar  
CNLU, Patna



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## Annexure-I

### Declaration by bidder on a non-judicial stamp paper of value Rs. 100/-

I / we declare that my/our company namely

.....  
has not been black listed by any Government / Non-Government Organisation nor should have any litigation enquiry pending and / or initiated by any of these Department or Court of Law with regards to the works executed by our company since incorporation. No FIR has been lodged against us. that all the terms & conditions , scope of work & eligibility criteria of NIT No. 31/2024-25 dated 06.09.2024 are acceptable to me / us. that the documents annexed along-with the quotation are genuine and not tampered by me / us while copying. If my / our declaration above found fake or forged then:

- i. my bid document shall be rejected
- ii. Letter of Intent / Purchase Order / Agreement, if issued, shall be cancelled and
- iii. FIR shall be inflicted against my / our company / firm by the University.

Signature of the Bidder / Authorized Signatory (Name & Designation) Seal of the Bidder

Place:

Date:



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## FINANCIAL BID

Sl. No.	Scope of Work	Qty. in Sqm	Rate to be quoted in Rs. Per Sqm.	
			In Figure	In Words
1.	Detailed survey, design, drawing, preparation of the detailed estimates, BOQ preparation, supervision of work during landscaping and other allied works. The scope of work shall include planning and design of landscape, horticulture work, walkways, sit-furniture, gazebo, fountains, electrical decoration work, signages, selection of types of plants etc and all allied works. The selected Architect/Consultant/Firm will also be required to assist the University in obtaining Technical Sanction of the work (All works as per direction of competent authority of CNLU)	9000.00		

Note :

- (i) No cutting, no over writing shall be allowed.
- (ii) Conditional bid shall not be accepted.