

Bharat Heavy Electricals Limited
Piping Centre
Chennai-600 017. India

TENDER DOCUMENT (PRICE BID)

Name of work : Providing comprehensive Architectural consultancy for the construction of office building with green building features including development of plot for BHEL- Piping centre at Pallikaranai in Chennai

Value of work :

Tender Notice No. : 01 / 12-13

Tender Schedule No. : 01 / 12-13

Period of Contract : 24 Months including construction period

Issued to :



BHARAT HEAVY ELECTRICALS LIMITED
(A Government of India Undertaking)
Unit : Piping Centre.
Chennai-600 017

NOTICE INVITING TENDER

01. Name of work : Providing comprehensive Architectural consultancy for the construction of office building with green building features including development of Plot for BHEL – Piping Centre at Pallikaranai in Chennai
02. Estimated Cost : -----
03. Earnest Money Deposit : **Rs.1,50,000 /=-**
04. Completion Time : **Twenty Four (24) Months**
(From the date of contract agreement)
05. Cost of Tender Document : **Rs. 750**
06. Last Date for Receipt of Tenders : **1500 Hrs. on 07.03.2013**
07. Date of Tender Opening : **1530 Hrs. on 07.03.2013**
08. Maintenance Period : NIL

Tender document contains **28** pages including Bill of Quantities, Drawing etc.

Issued to Messrs. / Thiru :

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ISSUING OFFICER

ARCHITECT/CONSULTANT

ACCEPTING OFFICER

INSTRUCTIONS TO TENDERERS

1. The tender is open to all Architect / consultants. The Architect / consultants not borne on the approved list of architect / consultants of this Organisation must submit the following testimonials simultaneously with their tenders.
 - i. A Certificate to establish that the tenderer is an independent architect / consultant working on his own
 - ii. At least two certificates from responsible Officers of Government / Quasi Government regarding the tenderer's capacity to undertake and carryout the work tendered for or similar work satisfactorily.

NOTE :

- a) Copies of testimonials unless attested a Gazetted Officer will not be accepted.
 - b) Non – Submission of the above testimonials simultaneously with the tenders may result in the tender being rejected.
2. The tenders should be accompanied by a list of contracts already held by the architect / consultant at the time of submitting the tender and giving the following particulars.
 - a) Value of each contract
 - b) The balance value of work to be done on the same
1. The lumpsum rate offered is for comprehensive services as indicated in the scope and shall provide for the complete cost towards bore hole soil investigation, model preparation, site visit, fuel, temporary works, labour, materials, levies, taxes, transport, lay-out, rework, till acceptance by BHEL, supervision, establishment, services, revenue expenses, overheads, profits & all other incidentals etc., complete and irrespective of the floor area of the building proposed by the consultant / accepted by BHEL. The Architect shall extend the assistance for obtaining building approval, completion & Occupation certificate from CMDA and four rating certificate from Indian green building Council.
The service tax as applicable for this services, will be reimbursed on production of valid documentary evidence (exclusively for this work) of having paid service tax by the consultant.
3. Rate quoted shall include all royalties, terminal taxes, Octroi duties, Central or Provincial Excise Tax, Sales Tax and any other taxes leviable under the State 'or' Central Government rules. The Bharat Heavy Electricals Ltd., will not entertain any claim whatever in this respect.
 4. Should a tender find discrepancies 'or' omissions in the drawings 'or' any of the tender documents 'or' should be in doubt as to their meaning, he should at once address the authority inviting the tender for clarification. Every endeavor is made to avoid any error which can materially affect the basis of the tender but the successful tenderer shall take upon himself to provide for the risk of any error which may be subsequently by discovered and shall make no subsequent claim on account thereof.
 5. Tenders submitted by post should be sent "Registered Post with Acknowledgement due". These should be posted with due allowance for any delay in postal delivery. Tenders received after the due date and time of opening, tenders are liable to be rejected & returned.
 6. The architect / consultant's responsibility under this shall commence from the date of receipt of contract. The scheduled period of completion for this work will be as mentioned in NIT and the Architect / consultant will have to plan his work accordingly.

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7. No maintenance period is required in this contract.
8. Should a tenderer 'or' a architect / consultant on the list of approved Architect / consultants have a relative, 'or' in the case 'or' a firm 'or' Company of architect / consultants any of its share holders 'or' shareholder's relative, employed in a gazetted capacity in the Engineering Department of the Bharat Heavy Electricals Limited, the authority inviting tenders shall be informed of this fact at the time of submission of the tender, failing which tender, may be disqualified 'or' if such fact subsequently comes to light, the contract may be rescinded in accordance with the relevant provisions in the General Conditions of Contract.
9. If tenderer expires after the submission of his tender 'or' after the acceptance of his tender the BHEL may, at their discretion, cancels such tender. If a partner of a firm expires after submission of tender 'or' after the acceptance of the Tender, BHEL may cancel such Tender at their discretion unless the firm retain its character.
10. The Bharat Heavy Electricals Limited will not be bound by any power of attorney granted by the tenderer 'or' by changes in the composition of firm made subsequent to the execution of the contract. They may however accept such power of attorney and changes after obtaining proper legal advice, the cost of which will be chargeable to the contract concerned.
11. If the tenderer deliberately gives wrong information in tender 'or' creates conditions favourable for the acceptance of his tender, the Bharat heavy Electricals Limited, reserves the right to reject such tender at any stage.
12. Words importing the singular number shall also be deemed to include the plural number and vice versa where the context so requires.
13. The expenses for completing and stamping the agreement shall be paid by the architect / consultant.
14. The General and special conditions are complementary to each other and where they are conflict the Special Conditions shall prevail. In regard to matters not covered by the General and Special Conditions of Contract, those contained in the Tamil Nadu Building Practice Standard Specifications 'or' CPWD 'or' other specifications approved by the Bharat Heavy Limited, Shall apply.
15. Tenderers shall not increase their quoted rate in case the Bharat Heavy Electricals Limited, negotiates for reduction of rate. Such negotiation shall not amount to cancellation 'or' withdrawal of the original offer and the rate originally quoted shall be binding on the tenderes for a period of **three months** from the date of opening of tenders.
16. Canvassing in any form in connection with tenders is strictly prohibited and the tenders submitted by the architect /consultants who resort to canvassing will be liable to rejection.
17. All architect / consultants will have to produce copy of **PAN Card** and **Income tax Return** for the preceding three years along with their tenders. Those Architect / consultants whose income is not taxable will be required to give an affidavit of their income on the prescribed form.

