

RAJASTHAN DRUGS & PHARMACEUTICALS LIMITED
Road no. 12, V.K. I Area, Jaipur- 302013 (Rajasthan) India

TENDER DOCUMENT

FOR

ARCHITECTURAL

AND

TECHNICAL CONSULTANCY

SERVICES

Tender Document No.- GIA/03
Tender Document Cost Rs. 100/-

Jan 2013

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RAJASTHAN DRUGS & PHARMACEUTICALS LTD.

(A "MINIRATNA" ENTERPRISE OF GOVT.OF INDIA)

Road No.12 V.K.I. Area, Jaipur-302013 Ph.: 2330509, 2330740, Fax: 0141-2330461
Emial: support@rdpl-india.com

**Tender Invitation For
Architectural & Technical Consultancy Services**

Sealed tenders are invited for architectural & related technical consultancy services for factory building (approx 32,000 sq. feet). Tender document consisting scope of work, schedule of services etc. may be collected from Manager (Materials) on any working day from 2 PM to 4 PM on payment of Rs.100/- in cash or DD (In favor of Rajasthan Drugs and pharmaceuticals Ltd.).Tender can be downloaded from Website also. The tender fees of Rs. 100/- in form of demand draft should be enclosed along with technical bid. The tenders duly completed must reach latest by 20.02.2013 up to 3 pm which shall be opened at 4 pm on the same date. For details please visit our website: www.rdpl-india.com.

Date: 06.02.2013

Factory Manager



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SECTION-1
SCOPE

OF

WORK

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1. SCOPE OF WORK:

The Consultant shall be required to provide the Architectural & professional services for the Construction of factory building as WHO-GMP/GLP guidelines with in the premises of Rajasthan Drugs & Pharmaceuticals Limited at Road No 12, VKI Area , Jaipur, in respect of the following works and he shall make available specialized consultancy services as demanded by the various components of the facilities and their specific requirements. The Consultant shall be required to carry out as a minimum, but not limited to the following scope of work given hereunder: -

- 1.1 Preparation & approval of conceptual drawing of the building
- 1.2 Preparation of Architectural drawing with details such as plan, elevations, sectional drawings, structural drawing, Presentation drawings, 3D presentation of elevation/ 1-point view of interiors, Working drawings (All), Structural, Electrical, Plumbing, Elevation Details, Working drawings, Doors & Windows schedule, Wall Elevations, Firefighting (Smoke detector only), Air conditioning Detail, Data voice transfer, location of CC TV Cameras, Door access and Inter locking system Inner wall color, locations of emergency exits as per guideline, False ceiling detail, Point work & other necessary details, c) Preparation of the tender document, analysis of the bids & allotment of work to the contractor,
- 1.3 Complete administration of the of the work in consultation with RDPL Engineer In charge. **Architect has to depute a qualified engineer who will be present at the site** and will ascertain the work schedule & make progress reports as per RDPL format. He will also ascertain the quality control & submission of aforesaid reports & stock maintenance of the material under RDPL scope.
Final area of work will be settled after the submission of drawings.
RDPL reserves the right to reduce or increase the area.

2. SCHEDULE OF SERVICES: The Consultant shall after taking instructions from the Owner carry out as a minimum but not limited to the following services:-

- 2.1 Liaise with the Owner to determine the project proposal.
This brief shall:
 - 2.1.1) Arrive at the short and long term needs of the Owner RAJASTHAN DRUGS & PHARMACEUTICALS LIMITED in terms of activities, as mentioned in the scope of work.
 - 2.1.2) Provide base facilities as envisaged in this scope including schematic layout of the facilities.
- 2.2 Furnish a site evaluation with basic approach to circulation, activity distribution and interaction, external linkages and prepare a Campus Plan.
- 2.3 Prepare conceptual designs based on requirements identified by the Consultant and the Owner, study alternative solutions (as may be suggested by the owner) in consultation with the Owner, and provide 'materials and cost estimate'.

