

**THE CHANDIGARH INDUSTRIAL AND TOURISM DEVELOPMENT CORPORATION LTD. SCO NO.121-122, SECTOR-17-B, CHANDIGARH**

**NOTICE INVITING EXPRESSION OF INTEREST**

Chandigarh Industrial and Tourism Development Corporation (CITCO) intends to appoint professionally qualified Consultant of Fire Safety & Emergency Services for CITCO Hotels/units". The detailed format may be obtained from the office of Executive Engineer, CITCO, Engineering Wing, Room No.84, ISBT, Sector 17, Chandigarh on any working day or can be downloaded from CITCO website [www.citcochandigarh.com](http://www.citcochandigarh.com)

Interested firms may apply on prescribed format and the same should reach in the office of Executive Engineer, CITCO on 20.06.2018 by 3.30 P.M and will be opened on same day.

**ELIGIBILITY CRITERIA**

1. The Consultant should have minimum experience of 5 years of providing the Consultancy in the field of Fire safety and emergency services in prestigious buildings.
2. Applications on the prescribed format (enclosed herewith) alongwith following documents in Envelope-1 should be submitted in the office of the Executive Engineer, CITCO.
  - a) Brief note regarding the profile of the firm.
  - b) List of works of providing consultancy (as per Sr.No.1 above) for which consultancy has been provided during last 05 years (ending 31/12/2017) alongwith the total cost of project and date of completion and certificate from concerned department/organization issued by the concerned authority as follows :-
    - i) One similar work having value of Rs.40.00 lacs. OR
    - ii) Two similar works having value of Rs.30.00 lacs each. OR
    - iii) Three similar works having value of Rs.20.00 lacs each.

Similar work means Fire detection system including panel and fire hydrant system including pumps, motors and related accessories.

- c) Affidavit on stamp paper that the consulting firm has not been blacklisted/debarred by any Govt. Semi Govt./Board/Corporation/ Private Organization during the last 05 years.
3. The Corporation reserves the right to reject any or all the applications without assigning any reasons at any stage of the process.

**Sd/-  
CHIEF GENERAL MANAGER**

**PRESCRIBED PROFORMA FOR CONSULTANCY TO APPOINT PROFESSIONALLY QUALIFIED CONSULTANT OF FIRE SAFETY & EMERGENCY SERVICES FOR CITCO HOTELS/UNITS AS PER NOTICE INVITING EXPRESSION OF INTEREST.**

Sr. No.	Description	To be filled in by the firm.
1.	Name & Address of the Applicant / Consultant.	
2.	Professional Qualification	
3.	Telephone No. / Telex No. / Fax No.	
4.	Legal status of the applicant ( attach copies of original document defining the legal status ).	
a)	An individual	
b)	A proprietary firm.	
c)	A firm in partnership	
d)	A limited company or Corporation.	
5.	List of key personnel of the firm alongwith their qualification and experience.	
6.	Has the applicant, or any constituent partner in case of partnership firm, ever been debarred / black listed by any Govt. / Semi Govt. / Board / Corporation / Private Organization. An affidavit in this regard be submitted.	
7.	Has the applicant, or any constituent partner in case of partnership firm, ever been convicted by a court of law ? If so, give details.	
8.	Detail of works of providing consultancy for Fire safety & emergency services in minimum 03 prestigious buildings during last 05 years (ending 31/12/2017) alongwith the total cost of project and date of completion and certificate from concerned department/ organization issued by the concerned authority.	
9.	Any other information considered necessary but not included above.	

Sr. No.	Description	Lump sum fee to be quoted
<b>A</b>	<b>CONSULTANCY FOR PROVIDING OF FIRE SAFETY &amp; EMERGENCY SERVICES FOR CITCO HOTELS/UNITS GIVEN BELOW-</b>	
i)	Sales Depot, Indl. Area, Chandigarh	
ii)	Multipurpose Community Centre, Indl. Area, Chd.	
iii)	IDFC, Indl. Area, Chandigarh.	
iv)	Hotel Mountview	
<b>B</b>	<b>Scope of Work</b>	
	a) To Provide detailed drawings & design, rough cost estimate, scheduled of work, detailed estimate having justification for rates and detailed specifications of items.	