TENDER NOTICE

NAME OF WORK : Providing Comprehensive Architectural consultancy for the construction of office Building with green building features including development of Plot for BHEL - Piping Centre at Pallikaranai in Chennai .

1. SEALED TENDERS for the above noted work are hereby invited from architect / consultant experienced in works of similar kind and magnitude. Tenders will be received by SENIOR MANAGER /CIVIL, Bharat Heavy Electricals Limited, Chennai- 600 017 upto 15.00 Hrs. on **07.03.2013** and will be opened on the same day at 15.30 Hrs in the Office of the Senior Manager / Civil in the presence of such of those tenderers 'or' their certified agents who may choose to attend.
2. TENDER FORMS and other particulars regarding the proposed work can be obtained on any working day from 9.00 AM to 5.30 PM up to **06.03.2013** on payment of the prescribed sum of **Rs. 750** /- per set (including sales Tax) . Amount not refundable.
3. TENDERS must be submitted in sealed covers and should be addressed to **SENIOR MANAGER / CIVIL**, New No: 80, G.N. Road, T-Nagar, Chennai-60017 with full name and address of the tenderer and the name of work being noted on the cover.
4. All entries in the tender documents should be in one ink. **Erasers and over writings are not permitted.** All cancellations and insertions should be duly signed by the tenderer concerned.
5. TENDERERS should fill in all the required particulars in the blank spaces provided for this purpose in the tender documents and also sign each and every page of Tender Documents including the drawings attached there to before submitting their tender.
6. The lumpsum rate offered is for comprehensive services as indicated in the scope and shall provide for the complete cost towards bore hole soil investigation & testing, model preparation, site visit, fuel, temporary works, labour, materials, levies, taxes, transport, lay-out, rework, till acceptance by BHEL, general supervision, establishment, services, revenue expenses, overheads, profits & all other incidentals etc., complete and irrespective of the floor area of the building proposed by the consultant / accepted by BHEL. **However the service tax as applicable for this services, will be reimbursed on production of valid documentary evidence (exclusively for this work) of having paid service tax by the consultant.**
7. In quoting their rates, the renderers are advised to take account of all factors including any fluctuations in the market rates etc. No claim will be entertained on this account after acceptance of the tender 'or' during the currency of the contract.
8. Before tendering, the renderers are advised to inspect the site of work and its environments and be well acquainted with the actual working and other prevalent conditions position of materials and labour, General and Special Conditions of Contract. Instructions to tenders, drawings and Specifications and all other documents which form part of the Agreements to be entered into.
9. The rate quoted in the tender shall remain valid for a period **THREE MONTHS** from the date of opening of tenders.
10. In the event of tender being submitted by firm the tender must be signed separately and legibly by each partner of member of the firm 'or' in their absence, by the person holding the power of attorney on behalf of the firm concerned in the latter case a copy of the power of attorney duly attested by a Gazetted Officer must accompany the tender.

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11. Every tender must be accompanied with EMD for the amount as specified in Page no: 01 in any of the form mentioned in Para 12 of the "Instruction to Tenderers" .This Earnest Money will be refunded to the unsuccessful tenderer with in fifteen days of finalization of the award of work. In case of the successful tender the Earnest Money will be retained as part of the Security Deposit for satisfactory Completion of the work in accordance with clause 16 of the General Condition of Contract.

NOTE: Cheque, Currency Notes and Money orders will not be accepted in lieu of the deposit receipt referred to above.

12.1 EARNEST MONEY DEPOSIT (EMD)

- a) Every Tenderer is required to remit a sum of **Rs.1,50,000/- (Rupees One Lakh Fifty Thousand only)** towards EARNEST MONEY DEPOSIT (**EMD**) to the Cashier, Bharat Heavy Electricals Limited, Piping Centre, No. 80/93, G N Road, T. Nagar, Chennai – 17 ' or' by **Demand Draft** drawn in favour of "BHARAT HEAVY ELECTRICALS LIMITED" payable at Chennai-17. The Photocopy of the Cash receipt issued to the Tenderer shall be enclosed along with the sealed Technical Bid.
- b) Tenders submitted by parties who do not pay EMD will not be considered and are liable for rejection.
- c) The EMD of the successful tenderer will be retained towards part of Security Deposit. In the case of unsuccessful tenderers, the EMD will be refunded to them within fifteen days from the date of award of work to the successful bidder. However, no interest (or) damages would be paid to the Bidders for delay in refund of EMD beyond the above specified period.
- d) BHEL reserves the right to forfeiture of EMD in case the successful tenderer:
- (i) Fails to communicate unqualified acceptance of our Letter of Intent within 7 days from the date of LOI.
 - li) Fails to start the work as may be indicated in the Letter of Intent.
 - iii) After opening of the tender revokes / withdraws his tender within the validity period or revises / alters his earlier quoted rates / conditions.

12.2 Security Deposit

Security Deposit should be collected from the successful tenderer . The rate of Security Deposit will be as below:

Upto Rs. 10 lakhs	: 10%
Above Rs. 10 lakhs upto Rs.50 lakhs	: Rs.1 lakh + 7.5% of the amount exceeding Rs. 10 lakhs.
Above Rs. 50 lakhs	: Rs.4 lakhs + 5% of the amount exceeding Rs. 50 lakhs.

