



**CENTRAL UNIVERSITY OF HARYANA, JANT-PALI, MAHENDERGARH (HRY.)**

**Name of work: 1. Construction of Animal House at CUH.  
2. Construction of servant quarters at CUH.**

**Sub Head: Appointment of Architect cum Design Consultant.**

*Handwritten signature*  
21/06/2020.

कार्यकारी अभियंता / Executive Engineer  
हरियाणा केंद्रीय विश्वविद्यालय  
Central University of Haryana  
महेन्द्रगढ़ / Mahendergarh-123031

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**Executive Engineer, CUH**

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हरियाणा केंद्रीय विश्वविद्यालय  
Central University of Haryana  
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## CENTRAL UNIVERSITY OF HARYANA

(Established vide Act No. 25 (2009) of Parliament)

Jant-Pali, Mahendergarh-123029

### NOTICE INVITING QUOTATION (NIQ) No. 20/2024

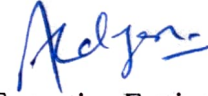
Sealed percentage rate quotations are invited on behalf of Central University of Haryana, Mahendergarh for rendering Architectural cum Design Consultancy Services for the construction of Animal House and Servant Quarters at Central University of Haryana (CUH) Campus from registered/licensed consultant who have experience in the field of providing consultancy services in building construction and who have rendered consultancy services/executed three similar works each value not less than 27,000/- or two similar completed works each of value not less than 40,000/- or one similar completed work of value not less than 55,000/- in the preceding 7 years. The estimated cost of the buildings is Rs. 66.00 lakhs (approx).

Sr. No.	NIT No.	Name of Work & Location	Estimated Cost	Earnest Money	Time of Completion	Last Date and Time for Submission of Technical & Price Bid	Time and Date of opening of Technical Bid & Price bid
1.	2.	3.	4.	5.	6.	7.	8.
1.	20/2024	Appointment of Architect cum Design Consultant for the following works: i. Construction of Animal House at CUH. ii. Construction of servant quarters at CUH.	66,000/-	1500/-	45 Days	01/07/2024 upto 02:00 PM	01/07/2024 at 03:00 PM

- The intending bidder must read the terms and condition carefully. He should only submit his bid if he considers himself eligible and he is in possession of all the document required.
- Information and Instructions for bidders posted on website shall form of bid document.
- The bid document consisting of terms and conditions of the contract to be complied with and other necessary documents can be seen and downloaded from website [www.cuh.ac.in](http://www.cuh.ac.in) in free of cost.
- Consultant shall submit the document in the required format and as per Notice Inviting Quotation (NIQ).
- Consultant shall quote in the format attached at Annexure-'D'.
- The technical bid and financial bids shall be opened on due date and time as mentioned above. The Financial bid shall be considered for those bidders who qualify in Technical bid.

The agency/firm must deposit EMD of Rs. 1500/- (Rupees One thousand five hundred only) in the form of NEFT/RTGS in favour of Central University of Haryana's Account No. 7824000100000392 IFSC Code: PUNB0782400 (Punjab National Bank, Jant-Pali, Mahendergarh).

7. The agency must submit the details of EMD submitted to CUH i.e. UTR details etc. along with bank account details of the agency/firm for the purpose of release of EMD of unsuccessful bidders.
8. CUH will not enter into any negotiations even with the Lowest Tenderer.
9. The Technical & Financial bids shall be opened in Room No.-217, Office of the Executive Engineer, Central University of Haryana, Mahendergarh at the fixed time and the date indicated in the NIQ. The agency/firm will be at liberty to be present either in person or through an authorized representative at the time of opening of the Technical and Financial Bid.
10. CUH reserves the rights to accept any quotation or reject any or all tenders.
11. The detailed Notice Inviting Tender can be seen/downloaded on our website [www.cuh.ac.in](http://www.cuh.ac.in).