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- 2.4 Modify conceptual designs incorporating required changed / augmentation as suggested by the Owner and prepare preliminary designs for Owner's approval along with revised estimates of cost and materials.
- 2.5 Prepare drawings incorporating the changes as agreed upon in consultation with the Owner necessary for submission to statutory bodies for sanction, if required. Statutory fees as per rules and regulations, for obtaining approvals, from the concerned statutory authorities shall be payable by the owner as actual.
- 2.6 Provide to owner for his use specifications and other particulars for construction for all items connected with all works including utilities / services. The specifications so prepared shall comprehensively cover all aspect of construction, erection, supply etc. necessary for actual construction/ installation of services.
- 2.7 Prepare construction drawings and details for structural and Architectural design, electrical, water supply and other utility services. Prepare datasheets, Architectural finishes, and specifications, schedule of quantities and detailed cost estimates and materials.
- 2.8 Prepare tender documents on behalf of the Owner, recommend short list of contractors for invitation to tender for various aspects of constructions work, invite tenders, assess tenders, recommend award of contracts and assist the Owner to negotiate contracts.
- 2.9 Appoint contractors on behalf of the Owner and prepare and administer contracts of the Owner.
- 2.10 Prepare and issue complete working drawings and details sufficient to commence work at site and for proper execution during construction.
- 2.11 Conduct general administration of construction contracts including keeping and checking contractors' bills, issuance of certificates of payment, periodic supervision of construction works as necessary to ensure that the project is being constructed in accordance with the contract or contracts, provide supervision of the construction work mutually agreed with the Owner.
- 2.12 Provide any other services considered necessary for functional completion of the project.
- 2.13 Depute a qualified engineer at site for the administration of the construction contract

3. PROVIDE REVIEW AND INSPECTION:

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The architect / consultant shall review / inspect the project on a regular basis as per the requirements of the owner, preferably once in every fortnight. During the review / inspection, the architect / consultant shall cover the following points but will not be limited to the same:

- 3.1 Ensure the construction to be in conformity with the approved plans specifications and architectural / structural / services drawings.
- 3.2 Analysis of construction procedures to ensure adherence to good workmanship ethics and to eliminate chance of sub-standard work / deviation from specifications as a result of the same.
- 3.3 To suggest any new concepts, features during course of construction which if incorporated will result in architectural enhancement / cost economy / functional convenience etc.
- 3.4 Company reserves the right to make changes / alteration in the drawing during construction which may need the change in drawing which will have to be submitted immediately for further progress of work at no extra cost.
- 3.5 Four sets of drawings will have to be submitted at every stage.
- 3.6 Consultant shall give 4 sets of blue print of all the drawings after the completion of the construction.
- 3.7 Any other work deemed necessary for the project.



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SECTION-II

TERMS

&

CONDITIONS

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4 Eligibility Criteria.

4.1 The consultant should have experience for supervision in construction of Pharmaceuticals WHO- cGMP/GLP plant and 5 years' experience for similar works. He should submit the details like monetary value, list of clients and proof of satisfactory completion of work along with the technical bid.

5 Terms & Conditions

5.1 RDPL reserves the right to reject any or all tenders without assigning any reason for doing so.

5.2 The Quotation / Offer must be sent in double sealed envelopes, wherein the inner sealed envelop must bear the inscription "QUOTATION FOR ARCHITECTURAL & CONSULTACEY SERVICES DUE ON 20.02.2013".(Technical Bid) & Quotation for architectural consultancy services due on dt. 20/02/13 (Financial Bid)

5.3 He should have through knowledge of WHO-GMP/GLP & pharmaceuticals plant drawing and design for satisfactory execution of the project.

5.4 The architect has to engage the service consultant say structure, Plumbing, electrical, HVAC and estimator. The architect has to produce them in physical and they should visit for discussion whenever required.

5.5 The earnest money of the unsuccessful bidders shall be returned back with in period of one month however the EMD of successful bidder shall be converted into security deposit and shall be payable after successful competition of work. No interest shall be payable on the security held in deposit.

5.6 The offer should be summited in two separate envelopes i.e Technical bid and financial Bid.


5.6 Information required along with the technical bid :

5.6.1 EMD of Rs. 5000/- in the form of demand draft in favor of Rajasthan Drugs and Pharmaceuticals Ltd. payable at Jaipur.

5.6.2. Information required at 4.1 of eligibility criteria

5.6.3. If tender is downloaded from Website Rs. 100/- demand draft in favor of Rajasthan Drugs and Pharmaceuticals Ltd. payable at Jaipur to be enclosed with the technical Bid towards the cost of the tender.

5.7.Information required along with the financial bid :

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5.8. The Financial Bid should carry the quoted rates in per Sq. Ft. for civil work total approx. area is 32000 sq.ft

The services of consultant shall be required for the following works:

- 5.8.1. Open Product Change Room (Primary Area),
- 5.8.2. Expansion of Bottle Storage Area.
- 5.8.3. Airlock & Bottle entry to washing area
- 5.8.4. Raw Material Storage,
- 5.8.5. Improvement at Flammable Solvent Area,
- 5.8.6. Modification in existing cafeteria to convert in formulation development with modular furniture,
- 5.8.7. Construction of Scrap Yard to New Area,
- 5.8.8. Electrical substation extension,
- 5.8.9. Material receiving Bay & etc. - A. RM store, Engineering store, B. New Bottle Storage, C. Beta- Lactum area,

5.9. Rate of following items to be quoted in the following format-

5.9.1. Firefighting system (Fire Alarm, Firefighting, Fire Detection & Hydrant System)

Sr. No.	Description	Qty	Rate
A	Fire Hydrant System Consisting of Hydrant Pump, Diesel operated pump, Jockey Pump, Electrical Panel, pipe line etc. in the factory campus having an area of 40000 Sq. Mtr	As per site requirement.	
B	Fire Alarm System with panel etc. in factory		

5.9.2. CC TV and Public Address System

Sr. No.	Description	Qty	Rate
1	CC TV cameras in production Building including corridors	50 Nos. Approx.	
2	Electrical cable & conduiting for above		
3	CC TV Monitors	05 Nos. Approx.	
4	Public address system with speaker, cables, Amplifier etc.		