The security Deposit should be collected before start of the work from the architect / consultant.

12.3 Security Deposit may be furnished in any one of the following forms

- i) Cash (as permissible under the Income Tax Act)
- ii) Pay Order, Demand Draft in favour of BHEL.
- iii) Local cheques of scheduled banks, subject to realization.
- iv) Securities available from Post Offices such as National Savings Certificates, Kisan Vikas Patras etc.
(Certificates should be held in the name of Architect / consultant furnishing the security and duly pledged in favour of BHEL and discharged on the back).

- v) Bank Guarantee from Scheduled Banks / Public Financial Institutions as defined in the Companies Act subject to a maximum of 50% of the total security deposit value. The balance 50% has to be remitted either by cash 'or' in the other form of security. The Bank Guarantee format should have the approval of BHEL.
- vi) Fixed Deposit Receipt issued by Scheduled Banks / Public Financial Institutions as defined in the Companies Act . The FDR should be in the name of the architect / consultant, A/C BHEL, duly discharged on the back.
- vii) Security deposit can also be recovered at the rate of 10% from the running bills. However in such cases at least 50% of the Security Deposit should be collected before start of the work and the balance 50% may be recovered from the running bills.
- viii) EMD of the successful tenderer can be converted and adjusted against the security deposit.
- ix) The security deposit shall not carry any interest.

NOTE: Acceptance of Security Deposit against Sl. No. (iv) and (vi) above will be subject to hypothecation 'or' endorsement on the documents in favour of BHEL. However, BHEL will not be liable 'or' responsible in any manner for the collection of interest 'or' renewal of the documents 'or' in any other matter connected therewith.

- 13. Unless the architect / consultant whose tender is accepted signs the Contract Agreements and makes the necessary security deposit specified in Para 12 above within Seven days of the date of the order directing him to do so the amount of Earnest Money Deposit already deposited by him will be forfeited and acceptance of his tender withdrawn.
- 14. After tender opening if tenderer revokes his tender 'or' increases his earlier quoted rate 'or' after acceptance of his tender does not commence the work in accordance with the instruction of the Engineer-in-charge, the Earnest Money deposited by him will be forfeited and acceptance of his tender withdrawn. If only a part of the work included in the tender had been awarded to the tenderer, the amount of Earnest Money to be forfeited will be based on the value of the contract so awarded.
- 15. The Bharat Heavy Electricals Limited reserved the right to reject any 'or' all the received 'or' accept any tender 'or' part thereof without assigning any reason thereof. In the case acceptance of part of tender, time for completion may also be reduced to the extent considered appropriate by the Accepting Authority.
- 16. Conditional and Un witnessed tenders, tender containing absurd rates and amounts tenders which are incomplete or otherwise considered defective and tenders not in accordance with the tender conditions laid down by the Accepting Officer are liable to be rejected.
- 17. Tenders not submitted on the prescribed form are liable to be rejected
- 18. The work must be completed within a period as mentioned in Clause No.8.
- 19. The Chairman / Executive Director / General Manger / Additional. General Manager / Deputy General Manager / Senior Manager / Manager / Senior Engineer shall be Accepting Officer, herein after referred to as such for the purpose of this contract.
- 20. This tender notice shall be deemed to form an integral part of the contract to be entered into this work.

ISSUING OFFICER

ARCHITECT/CONSULTANT

ACCEPTING OFFICER

BHARAT HEAVY ELECTRICALS LIMITED
Piping Centre- Chennai-17

PREAMBLE

1. The scope of work covers Comprehensive Architectural consultancy services including, design drawing, Structural engineering, interior design, electrical layout for the proposed office building as per **Green building Norms**, bore hole soil investigation, providing assistance for obtaining Green building certificate from Council & building completion certificate from CMDA and cover all other amenities for the building and plot of Piping Centre, BHEL at Pallikaranai in Chennai, Tamilnadu. **The base input for this project is the minimum required built up area (Office area) of 71128 Sqft in the form of Silt + Seven Floors.** The detailed scope of services is explained in the following pages in this tender document.
2. Time is the essence of the contract. Being a time bound expansion scheme with capital expenditure, the architect / consultant should make all efforts to complete the work in time. Even though the overall completion period is indicated as **24 months (4 months for release of entire approved drawings + 20 months to extend services during the construction period + extension if any)**, the release of approved drawings and good for construction drawings shall be completed progressively and handed over as per agreed split up schedule.
3. The tenderers are advised to visit the new plot at Pallikaranai in Chennai and get themselves acquainted with the site conditions before submitting the offer.
4. Quoted rate shall be firm throughout the contract period of **24 months**, including extended period if any due to Architect and no cost escalation is allowed on any account.
5. The lumpsum rate offered is for comprehensive services as indicated in the scope and shall provide for the complete cost towards **bore hole soil investigation**, model preparation, site visit, fuel, temporary works, labour, materials, levies, taxes, transport, lay-out, rework, till acceptance by BHEL, supervision, establishment, services, revenue expenses, overheads, profits & all other incidentals etc., complete and irrespective of the floor area of the building proposed by the consultant / accepted by BHEL.

However the service tax as applicable for this services, will be reimbursed on production of valid documentary evidence of having paid service tax by the consultant .
6. Some changes are likely in the layout, design and specifications of the work. The rates quoted shall be deemed to be inclusive of all such contingencies.
7. The services shall be carried out as per Civil Engineering Department Work & Safety procedure, AWS / BIS specifications, standard code of practice and as per the instructions of Engineer-in-charge. The brief description of services required is given in the bill of quantities provided in the Price Bid. **Tenderer has to quote rates both in figures and in words for the items given in the Bill of Quantities from page 21 to 23 provided in the Price Bid.**
8. After award of the service contract, the architect / consultant has to furnish the EMD & Security deposit, as per Clause 12 of Tender Notice, attached in the Price Bid. Also it is to be noted that after award of the service contract, the consultant has to furnish 50 % of security deposit before the commencement of work.

