

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 for the work of "Replacement of Electric Boilers with heat pumps and improvement in the HVAC system of CITCO Hotels". 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

Interested firms may apply on prescribed format and the same should reach in the office of Executive Engineer, CITCO on 27.09.2018 by 3.30 P.M and will be opened on same day.

ELIGIBILITY CRITERIA

1. The Consultant should have minimum experience of 7 years of providing the Consultancy in the similar fields in the hotel/malls/institutes.
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 07 years (ending 30/06/2018) alongwith the total cost of project and date of completion and certificate issued by the concerned authority of department/organization as follows:-
 - i) One similar work having value of Rs.80.00 lacs. OR
 - ii) Two similar works having value of Rs.60.00 lacs each. OR
 - iii) Three similar works having value of Rs.40.00 lacs each.Similar work means consultancy services for Providing of hot water system/heat pumps and HVAC system.
 - 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 07 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**

TECHNICAL BID (COVER-01)

PRESCRIBED PROFORMA FOR CONSULTANCY FOR THE WORK OF REPLACEMENT OF ELECTRIC BOILERS WITH HEAT PUMPS AND IMPROVEMENT IN THE HVAC SYSTEM FOR CITCO HOTELS 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 similar work during last 07 years (ending 30/06/2018) alongwith the total cost of project and date of completion and certificate from concerned department/ organization issued by the concerned authority as mentioned in the eligibility criteria.	
9.	Any other information considered necessary but not included above.	

FINANCIAL BID (COVER-02)

	CONSULTANCY SERVICES FOR THE WORKS OF HOTELS GIVEN AS UNDER :-	Fee to be quoted
1.	HOTEL SHIVALIKVIEW :- (REPLACEMENT OF ELECTRIC BIOLERS WITH HEAT PUMPS)	
2.	HOTEL MOUNTVIEW :- (REPLACEMENT OF ELECTRIC BIOLERS WITH HEAT PUMPS AND IMPROVEMENT IN HVAC SYSTEM OF HOTELS)	
Scope of Work		
A)	HOT WATER BOILER SYSTEM	
	a) Through checking/inspection of the existing boilers and preparing a detailed report regarding conditions of different components and recommendations regarding additions, alteration, replacement with new energy efficient heat pump systems etc.	
	b) Planning, designing of addition/alteration/replacement of the equipment	
	c) Preparation of detailed estimate for additions/alterations/ replacements based on analysis of rates with supportive quotations/documents.	
	d) Preparation of tender documents consisting of DNIT, Terms & conditions, specifications etc.	
	e) Evaluation of tenders .	
	f) Inspection of works during execution as and when required.	
B)	HVAC SYSTEM	
	a) Study of existing header system of the AC plant	
	b) Detail of addition/ alteration required in existing system of AC plant	
	c) Redesigning of existing header system and other plant & machinery for making power efficient HVAC system	
	d) Making required space for proposed addition/alteration in the AC plant	
	e) Supply of 3 set of layout drawings of the proposal and providing of tender document, Detailed estimate, rate analysis, schedule of quantities etc.	
	f) Evaluation of tenders at the stage of Technical and financial bid	
	g) Site visit for supervision during the execution of work as and when required by the deptt.	
	h) Overall responsibility for successful testing and commissioning of the system for a period of 6 months from the date of completion.	
	i) Any other consultancy required related to the same as and when required.	

CONDITIONS:-

1. The mode of payment to the Consultant 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 competent authority of CITCO	-	20% of the total fee payable less payment already made
ii)	Upon preparation of working drawings, specifications, and schedule of quantities, rate analysis sufficient to prepare the		50% of total fee payable less payment already made

	detailed estimate of cost and preparation of tender document.		
vi)	During the execution of work payment on pro rata basis	-	80% of total fee payable less payment already made.
vii)	On completion of work including testing commissioning		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, rate analysis, 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 conceptual proposal for the same have been approved by CITCO.
6. The firm shall make necessary revisions as may be required by CITCO in the specifications, 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 the Consultant.
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/supplied by him. The fee already paid to the Consultant shall be considered as full and final payment and no claim for the remaining fee from the agency shall be entertained by CITCO. The agency shall be blacklisted and debarred for future tendering in CITCO for a period of 3 years.
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)
CITCO**

**Sd/-
Executive Engineer
CITCO**