(Executive Engineer)

कार्यकारी अभियंता / Executive Engineer  
हरियाणा केंद्रीय विश्वविद्यालय  
Central University of Haryana  
महेन्द्रगढ़ / Mahendergarh-123031

**General Information & instructions for bidders:**

1. The CUH is desirous of appointing Architect cum Design Consultant for the services covering the preparation of the preliminary plan, estimates, working drawings, detailing of all services & their structural drawings, specifications, bills of quantities, etc. based on the bye-laws of the local bodies of Haryana to enable the CUH to invite the tenders for the construction of the said buildings including all the services. The consultants are also required to obtain whatever approval that may be necessary from Local bodies.
2. The intending bidders are also advised to visit the site of work before tendering for the work.
3. The estimated cost of the building is Rs. 66.00 lakhs.
4. Supported testimonials from clients in proof of having rendered consultancy services/executed three similar completed works each value not less than 27,000/- or two similar completed works each of value not less than 40,000/- or one similar completed work of value not less than 55,000/- in the preceding 7 years
5. The CUH reserves the right to accept or reject any or all the offers, without assigning any reason.
6. The Quotation must be accompanied by the EMD of Rs. 1500/- (Rupees One thousand five hundred only) in the form of NEFT/RTGS in favour of Central University of Haryana's Account No. 7824000100000392 IFSC Code: PUNB0782400 (Punjab National Bank, Jant-Pali, Mahendergarh).
7. The agency/firm/bidder must submit the details of EMD submitted to CUH i.e. UTR details etc. along with bank account details of the tenderer for the purpose of release of EMD of unsuccessful bidders.
8. CUH will not enter into any negotiations even with the Lowest Tenderer.
9. Copy of valid licence from the concerned statutory body permitting them to act as Architectural-cum Design Consultants.
10. Copies of experience/work completion certificates of required amount as per the conditions of Tender Notice. Copy of PAN Card and Goods and Services Tax registration certificate.
11. Tender Acceptance Letter as per **Annexure-'A'**.
12. Copy of Financial turnover certificate for previous three years issued by Chartered Accountant.
13. The validity of quotation will be 45 days and extendable for another 45 days.
14. Details of Project/Infrastructure:
  - i. Construction of Animal House with approximate built up area 107 Sqm.
  - ii. Construction of servant quarters with approximate built up area 50 Sqm.

## 1. SCOPE OF SERVICES TO BE OFFERED:

- i. On receiving the CUH's instructions, for preparing drawings, getting them approved by CUH and as per bye laws of Local Bodies, CPCSEA and their conditions, if any.
- ii. Submission of building plans approved by CUH to the concern Local Bodies, if any for obtaining approval of the building plans including the submission of plans with modifications, if any raised by approving authority, pursuance with concerned authority and to seek the approval of the plans as per the by-laws of the local authority.
- iii. Preparing architectural detailed drawing and other structural calculations and drawings with complete specifications for various items of work confirming to the CPWD specifications 2019 Volume-I & II, with upto date revision and corrections slips, as far as applicable. The structural design shall be carried out in terms of latest editions of BIS codes etc. The proof checking of the structural drawings shall be carried out from reputed Govt. Engineering Institutes like IITs, NIT, Central University etc. as approved by the Engineer-in-Charge. The fees of proof checking shall be borne by the consultant.
- iv. Preparing bills of quantities based on Delhi Schedule of rates of CPWD 2023 in the prescribed performa followed by the CUH for the works contracts completed with drawings for purpose of inviting tenders for the works. The document and drawings shall be supplied in five sets.
- v. Preparing working drawings for the buildings including services and installations.
- vi. Rendering as Consultants, all technical services as may in any way relate to or arise out of the construction of the said building including the aid installation of fitting and fixtures as have been entrusted to the consultant by the CUH. If CUH is compelled to get the consultancy Services completed through other consultants, all losses or damages arising there from shall be borne by the defaulting Consultants.
- vii. The estimate prepared by the consultants shall be realistic and representative of the prevailing cost of construction.
- viii. The Local Bodies bye-laws, CPCSEA and conditions shall be had from their respective offices to ensure proper implementation.

## 2. TIME SCHEDULE:

- i. The time schedule (indicating period for each stage of consultancy services) for preparation of structural drawings and rough cost estimates, working drawings and detailed estimated tender document detailed and structural drawings as detailed, in the scheduled enclosed at **Annexure-'B'** which will form part of the agreement (**Annexure-'C'**) to be executed subsequently strictly adhered to by the consultants.
- ii. Time shall be essence of the contract and it is therefore hereby expressly provided and declare that if the consultants shall commit default in the commencement of the work or in proceedings with the work with due diligence or in the proceedings due to performance of all or any of the conditions of this contract or in adhering to and completing the various items of works in accordance with the time schedule, they shall be liable to pay liquidated damages at the rate of Rs. 1000/- (Rs. One

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Thousand Only) per day of such delay, subject to a maximum of 10% (ten percentage of the total fee payable. The liquidate damages shall be recovered form the payments due to the consultants, provided that the consultant shall not be responsible for any delay in adhering to time schedule that might have been taken place due to cause beyond their control. If the CUH is compelled to get the consultancy services completed through other consultants, all losses or damages arising therefrom shall be borne by the defaulting consultants.