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9. Since the responsibility for the quality, workmanship and accuracy of any work being carried out under this service contract lies with the consultant, the consultant should ensure that no re-work is done.
10. The decision of Engineer-in-charge shall be final and binding on the architect / consultant regarding clarification of items in this tender schedule.
11. The works contract to be entered into with the successful tenderer will be governed by the BHEL Revised General Conditions of Contract in force.
12. The architect / consultant shall strictly adhere to various labour laws in force.
13. The architect / consultant has to submit the organization chart of their set up for the works and any change thereafter in the organization set up shall have the prior approval of BHEL.
14. The architect / consultant should submit the programme for the completion of work and the list of machineries and site personnel to be deployed for the work along with tender.
15. All the works shall be as per the standard specifications as provided in TNBP / BIS. / CPWD and the materials recommended for incorporation in the work shall conform to the respective TNBP & BIS, CPWD and National Building Organisation, Standard Specifications forming part of "ALL INDIA STANDARD SCHEDULE OF RATES" specifications and shall be got approved by the Engineer-in-charge before actual incorporation in the work.
16. The architect / consultant should extend fullest co-operation with the third party agencies engaged, if any by BHEL to adhere the Quality Control Procedures ensuring quality.
17. The architect / consultant should extend full co-operation to the other architect / consultants who may be doing other works in the same areas to enable them to execute their portions of work without any delay 'or' difficulty.
18. With regard to specifications not covered by the General and Special Conditions of Contract, those contained in the Tamil Nadu Building Practice Standard Specifications 'or' other specifications approved by Bharat Heavy Electricals Limited, shall apply.
19. Purchase preference policy if applicable will be extended to CPSE bidders subject to other terms & conditions as provided in the office memorandum issued by DPE. The tenderer has to furnish copy of Government circular for claiming purchase preference.
20. Tenderers are requested to furnish the duly filled in **E format** attached as separate sheet along with a cancelled cheque leaf to accept Electronic fund transfer / R T G S transfer for any payment from BHEL.
21. Bank Guarantee format can be obtained after award of work in case of successful tenderer.
22. No advance / mobilization advance will be given.
23. LD / Penalty clause is applicable as per General Conditions of Contract in force.
24. BHEL reserves its right to reject a tender due to unsatisfactory past performance in the execution of a contract at another project/unit awarded against a different enquiry.

ARCHIECTURAL CONSULTANCY:

The primary objective of Structural Design is to evolve a strong, durable and an efficient skeleton so that the space which architecture encloses, and the form in which it expresses itself as interior content and an exterior container, becomes an organic extension of one another. Structure is so fundamental to architecture that it actually determines its two-pronged functions; the utilitarian appropriateness and the expressive power of aesthetics. Structural design as a creative discipline assumes an indispensable position as a natural extension of Architectural Design. Endowed with an extraordinary power of conceptualization and creativity, an architect can conjure up unprecedented structural systems leading to the genesis of design-ideas introducing new concepts of Space and Form. In other words, the architect's contribution to structural design can effectively bring about qualitative change in the built-environment to stimulate the advancement of society towards a higher order of civilization.

Landscape Architecture deals with the analysis, planning, design, management, preservation and rehabilitation of land and also determines the environmental impact. It is a science capable of objective analysis and synthesis leading to an ecologically-sensitive design, which is self-sustainable. It integrates from the very conception, the elements of architecture, urban design and civil engineering for meaningful and practical solutions. Landscape architecture covers a wide spectrum of professional expertise, ranging from landscape planning at the regional and city scale on the one end, to the small and medium scale of public and private landscape at the other. It involves dealing with such sites as office plazas/ public squares, highways, city parks/ national parks, housing developments, institutional campuses, zoological and botanical parks.

In case of Interior Architecture, the primary objective is to generate a purposeful ambience such as would stimulate the user's creative potential through multifarious activities. It must facilitate the individual's sense of orientation, identification and eventual appropriation of architectural spaces, that meld the interiors and exteriors into symbiotic relationships through varied experiences of scale, volume, light and shade. Interiors are not only to protect the users from the extremes of weather but also to nurture them emotionally. Since the interior spaces are truly the life-force of any building, they must be designed (and not decorated) as detailed artistic articulation of the basic architectural concept with deep insight and sensitivity to fulfill the fundamental functional - and aesthetic needs that are efficient and pleasant to live and work in. The development of design is a very conscious act and it infuses life into interiors subconsciously. Creativity is the essence of architecture and harmony an essential aim of architects. Architecture that has been recognized as great, in the historic past as well as in our own time, has been harmonious with nature and its immediate environment. These are the essential tenets of design which architects aspire to follow.

1. SCOPE OF WORK

The Architect (who is referred as consultant also) is required to provide services in respect of the following to the proposed office building incorporating green building concept & there by to achieve **four star rating** as per National Rating system for Green buildings.

A green building is one which uses less water, optimises energy efficiency, conserves natural resources, generates less waste and provides healthier spaces for occupants, as compared to a conventional building.

The architect is also required to provide complete services in respect of other infrastructure that are proposed in the same plot such as outdoor substation, security booths, main entrance / gate, compound wall, two wheeler parking shed, sump, water treatment plant, sewage treatment plant & water reuse, internal road, pathway, landscape etc.,

Part I - ARCHITECTURE

(a) OFFICE BUILDING:

- 1.1 Conduct bore hole soil investigation & test at five locations in the proposed building area by engaging any of the expert team in the field including water sampling & testing to arrive at the safe bearing capacity of the soil for incorporation in the design. Taking department's instructions and preparation of design in brief.
- 1.2 Site evaluation, analysis and impact of proposed development on its immediate environs.
- 1.3 Design and site development.
- 1.4 Structural design.
- 1.5 Sanitary, plumbing, drainage, water supply and sewerage design.
- 1.6 Electrical, electronic, communication systems, data centre and design.
- 1.7 Heating, ventilation and air conditioning design (HVAC) and other mechanical systems like lift etc.
- 1.8 Fire detection, Fire protection and Security systems etc.
- 1.9 Rain water harvesting.
- 2.0 Non conventional energy like solar energy etc for day to day requirement.