5.9.3. Door access system and interlocking system

Sr. No.	Description	Qty	Rate
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1	Door access and interlocking system	25 Nos.	
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5.9.3. Emergency Exits as per safety guidelines, Metallic False Ceiling in Old Factory Area, Epoxy Flooring/ ACP, Paneling in the corridors).

Sr.No.	Description	Qty	Rate
1.	Emergency Exits as per safety guidelines	06	
2.	Metallic False Ceiling in Old Factory Area,	16000sq feet	
3.	Epoxy Flooring/ ACP Pannelling in the corridors).	4000sqfeet	

6. PROFESSIONAL FEE

The Professional Fee for the civil work shall have to be quoted on per square feet basis. Total area is approx. 32000 sq. feet for the civil work. For other items , the rates are to be quoted as per the given format. The stages of payment to the consultant shall be decided at the time of awarding the work to the consultant. The Terms of payments shall include:

- 6.1 Service Tax shall be payable extra, on the above, wherever applicable.
- 6.2 Deduction at every stage of payment will be made as per Govt. Rules for Income Tax etc. & other charges as applicable.
- 6.3 Five percent of every payment made at each stage will be deducted at as security money which shall be refundable upon completion of entire project / work assigned satisfactorily.
- 6.4 The time schedule for the projects will have to be decided only after the preparation of drawings, as the consultant will have to give services till the last bill is finalized. The final construction time schedule will also have to be planned by the consultant in consultation with the owner.

7. EFFECTING PAYMENT TO THE CONSULTANT:

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7.1 The payment to the Consultant during various stages shall be on account payments and will be adjusted in the final payment. The payment to Consultant at various stages shall be made on basis of cost estimates accompanying respective stages.

7.2 No deductions shall be made from the remuneration of the Consultant on account of penalty, liquidated damages, part rates or other sums withheld from payment to or recovered from the contractor.

7.3 The cost of the projects shall be the cost of the building work as calculated on the accepted tenders including the cost of structural, sanitary, plumbing and electrical work, mechanical equipments and graphic signage i.e. on all items on which the Consultant had rendered professional services (excepting that of renewable energy systems not designed by the Consultant). It shall exclude the cost of the Owner's site office, cost of land and cost of Owner's representative for supervision of constructions.

8. REIMBURSABLE EXPENSES:

In addition to the fee payable under the preceding clauses, the Owner will reimburse the Consultant towards actual expenses the following:

8.1 Cost of presentation models, if required;

8.2 Copies of drawings shall be supplied free of charges at different stages as follows:

- | | | | |
|-----|--|---|-------------------|
| (1) | Architectural Drawings | : | 4 Copies to Owner |
| (2) | Structural Drawings | : | 4 Copies to Owner |
| (3) | Electrical Drawings | : | 4 Copies to Owner |
| (4) | Sanitary / Plumbing Drawings | : | 4 Copies to Owner |
| (5) | Any other drawing needed during execution or functional completion of the work | : | 4 Copies to Owner |

The cost of any additional copies required by the Owner shall be reimbursed to the Consultant.

9. OTHER EXPENSES:

Soil investigation, local topographic surveys, and water testing required before the commencement of design of each building shall be paid for as on actual by the owner.

10. EXECUTION OF ASSIGNMENT:

10.1 The drawings, specifications and documents as instruments of service are the property of the Consultant whether the project for which they are made is executed or not. However,

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they are not to be used for any other project except with the written consent of the Owner.

10.2 The Consultant shall assume full responsibility for the designs and specifications for items described in the scope of work.

10.3 The Owner shall have the liberty to postpone or not to execute any work or terminate the contract and the Consultant shall not be entitled to any compensation for not-execution of the work except the fees which are payable to the Consultant up to the stage of services already rendered.

11. EXECUTION / AGREEMENT:

After awarding the work, the agreement for architectural and technical consultancy services shall have to be executed on a non- judicial stamp paper of Rs. 100/- for which the stamp duty has to be borne by the consultant/architect.

12 LEGAL PROCEEDINGS:

All disputes and legal proceedings arising out of this order shall be lodged and admissible in Jaipur Court only and not outside Jaipur.