<b><u>SCHEDULE OF SERVICES:</u></b>	
1	To prepare conceptual designs with reference to requirements given above and as per site conditions and get the same approved.
2	To prepare working drawings, specifications, schedule of Quantities and Estimates along with justification of Rates.
3	To supply 3 sets of detailed working drawings/designs and estimates.
4	To visit the site of work as and when desired by Engineer-in-Charge to clarify any decision or interpretation of the drawings and specifications.

**CONDITIONS:-**

1. The mode of payment to the Architect / Interior Designer shall be as follows:-

i)	On submitting the initial report alongwith rough cost estimate	-	10% of total fee payable.
ii)	On approval of the proposal from the office of Fire & Emergency Services U.T.Chandigarh	-	20% of the total fee payable less payment already made
ii)	Upon preparation of working drawings, specifications, and schedule of quantities sufficient to prepare the detailed estimate of cost and preparation of tender document.	-	50% of total fee payable less payment already made
vi)	During the execution of work payment on pro rata basis	-	90% of total fee payable less payment already made.
vii)	On completion of work and receipt of NOC from Fire & Emergency Services U.T.Chandigarh	-	100% of total fee payable less payment already made.

2. The Consulting firms shall prepare and submit the conceptual proposal within 30 days from the date of allotment.
3. The workings drawings alongwith complete detailed drawings, specifications, schedule of quantities, detailed Estimate and tender documents shall be submitted within 30 days from the approval of the initial proposal.
4. In the event of the consulting firm failing to comply the time schedule mentioned in the condition No.(2) & (3) above, he shall be liable to pay as compensation an amount equal to one percent or which the Engineer-in-Charge may levy on allotted amount for every day. Provided always that the entire amount of the compensation to be paid under provisions of this clause shall not exceed ten percent of the allotted amount. The Managing Director, CITCO may on representation from firm reduce the amount of compensation and this decision in writing shall be final.
5. The firm shall be fully responsible for the designs and specifications of different items prepared by him even if the initial drawings for the same have been approved by CITCO.
6. The firm shall make necessary revisions as may be required by CITCO in the drawings and other documents submitted by him and nothing extra shall be paid on this account.
7. In case the representative of the firm is required to visit out station concerning the work, expenditure for the same shall be borne by CITCO.
8. The consulting firm shall make available the samples of various materials to be used in the work.
9. In the event of the failure on the part of the consulting firm to perform in accordance with terms, the CITCO shall be at liberty to cancel the allotment at any stage and shall have the right to make full use of all or any of the drawings prepared and supplied by the Consultant.
10. If the firm abandons the work for any reason whatsoever, CITCO may make full use of all or any of the drawings prepared/supply him and he shall be liable to refund all the fees paid to him upto the date plus such damages as assessed by CITCO subject to a maximum of 10% of the total allotted amount.
11. The CITCO shall have the liberty to postpone or not to execute any work planned / designed by consultant.
12. The Consulting firm shall make necessary revisions as may be required by CITCO in the drawings and other documents submitted by him and nothing extra shall be paid on this account.

13. Conditional offers are liable to be rejected.
14. Income tax shall be deducted as per rules.
15. In the event of dispute the matter shall be referred to Managing Director, CITCO whose decision shall be final and binding on both parties.
16. CITCO reserves the right to reject any or all the offers without assigning any reason.
17. GST shall be paid over & above the quoted rates. The consulting firm shall provide the GST invoice showing the GST component.

I/We hereby certify that all the statements made and information supplied above are true and correct.

Signature of the authorized  
person of the Consulting firm  
With seal

**Sd/-  
SDE(E-I )  
CITCO**

**Sd/-  
SDE(E-II)  
IHM**

**Sd/-  
Executive Engineer  
CITCO**

**Sd/-  
Chief General Manager  
CITCO**