(b) INFRASTRUCTURE BUILDINGS:

- 2.10 Taking instructions from the department, preparation and submission of schemes on the above aspect of these buildings / facilities for BHEL's approval.

Part II ALLIED FIELDS

1.11 Landscape Architecture for the frontage and surroundings of the office building as detailed below.

Site planning, Landform and grading, Surface drainage design and water management, Irrigation design, Open space design - hard and soft areas, Planting design, Landscape structures and features, Garden Furniture design, Illumination design, Graphic design and signage etc.,

1.12 Interior Architecture of the office building as detailed below.

Site evaluation and assessment, Interior design, space planning / development & volumetric study, Architectural additions and alterations, Design of fixed items of work, loose furniture & interior related civil works, Illumination design, Sound and acoustic design, Graphic design and signage, Indoor plants cape, Selection of materials, equipment and other interior related elements, Integration of all Engineering services, Periodic inspection and evaluation of works at site, Architectural Conservation, Graphic Design and Signage etc.,

1.13 Peripheral & Road for the total plot area as detailed below:

Preparation of design and drawing for the entire peripheral with gates for covering the plot area. Necessary culvert for the approaching road area and formation of road inside & outside the plot area.

2. SCHEDULE OF SERVICES :

The Architect shall, after taking instructions from the department, render the following services:

CONCEPT DESIGN

2.01 Ascertain department's requirements, examine site constraints & potential; and prepare a design brief for BHEL's approval.

2.02 Prepare report on site evaluation and analysis and impact of existing and / 'or' proposed development on its immediate environs.

2.03 Prepare drawings and documents to enable the department for final decision on the rest of the buildings, at the site of the project.

2.04 Furnish report on measures required to be taken to mitigate the adverse impact, if any, of the existing and / or proposed development on its immediate environs.

2.05 Prepare conceptual designs with reference to requirements given and prepare rough estimate of cost on area basis.

PRELIMINARY DESIGN AND DRAWINGS

2.06 Modify the conceptual designs incorporating required changes and prepare the preliminary drawings, sketches, etc., for the Department's approval along with preliminary estimate of cost on area basis.

DRAWINGS FOR DEPARTMENT'S / STATUTORY APPROVALS

2.07 Prepare drawings necessary for Department's / statutory approvals like CMDA/ LEED certification and ensure compliance with codes, standards and legislation, as applicable and cover all other amenities for the building and plot. Any correction 'or' alteration required for statutory approval, it should be incorporated in the drawings then and there & necessary prints should be submitted for resubmission to authority.

WORKING DRAWINGS AND TENDER DOCUMENTS

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2.08 Detailed Engineering viz. Design of structures as per the approved design basis, getting the design **vetted by** the approved institutions like **IIT, SERC, NIT, Anna University** preparation of working / good for construction drawings (architectural, structural and all other) technical specifications, schedule of quantities, arriving rate for individual items, cost estimate and tender documents including code of practice covering aspects like mode of measurement, method of payments, quality control procedures on materials & works and other conditions of contract. The architect shall release three sets of drawings, tender documents & bill of quantities with individual item rate along with one reproducible copy and soft copy on compact disc. For preparation of BOQ, all scheduled items shall be taken from DSR 2012 and for other non scheduled items shall be worked out based on market rate.

CONSTRUCTION

2.09 Prepare and issue good for construction drawings (Structural, Architectural, PH E etc) including civil, electrical, drainage, sewerage, water supply, rain water harvesting, external electrification, AC, fire protection, I.T related works, Acoustics and details for proper execution of works during construction. The architect shall release three sets of drawings with one reproducible copy and soft copy on compact disc.

2.10 Visit the site of work / design office irrespective of number of visits as the case may be, to clarify the design & drawing during construction and where necessary clarify any decision, offer interpretation of the drawings/specifications.

COMPLETION

2.11 Prepare and submit completion reports for the project as required and extend the assistance for obtaining "Completion/ Occupancy Certificate" from statutory authorities, wherever required and also to get the four star rating certificate from Indian Green Building Council.

2.12 Issue three sets of as built drawings including services and structures along with one reproducible copy and soft copy on compact disc.

INCIDENTAL SERVICES:

2.13 The entire incidental services related with the activities shall be deemed included in the scope of services. No extra payment shall be made for the incidental services.

2.14 Revision of drawing and designs shall be made by the architect as and when required by BHEL. No payment shall be made for any revised drawing prepared by the architect and as well as supply of revised drawing prints (three sets).

3. PROFESSIONAL FEE

3.01 In consideration of the professional services rendered by the Architect, he shall be paid professional fee and other charges as offered by the architect at the time of tendering as lump sum amount and accepted by the department.

3.02 Any tax levied by law, such as Service tax, etc. contingent to professional services rendered by the Architect, shall be payable by the Department, over and above the gross fees charged by the Architect in relation to the services provided. However applicable service tax will be reimbursed by BHEL only on submission of the documentary evidence (exclusively for this work) for having paid so by the Architect.

4. SCHEDULE OF PAYMENT

The Architect shall be paid professional fee in the following stages consistent with the work done:

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No advance payment is entertained on appointment / Signing of Agreement / Acceptance of offer and 10% on each stage payment as security will be retained by BHEL till completion of entire activities.