- iii. The time allowed for consultancy services to the consultants shall be correspondingly extended due to delays occurring owing on the part of the contractors in completing the works. The consultants shall be expected to continue to render their services till the completion of works in spite of the delays caused in works due to contractors. However they are not entitled for any extra remuneration other than what they have quoted, towards the said extended period.
- iv. All losses and damages to the CUH including the determined claims of the contractor due to fault or delay caused by the consultants of or his staff shall be compensated by the consultants.

### 3. REMUNERATION TO CONSUTLANTS:

- i. The estimated cost of the building including component will be Rs. 66.00/- lakhs as worked out by the CUH. The work is required to be completed within a period of 05 months from the date of appointment of construction agency. The consultants shall quote, in the format given in **Annexure-'D'** which will form part of the Agreement to be executed subsequently their fee for the services as percentage of the estimated cost of Rs. 66.00/- lakhs irrespective of the fact that the actual cost of the building including all works out to be higher or lower on completion. The remuneration payable in all inclusive of the entire service to be rendered by the Consultants defined in the scope services in clause 1 (i) to 1 (viii) above.
- ii. All charges levied by Government Agencies/Statutory authorities for approval of building plans and for giving of service connections etc. shall be borne by the CUH.
- iii. The payment to be released for the services rendered by the Consultants shall be regulated as per the schedule at **Annexure-'E'** which will from a part of the agreement to be signed subsequently.

### 4. PERIODICAL INSPECTIONS:

- i. The Consultants shall be fully responsible for the soundness and correctness of all Architectural designs and structural stability of the building including all works and of every portion thereof and of the installation as are entrusted to them. For this purpose and to bring about timely corrective actions they shall be required to inspect the works periodically at least at the following stages:
  - a. Lay out of building.
  - b. Plinth level of building.
  - c. Roof level for each floor.
  - d. Finishing items.

- ii. The Consultants shall also be liable to compensate the CUH for any losses or damages suffered by it and expenses incurred by its due to any structural/technical defects in the works or due to non-conformity to Local bodies or other Statutory regulations which are to be satisfied.

**5. OTHER TERMS AND CONDITIONS:**

- i. The consultant shall ensure that all duties on their part are performed according to the schedule so that there is no delay on their part which in turn may delay the execution of work by the contractors.
- ii. The work of planning, designing and other consultancy services for building included in this contract shall be executed by the consultants. The whole or part of their work of above mentioned services shall not be transferred directly or indirectly assign or subject to other consultant without the prior written consent of the CUH.
- iii. The consultants shall not without the written approval of the CUH, make any deviation in place or specifications or order any variations, omissions or extra items of the works.
- iv. The consultant shall make at their own cost and supply to the CUH reasonable number of copies (Five number copies) of relevant plans and estimates, specifications and working drawings and a copy of detailed measurement calculations, structural calculations etc. relating to the constructions, for the record purpose of the CUH.
- v. The Consultant shall provide 5 sets of the approved plans, estimate, specifications, drawings etc. free of charges. However if the CUH asks for the extra copies of sets in the consultants are entitled to levy charges for the same.
- vi. The consultant shall at the completion of the building work, supply free of charge to the CUH, two certified copies of as built drawings which shall also show the locations of all installations and one copy of revised structural calculations, if any.
- vii. In the event of dispute in the process, the settlement will be done by Dispute Resolution Committee (DRC) appointed by Hon'ble Vice-Chancellor, CUH or through Civil Court at Mahendergarh jurisdiction.
- viii. Conditional tender/quotations will not be entertained and are liable to be rejected.
- ix. The tenders without deposition of online earnest money shall be rejected.
- x. The jurisdiction of court will be Mahendergarh.
- xi. The tender of the bidder who doesnot fulfill the qualification criteria in the bid document are liable to be rejected summarily without assigning any reason and no claim whatsoever on this account will be considered.
- xii. The Consultant should not be black listed/expelled/terminated from the contract by the client.
- xiii. Availability of Key Personnel and latest Equipments/Software to attain the timely completion of work.
- xiv. The University Buildings is to be designed as Green Building as per National Building Code & University Grants Commission guidelines.



