

श्री सिद्धिविनायक गणपती मंदिर ट्रस्ट, प्रभादेवी

( महाराष्ट्र शासन नियंत्रित )

दि :- १८.१२.२०२४

आर्किटेक्ट्स / इंटरियर डिझायनरच्या नियुक्तीसाठी दरपत्रके मागविण्याबाबत सूचना

श्री सिद्धिविनायक गणपती मंदिर न्यासाची संपूर्ण मंदिर व प्रतीक्षालय इमारतीच्या अंतर्गत नुतनीकरण करण्यासाठी अभियांत्रिकी आराखडा तयार करून त्याप्रमाणे काम करून घेण्याकरिता तसेच न्यासातर्फे राबविण्यात येणाऱ्या विविध ई-निविदा , दरपत्रक , प्रस्तावित उपक्रम ( इलेक्ट्रिक , सिव्हील , आयटी , फायर फायटिंग , वातानुकुलीन यंत्रणा ) या प्रक्रियेसाठी नामांकित आर्किटेक्ट/इंटरियर डिझायनरची नियुक्ती करावयाची आहे. या बाबतची संपूर्ण माहिती न्यासाच्या संकेत स्थळावर उपलब्ध आहे. दरपत्रकधारकांनी लाखेने सिलबंद लखोट्यावर ठळक अक्षरात विषय स्पष्टपणे नमूद करावा.

i) दरपत्रके प्रसिद्धीचा दिनांक - अर्ज फॉर्म १९/१२/२०२४ ते २५/१२/२०२४ (७ दिवस)

सादर कामाची पाहणी करण्यासाठी दि. १९.१२.२०२४ ते २४.१२.२०२४ या कालावधीत स. १०.०० ते ४.०० वाजेपर्यंत न्यास कार्यालयाशी संपर्क साधावा.

(ii) दरपत्रके सादर करण्याची शेवटची तारीख : २६/१२/२०२४ संध्या. ४.०० वाजेपर्यंत

(iii) सिलबंद तांत्रिक लिफाफा उघडण्याची तारीख : २७/१२/२०२४ दु. २.वाजता

मूल्य लिफाफा उघडण्याची तारीख : २७/१२/२०२४ दु. ३ वाजता

सही /-  
कार्यकारी अधिकारी

✓

CONDITIONS OF ENGAGEMENT OF ARCHITECT FOR . PROVIDING INTERIOR DESIGN PLANNING & CORRECTIVE SUPERVISION WORK FOR SHREE SIDDHIVINAYAK GANAPATI TEMPLE AND PRATIKSHALAY STRUCTURE, PRABHADEVI

PART-I (A)

Instruction to the Applicants before filling up of Application form

1. As the time is the essence of the Contract Agreement, the ability and competence of the applicants to render required services within the specified time frame will be the major factor while deciding the selection of the Architects.
2. On behalf of the *Siddhivinayak Ganapati Temple Trust*, sealed bids are invited from qualified and experienced architects for the proposed project. The eligibility criteria and conditions for participation are as follows:
3. **Eligibility criteria of Architect/ firms**  
The Architect/ Architectural firm should have an Office, **located** in Mumbai region and Registered with Council of Architecture possessing 10 years of extensive experience of rendering Consultancy Services. The Architect/ Architectural firm should have carried out at least 3 (Three) similar projects of value not less than Rs 50 Lakhs during the last 5 years. Such completed projects should have the scope of Design on for Walls and Ceilings, Modular workstation, CCTV, Security Systems, Plumbing and Sanitary works Electrical work UPS and IT Server Room, False ceiling, Flooring and air-conditioning work with periodic and regular site corrective supervision as and when required.  
  
(Supporting documents must be furnished along with soft copy of already executed work)
4. The application shall be signed by the Architects or authorized person(s) on behalf of the firm having necessary authorization/ power of attorney to do so. Each page of application-needs to be signed for authentication (copy of power of Attorney registered Partnership Deed of firm needs to be furnished along with the application and Original should be produced subsequently for verification).
5. Intending applicants are required to submit their full Bio-Data giving details about their firm, experience, technical personnel, proven competence to handle major works, in house computer aided facilities etc. in the enclosed Performa.
6. The application must be accompanied with registration certificate with the Council of Architecture, PAN card with IT return for last 3 years including the copy of GST Registration.
7. If the space in the proforma is insufficient for furnishing full details, such information may be supplemented on separate sheet stating therein the name of the Preform and serial number. Separate sheets shall be used for each part of the application. Separate sheets must be duly signed and sealed.
8. The applicant Architect must have experience of preparation of concept plan services and cost estimation based on current Schedule of Rates of PWD and Non- Schedule items if required based on market rate analysis.
8. The applicant may engage the services of well qualified specialists or consultants pertaining to services relevant to the work at his own risk and cost and no extra payment will be made by Trust of the Shree Siddhivinayak Ganapati Temple in this regard.

11

9. While filling up the application with regard to the list of important projects completed or on hand, the applicants shall include separate sheet in the prescribed format for the services to be rendered by the firm.

10. **Experience Requirement:**

The bidder must have successfully completed **three (3) similar projects** of comparable scale and nature within the **last five (5) years**. The works cited by the bidder must demonstrate expertise in design, execution, and completion, and should be of a standard acceptable to the Trust.

11. **Verification of Works:**

The *Temple Authorities* reserve the right to conduct **site visits** to verify the projects submitted by the bidder as proof of experience. The quality, authenticity, and relevance of the completed works will be assessed during this process.