Stage 1 On submitting conceptual designs and rough estimate of cost.	10% of the total fees payable.
Stage 2 On completion of bore hole soil investigation, submitting the reports & submitting required preliminary scheme for the Department's approval along with the preliminary estimate of cost.	20% of the total fees payable less payment already made at Stage 1.
Stage 3 (a) On incorporating Department's suggestions submit the drawings. Assist for drawing submission to CMDA for approval. Assist for Registration with Indian Green building Council for Certification.	30% of the total fees payable less payment already made at Stages 1 and 2.
(b) Upon Department's approval, arrange for drawings vetted by IIT / SERC / NIT/Anna University at his own cost which are necessary for commencement of construction by the architect.	35% of the total fees payable less payment already made at Stages 1 to 3 (a).
Stage 4 Upon preparation of technical specifications and schedule of quantities as per DSR2012 including preparation of estimate for inviting tender. Submission of Quality control procedure.	45% of the total fees payable less payment already made at Stages 1 to 3(b).
Stage 5 a) On submitting working drawings and arrange for the details required for commencement of work at site and supplying the model of the proposed building.	65% of the total fees payable less payment already made at Stages 1 to 4.
b) On completion of 20% of the building work (Which means 20% of certified bill value of main building work)	70% of the total fees payable less payment already made at Stages 1 to 5 (a)
c) On completion of 40% of the building work	75% of the total fees payable less payment already made at Stages 1 to 5 (b).
d) On completion of 60% of the building work	80% of the total fees payable less payment already made at Stages 1 to 5 (c)
e) On completion of 80% of the building work	85% of the total fees payable less payment already made at Stages 1 to 5 (d)
f) On Virtual Completion	90% of the total fees payable less payment already made at Stages 1 to 5(e)
Stage 6 Assist for getting Completion Report & Occupancy Certificate by Statutory authorities and submitting as-built drawings, Assist for getting Four star rating Certificate from Indian Green building council.	100% of the fees payable less payment already made at various stages plus the retained amount towards security.

4.1 Progressive, on account, payments will be made by the Department to the Architect against any of the above stages based on the quantum of work done during that stage, as may be mutually agreed to between the Department and the Architect. The architect fee also includes

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cost of travel (to & fro), boarding & lodging and local transport for any visit made by his staff to the site 'or' such other place as may be necessary in connection with the execution of work and in connection with the performance of duties referred to in this agreement.

4.2 Cost of presentation models, computer simulation, presentation drawings, etc., prepared at the instance of the Department for purposes other than the Design and execution of the project are included under the Architect / Consultant fee and no extra payment is entertained.

5. General

5.1 Adequacy of Design

The Services to be rendered by the architect / consultant shall be based on National Building Code – 2005 amended upto date, relevant applicable latest codes and sound engineering practices. Major decision and specification shall be reviewed by BHEL to the extent desired. Approval of any design / drawing by BHEL shall however not relieve the Consultant in discharging their responsibilities regarding the adequacy of design and proper functioning of the works. The Consultant shall be fully responsible for the adequacy, accuracy and quality of entire services performed by them in accordance with accepted standards of safety, earthquake requirements, environment protection, rain water harvesting and public health. The Consultant is required to provide services based on extant rules, local bye – laws, applicable standards CPWD specifications/schedules, Indian Railways,/ TNPCB, sound engineering practices all updated, and / 'or' as instructed by BHEL.

5.2. Addition and alterations

BHEL shall have the right to request in writing changes, additions modifications 'or' deletions in the design and drawing of any part of the work and to request in writing additional work in connection therewith and the Architect / Consultant shall comply with such request. The decision of the department shall be final .No extra amount is called for.

5.3. Foreclosure of contract

BHEL reserves the right for foreclosure of contract without assigning any reason whatsoever. The payments in the event of foreclosure of contract shall be restricted to the amount defined for each activity independently and in the event of such termination the Architect / Consultant shall be entitled to all such fee for the services rendered and liable to refund the excess payment if any made to him over and above what is due in terms of this agreement on the date of termination and the employer may make full use of all 'or' any of the drawings prepared by the Consultant.

5.4. Rescinding of contract

In the event of failure on the part of the Architect / Consultant to complete work in time 'or' to the complete satisfaction of the department 'or' in the event of committing breach of any one 'or' more of terms and conditions of the agreement, the department shall be entitled to rescind this contract without prejudice to right to claim damages 'or' remedies under the law. The period of notice to be given to rescind contract will be 7 days. In the event of such termination, the Consultant shall be liable to refund the excess payment if any made to him over and above that is due to him on the date of termination. The department will be entitled to make full use of all 'or' any of the drawings / documents prepared by Consultant. In such case BHEL shall have power to engage another Consultant to carry out the balance work on the basis of the drawings already prepared, debiting the excess amount if any so paid to the second Consultant subject to a maximum of 10% of the total fee which would have been deducted as security deposit plus the amount of performance security. Consultant shall pay to the department all such excess expenditure within 30 days of issue of notice failing which Consultant shall be debarred from consultancy jobs of BHEL in future besides taking other course of action under law to recover such amount.

5.5 Non submission / submission of Deficient Documents

Bidder shall ensure submission of all documents required / requested for in the Bid document. BHEL shall not revert back for seeking deficient documents and shall not be responsible for the same. The financial Bids of Consultants whose technical Bids are found to contain deficient documents may not be opened for further processing.

5.6 Copyright / proprietary right

The Architect / Consultant hereby agrees that the fee to be paid as provided in this agreement will be in full and final for functions to be performed by him and no claim whatsoever shall be made against BHEL in respect of any part relating to the plans, drawings and other documents submitted by Consultant. The drawings, design, plan, related details prepared and acquired by the Consultant for the work entrusted to him under this agreement will become the property of BHEL. The drawings, design, plan, related details cannot be issued to any other person, firm 'or' authority 'or' used by the Consultant for any other project without prior permission of BHEL.

5.7. Site Meetings

The site meetings shall be held during execution of the work with the Consultant to sort out any problems 'or' to provide any missing information in connection with the work. The meeting may be convened by the department as per the need. However, at least one routine meeting shall be held in a month. There will be no limit on the number of meetings /site visits and nothing extra shall be payable on this account.