**6. TERMINATION OF CONTRACT:**

The CUH shall have the right to terminate the contract with the consultants after giving seven days notice in writing to them in the event of any default breach of misfeasance on the part of the Consultants. They shall not, in the event of such termination being due to their fault, breach of misfeasance be entitled to any compensation or payment of damaged etc. from the CUH but shall be entitled to their fees earned upto that date for services rendered subject to other provisions of these terms and conditions.

**7. SUSPENSION OF WORK:**

In the event of suspension of work by the CUH for any reason and if the CUH does not decide about the resumption of work within six months from the date of suspension the work shall be deemed to have suspended. The remuneration for the quantum of services rendered by the Consultants upto date of suspension shall be paid by the CUH accordance with the schedule of payment listed in Annexure-'B'. If the services of a certain stage had not been fully rendered by the consultants, the remuneration shall be released proportionate to the services rendered in that stage. On resumption of work, the remuneration thus paid shall be adjusted against full remuneration allotted for that stage subject to the completion of services pertaining to that stage.



**QUOTATION ACCEPTANCE LETTER**  
**(To be given on Company Letter Head)**

Date:

To,  
Executive Engineer  
Central University of Haryana,  
Jant-Pali, Mahendergarh (Hry.)-123029.

**Sub: Acceptance of Terms & Conditions of Quotation.**

Quotation Reference No: 20/2024

**Name of Work: -: 1. Construction of Animal House at CUH.  
2. Construction of servant quarters at CUH.**

**Sub Head: Appointment of Architect cum Design Consultant.**

1. I/ We have downloaded / obtained the tender document(s) for the above mentioned 'Tender/Work' from the web site(s) namely: ----- as per your advertisement, given in the above-mentioned website(s).
2. I / We hereby certify that I / we have read the entire terms and conditions of the tender documents from Page No. 1 to ..... (including all documents like annexure(s), schedule(s), etc.), which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.
3. The corrigendum(s) issued from time to time by your department/ organization too have also been taken into consideration, while submitting this acceptance letter.
4. I / We hereby unconditionally accept the tender conditions of above-mentioned tender document(s) / corrigendum(s) in its totality / entirety.
5. In case any provisions of this tender are found violated, then your department/organization shall without prejudice to any other right or remedy be at liberty to reject this tender/bid including the forfeiture of the full said earnest money deposit absolutely.

Yours Faithfully,

(Signature of the Bidder, with Official Seal)

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**Annexure-'B'****Time schedule for Consultancy Services:**

Time Schedule of services and the time allowed to the consultants for the completion of each stage of work shall be as under:

Sr. No.	Description	Time schedule
1	For preparation and submission of preliminary drawings i.e. Conceptual drawings	One week from the date of appointment of consultant
2	For preparation of Building plan and submission to the CUH	One week from the date of approval of the preliminary drawings by CUH
3	For obtaining approval of building plans from concerned local authorities, if any	Two weeks from the date of approval of preliminary drawings
4	For preparation of detailed drawings, schedule of quantities tender document for calling of tenders and PERT/CPM chart of the building	One week from the date of submission of drawings to the CUH.
5	For submission of all detailed architectural/structural drawings for buildings and other services	One week after the date of calling of the tender by the CUH for fixing of the construction agency
6	For furnishing of completion certificate and completion drawings after the completion of the building and other services, if any	Two weeks from the declare date of completion
7	Submission of inspection reports	Two weeks from the date of inspection

The time allowed for (5) above implies the overall time for the submission of all drawings in the process of submitting the required drawings in phases at appropriate points of time of their requirement to enable the CUH to plan procurement of materials, men, equipment etc.

*Adyan*  
Executive Engineer

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हरियाणा केंद्रीय विश्वविद्यालय  
Central University of Haryana  
महेंद्रगढ़ / Mahendergarh-123021

**Annexure-‘C’**

**Central University of Haryana**

**PROFORMA FOR AGREEMENT**

THIS AGREEMENT made this ..... day of ..... between the Central University of Haryana, established under the Act of Parliament (2009) having its Head Office at Jant-Pali (village), Mahendergarh (which expression shall mean and include its successor or successors in office and assignee) acting through the Executive Engineer (CUH), ..... hereinafter called ‘The CUH’ on the one part and M/s. / Shri ..... hereinafter called the “Contractor” which expression shall mean and include their heirs executors and administrators and assignee) of the other part.