12. **Evaluation and Selection:**

Submission of the **lowest bid does not guarantee award** of the tender. The final decision regarding the selection of the bidder will be based on the discretion of the Temple Trust, taking into consideration overall qualifications, experience, quality of previous work, and the requirements of the project.

13. **Rights of the Temple Trust:**

The *Siddhivinayak Ganapati Temple Trust* reserves the absolute right to accept or reject any or all bids, to cancel or modify the tender process at any stage, or to award the contract in the manner deemed most appropriate. The decision of the Trust in this regard shall be final and binding.

Architects who meet the above requirements and are interested in participating in this tender are requested to submit their bids in accordance with the terms and conditions specified



9. SCOPE OF WORK:

- a. To prepare sketch designs/ presentation drawings making revisions as per requirements of TRUST OF THE SHREE SIDDHIVINAYAK GANAPATI TEMPLE till sketch designs are finally approved by the competent authority of TRUST OF THE SHREE SIDDHIVINAYAK GANAPATI TEMPLE and making preliminary estimates of cost.
- b. To prepare architectural working drawings, structural drawings including, services drawings-electrical, plumbing, sanitary, fire-fighting, air-conditioning and all other drawings for various trades infrastructural facilities required for completion of the project.

REQUIREMENTS:

- i. To understand the scheme/ planning from the Temple officials.
  - ii. To prepare & submit the conceptual design/ layout for review/ suggestions for the Temple officials
  - iii. To prepare & submit finalized design/ layout incorporating amendments/ suggestions form the Temple officials.
  - iv. Sign off the finalized design/ layout from the temple officials.
  - v. To prepare cost estimation based on current Schedule of Rates of PWD and Non- Schedule items if required based on market rate analysis
  - vi. To assist/ consult Temple officials for statutory approvals required, if any.
  - vii. To assist/ consult Temple officials for floating the tender's to invite the bidders/ contractors for execution
  - viii. To issue the working drawings/ designs related to the execution works.
  - ix. To conduct a periodic and regular site visit / corrective supervision as and when required.
  - x. To certify the RA Bills of the contractors with the Temple Authorities.
  - xi. To issue work completion certificate against the certification of RA Bills.
  - xii. To present for the various meetings conducted for the subject works
  - xiii. To prepare & submit the completion report and completion certificate of the project.
- 
11. The prospective applicant should visit the work site to understand the nature and scope of work with prior intimation to Trust of the Shree Siddhivinayak Temple office, Mumbai
  12. The application must be accompanied with tender cost estimate with bill of quantities the proposed work.
  13. The total consultancy fee and schedule of payment shall be duly filled up as per annexure IV. The consultancy fee shall be inclusive of GST and any other taxes as applicable. Deduction of income tax etc. will be made at source at the time of making payment.

Signature with seal of Architect/Architectural Firm



ANNEXURE-I

Details of the qualification: **works** executed (please mention only such works-which qualifies for the category/ class for which you have applied)

Sl. No.	Name Of work	Work executed for (name of the organization with address, concerned office & telephone no.)	Nature of work (in brief)	Location of the work	Actual value of the works	Stipulated time for completion	Actual time for completion	If work left incomplete or terminated (furnish reasons)
1								
2								
3								
4								
5								
6								

Signature with seal of Architect/Architectural Firm

**ANNEXURE-II**

Details of the major works in hand (please mention only such works which qualifies for the category/ class for which you have applied)

Sl. No.	Name Of work	Work executed for(name of the organization with address, concerned office & telephone no.)	Nature of work (in brief)	Location of the work	Actual value of the works	Stipulated time for completion	Remarks, if Any
1							
2							
3							
4							
5							
6							

Furnish the names with address and telephone number of three responsible clients/ persons for whom the applicant has carried out major works for obtaining information about the quality as well as performance of applicants.

Sino	Name of the Official	Organization	Address	Contact numbers
1				
2				
3				

Signature with seal of Architect/ Architectural Firm



ANNEXURE-III

Registration/

Empanelment

with Government/ Public Sector / Institution

Sl. No.	Name of the organization	Nature of works
1		
2		
3		
4		
5		

Signature with seal of Architect/ Architectural Firm



ANNEXURE-IV

Consultancy fee and schedule of payment

- a. Fees shall be paid as per Council of Architecture Norms
- b. Schedule of payment.

Rs.

<p><b>Stage 1</b> On submitting conceptual designs and rough estimate of cost.</p>	
<p><b>Stage 2</b> On submitting the required preliminary design for Trust's approval along with the preliminary estimate of cost.</p>	
<p><b>Stage 3</b> A. On incorporating Trust's suggestions and submitting drawings for approval from Trust/ statutory authorities, if required. B. Upon Trust's / statutory approval necessary for commencement of construction, wherever applicable</p>	
<p><b>Stage 4</b> Upon preparation of working drawings, specifications and schedule of quantities sufficient to prepare estimate of cost and preparation o</p>	
<p><b>Stage 5</b> On inviting, receiving and analyzing tenders; advising Client on appointment of contractors.</p>	
<p><b>Stage 6</b> a. On submitting working drawing and details required for commencement of work at site. b. I) On completion of 20% of the work II) On completion of 40 % of the work III) On completion of 60% of the work IV) On completion of 80 % of the work V) On virtual Completion</p>	





PROPOSED TIME SCHEDULE FOR COMPLETION OF  
WORK (STAGE WISE)

1.

2.

3.