6. DEPARTMENT'S ROLE AND RESPONSIBILITIES

The Department shall discharge all obligations connected with the project and engagement of the Architect as follows:

6.01 To provide detailed requirements of the project, site plan to a suitable scale showing boundaries, contours at suitable intervals, existing physical features including any existing roads, paths, existing structures, existing service and utility lines and such lines to which the proposed service can be connected. In case such information is not readily available, the Department will arrange for the collection of necessary information.

6.02 To furnish specific conditions/ statutory stipulations/ Codes of Practice / Schedule of rates, etc., desired to be followed.

6.03 To get building plan approval from CMDA for construction, building completion certificate & Four star Green building certificate from Indian Green Building Council.

6.04 Execution, Supervision of site works, measurement & billing.

7. DELIVERABLES BY THE ARCHITECT

7.01 The Architect shall appoint any of the expert group in soil investigation field for conducting bore hole soil investigation & submit the report including the water sampling & testing..

7.02. The Architect shall keep the Department informed about the progress of work in his office. Submit program chart to departmental acceptance.

7.03 The Architect may appoint specialised consultants in consultation with the Department, if necessary .

7.04 After the initial drawings approved by BHEL, the Architect has to submit 3D model of the project with lighting arrangement & see through cover. Also, at the final stage of Project any corrections in the model with respect to as- built shall be attended by Architect. The quoted rate is all inclusive.

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- 7.05 The Architect shall be responsible for the direction and integration of the consultants work, the calculations, the detailed design and evaluation of the work..
- 7.06 The co- ordination drawing may also be required during execution of the work to ensure integrated construction of all the components. It is the responsibility of the architect to prepare the additional drawings required for proper execution of the work which may be visualised during construction work.
- 7.07 The Architect shall supply to the Department, free of cost, up to three sets of drawings at different stages.
- 7.08 . **The Architect shall prepare the total drawings with BOQ (for Planning, design& Execution) for this entire projects with the base input of the minimum required built up area (office area) of 71128 SqFt in the form of Silt + seven Floors.**
- 7.09 The Architect shall not make any deviations, alterations 'or' omissions from the approved drawings, involving financial implications without prior consent of the Department.
- 7.10 All the approved drawings shall be the property of BHEL. The same shall be submitted to the department immediately after getting them approved.
- 7.11 The Architect shall exercise all reasonable skill, care and diligence in the discharge of his duties and shall exercise such general superintendence and inspection as may be necessary to ensure that works are being executed in accordance with the Conditions of Contract.
- 7.12 BHEL may review the work carried out by the consultant at Architectural planning, detailed engineering 'or' at any pre-constructional stage to get satisfied with the standards and procedures adopted by the consultant to make available the concerned documents to BHEL on demand.
- 7.13 It is the responsibility of the architect to plan and design the building complex based on standard engineering practice and adopting the Green building concept . The architect shall stand guarantee for the performance of the system designed by them for a minimum of 25 years. **A guarantee bond on standard approved proforma shall be provided by the architect.**
- 7.14 Architect / Consultant shall provide detailed computations and back up of structural design sheets to BHEL
- 7.15 The Architect / Consultant shall provide all drawings and designs on auto CAD STADD-PRO 'or' any relevant computer programmes. Copy of final design / drawings shall be made available to BHEL in soft copy also.
- 7.16 All structural designs shall be **got proof checked by the Architect / Consultant from IIT / SERC / NIT/Anna University** at his own cost. Nothing extra shall be paid on this account. The structural design drawings and the calculation sheets shall be signed and verified by the proof checking agency and the certificates regarding safety of structure as per codal provisions shall be submitted to BHEL.
- 7.17 The Architect has to prepare and submit completion reports for the project as required and extend the assistance for obtaining "Completion/ occupancy Certificate" from Statutory authorities, wherever required and also assist for getting four star rating certificate from Indian Green building council.
- 7.18 The Architect has to arrange for General supervision of Works.

8. TIME SCHEDULE

The activities under Clause 1 & 2 are basically divided into two phase viz. Phase 1 up to and including the stage of Preliminary design & drawing and Phase 2 up to and including the release of approved drawing for tender purpose, bill of quantities with individual item rate and detailed estimate. The duration of phase 1 is 30 days from the date of signing of contract agreement. The duration of phase 2 is 30 days from there on. The duration of construction phase is earmarked for **Eighteen Months**. The above services are to be performed as per the following schedule: -

Activity No.	Activity	Duration
1.	Bore hole soil investigation & testing , Upto and including the release of conceptual design & Preliminary drawing	30 days from the date of agreement
2	Up to and including the release of approved drawing for tender purpose, bill of quantities with technical specification based on DSR 2012 and detailed estimate, drawing vetting by IIT/SERC/NIT/Anna University. Arrange drawingsfor submission to CMDA	30 days from the completion of activity 1
3	Issue of Good for construction drawings-construction phase. Release of Quality control procedure.	Within 60 days of completion of activity 2
4	Submission of Completion Report and drawings for issuance of completion / occupancy certificate by statutory authorities, wherever required and on issue of as- built drawings. Assist for getting four star rating certificate from Indian building Council.	20 Months of completion of activity 3

SCHEDULE 'A'

LIST OF WORKS AND PRICES

NAME OF WORK: Providing comprehensive Architectural consultancy for the Construction of office building with green building features including Development of Plot for BHEL-Piping centre at Pallikaranai in Chennai .

DETAILS & QUANTITIES of each item of work shown in the BILL OF QUANTITIES are only approximate. They are given as a guide for the purpose of tendering only and are liable to variation and alteration of the Competent Authority. The work under each item as executed shall be measured and priced at the corresponding rate quoted by the architect / consultant in the BILL OF QUANTITIES

Sl.No.	Description of work / supplied	Total amount of work / supplies (in figures and words)		Period of contract
		Rs.	Ps.	
1.	Providing comprehensive Architectural consultancy for the construction of office building with green building features for BHEL-Piping centre at Pallikaranai in Chennai			Twenty Four (24) MONTHS

BILL OF QUANTITIES

Sl. No.	Appx. Qty.	Description of work	TNBP No.	Rate (Both in Unit fig & Words)	Amount	
					Rs.	Ps.