WHEREAS The CUH being desirous of having provided and executed certain works mentioned, enumerated or referred to in the specifications, conditions of contract, schedule of quantities of works, drawings, and other documents consisting of the “Tender” and acceptance thereof, copy hereto annexed, all of which are deemed to form part of this contract and are included in the term CONTRACT whenever herein used.

AND WHEREAS The CUH accepted the tender of Contractor ..... for the provision and the execution of the said work at the rates stated in the Schedule of quantities of work (hereinafter called the “Schedule of rates”) upon the terms and subject to the condition of contract.

NOW THIS AGREEMENT WITNESSTH & IT IS HEREBY agreed and declared as follow:

1. In consideration of the payments to be made to the contractor for the work to the executed by him, the contractor does hereby covenant with the CUH that the contractor shall and will duly provide, execute, and complete the said works on or before the dates mentioned in the said conditions attached to the tender documents and shall maintain the same at his own cost for a period of six/twelve months thereafter, perform another acts and things in the contract mentioned described of which are to be implied there from or may be reasonably necessary, for the completion of the said works and in the manner and subject to the terms and conditions of stipulations mentioned in the contract.
2. In consideration of the due provision, execution, and completion of the said works the CUH does hereby agree with the contractor that the CUH will pay to the contractor of the respective amount for the work actually done by him at the “Schedule or Rate” as contained in the appended schedule and such other sums as may become payable to the contractor under the provisions of the contract, such payments to be made at such time and in such manner as provided for in this agreement.

3. The contractor has furnished a sum of Rs..... as Earnest Money and agrees that the balance Security Deposit amounting to Rs..... shall be recovered from the bills payable to the contractor from time to time till the whole of the Security Deposit of Rs..... stipulated in the memorandum of the tender and clause of the "Condition of the Contract is recovered.
4. In consideration of the due provision, execution and completion of the said works, the contractor does hereby agree to pay the CUH the sum as may be due to the other sum or sums as may become payable to the CUH towards loss / damage to the CUH's equipment, materials, plant and machinery, liquidated damages, if any as set forth in the said conditions of contract such payments to be made at such time and in such manner as is provided in the contractor.

IN WITNESS WHEREOF the parties have executed these presents in duplicate the date and year first above written.

SIGNED AND DECLIVERED FOR AND ON BEHALF OF M/s. / Shri

.....  
IN THE PRESENCE OF  
WITNESS .. 1.

2.

SIGNED AND DELIVERED FOR AND ON BEHALF OF THE CUH

IN THE PRESENCE OF  
WITNESS .. 1.

2.



**Annexure-‘D’**

**Format for quoting Consultancy Fees**

I/we hereby agree to render Consultancy services as defined in Clause-1 of the agreement form and also agree to abide by all terms & conditions set forth in the said form. My/our fee for above mention Consultancy services will be.....Percent of the estimated cost of Rs 66.00 lakhs (Rs. Sixty six lakhs only) which is as per estimated cost worked out by the CUH.

This offer is valid for a period of Ninety days from the date of opening of tender by the CUH.

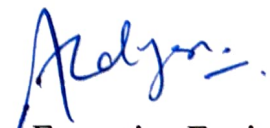
Signature and Stamp of Consultant

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## Annexure-'E'

## Payment schedule for Consultancy Services:

Sr. No.	Description	Time schedule
1	On submissions of preliminary drawings or Conceptual plans i.e. Internal arrangement and approval their to by the CUH.	5% of the total remuneration quoted by the Consultant
2	Submission of an application with required detailed drawing and obtaining approval from concerned local authorities, if any	10% of the total remuneration quoted by the Consultant
3	Submission of design calculation and its approval there to by the CUH	10% of the total remuneration quoted by the Consultant
4	For preparation of detailed drawings, schedule of quantities along with details of measurements for calling tenders and also PERT/CPM chart of the building and other services	15% of the total remuneration quoted by the Consultant
5	For submission of architectural/structural/working drawings for building and other services viz electrical, electrical installations, sanitary and water supply, fire fighting and lifts etc.	15% of the total remuneration quoted by the Consultant
6	For the periodical inspection of the works as per the clause 4.2 and also submission of the inspection reports	25% of the total remuneration quoted by the Consultant
7	On furnishing of completion drawings and completion certificates from concerned local authorities, if any	20% of the total remuneration quoted by the Consultant



Executive Engineer

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