AS PER SEPARATE SHEETS ATTACHED CONTAINING 03 PAGES

FROM SERIAL No. **20 to 22**

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BHARAT HEAVY ELECTRICALS LIMITED
PIPING CENTRE, CHENNAI – 600017

BILL OF QUANTITIES

NAME OF WORK: Providing comprehensive Architectural consultancy for the construction of office building with Green building features including development of Plot for BHEL- Piping centre at Pallikaranai in Chennai.

Sl. No.	Quantity	Description of work	Rate (both in figures and in words)	Unit	Amount Rs. P.
(1)	ONE SET	Providing comprehensive architectural / Engineering consultancy services for the construction of office building with Green building features including development of Plot comprising the scope of activities as follows and as indicated elsewhere in this tender. Taking department's instructions and preparation of design brief, conducting bore hole soil investigation & testing, Site evaluation, analysis and impact of proposed development on its immediate environs, Design and site development, Structural design, Sanitary, plumbing, drainage, sewerage design, Electrical layout & design, power backup, electronic, communication systems and design, Heating, ventilation and air conditioning design (HVAC), DG and other mechanical systems like lift for service & passenger, etc, Fire detection, Fire protection, sensor, emergency exit, Staircase, Public addressing and Security systems, Rain water harvesting, Non conventional energy like solar energy etc for day to day requirement & Terrace design. Landscape Architecture for the frontage and surroundings of the office building as detailed below. Site planning, Landform and grading, Surface drainage design and water management, Irrigation design, Open space design - hard and soft areas, Planting design, Landscape structures and features, Garden Furniture design, Illumination design, Graphic design and signage etc.,			LUMPSUM (A)

Sl. No.	Quantity	Description of work	Rate (both in figures and in words)	Unit	Amount Rs. P.
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Interior Architecture of the office building as detailed below:

Site evaluation and assessment, Interior design, space planning / development & volumetric study, Architectural additions and alterations, Design of fixed items of work, loose furniture & interior related civil works, Illumination design, Sound and acoustic design, data centre requirement, Graphic design and signage, Indoor plants cape, Selection of materials, equipment and other interior related elements, Integration of all Engineering services, Periodic inspection and evaluation of works at site, Architectural Conservation, Graphic Design and Signage, care shall be given for the requirement of Physically challenged persons etc.,

Preparation of model based on the final approved drawing of the building.

ALLIED INFRASTRUCTURE:

Providing architectural / Engineering consultancy services for all other infrastructures within plot such as filtered water supply distribution & reuse, underground sump for corporation water including fire fighting requirement & sewage, OHT, storm water drain, sewage treatment plant, security room, vehicle parking shed, peripheral details, outdoor substation building, rain water harvesting, Gates at main entrance, internal road, elevation scheme in general etc., as per the scope of activities detailed below.

Providing all design calculations along with drawings vetted by IIT/SERC/NIT/ Anna University and assist for getting commencement certificate, NOC's, intermediate inspection certificate & final NOC's, completion certificate and occupancy certificate from CMDA. Also, assist to get Green building Four star rating certificate from Indian Green building Council.

Cost includes all site visits, preparation of quality control procedure & General supervision of works.

Sl. No.	Quantity	Description of work	Rate (both in figures and in words)	Unit	Amount Rs. P.
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Taking instructions from the department, preparation of Bill of quantities for individual items with rates and submission of overall schemes on the above for BHEL's approval including technical specification for the special items involved in the work.

(2)	12	Same as above - Monthly LUMPSUM Rate for extended period of contract beyond the initial 24 months due to no reason of Architect / Consultant (Rate applicable for one year)		Month	(B)
TOTAL (A+B)			

(RUPEES ONLY)

NOTE:-

1. The work will be awarded to the lowest bidder (L1)
2. Service Tax will be extra as applicable for this contract. Service Tax paid by the contractor with respect to this work will be reimbursed by BHEL on production of documentary evidence for having paid the service tax.
3. Income tax shall be deducted (TDS) as per the Income tax rules prevailing.
4. The period of contract is Twenty Four months. The contractor is required to plan accordingly and complete the work in time.

SCHEDULE 'B'

1. The following materials will be issued FREE of cost to architect / consultant at BHEL Stores / Stock yard.

Sl.No.

PLACE OF ISSUE

.....Nil.....

SCHEDULE 'C'

ISSUE OF TOOLS AND PLANTS TO ARCHITECT / CONSULTANTS

Sl.No.	Qty.	Particulars	Details of BHEL Crew Supplied	Hire Charges Per unit Per Day	Place of Issue	of	Remarks
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.....Nil.....

- a. Machineries shall not be operated over time without the written permission of the Sr. Manager / Manager / Dy. Manager /Engineer.
- b. All Coolies, Watermen etc., required in addition to BHEL crew mentioned in column 4 above shall be arranged by the architect / consultant at his own expense.

SCHEDULE 'D'

NOTE : Drawing is to be signed by the Architect / consultant as well as the officer entering into contract.

SL.No.	DRAWING NUMBER	DESCRIPTION
1		Layout showing the Plot Area

SCHEDULE 'E'

LEAD STATEMENT

Sl.No.	Name of Material	Name of Source	Lead Particulars
NOT APPLICABLE			

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C.A.....Date
(To be used in conjunction with BHE Ltd., General Conditions of Contract)

AUTHORITY TO TENDER

Tender Notice No. **01 / 12-13**

Office of the
SR.MANAGER /CIVIL
BHARAT HEAVY ELECTRICALS LIMITED
Piping Centre / CHENNAI-17

Tender Schedule No. **01 /12 -13**

LUMPSUM RATE TENDER for work required in

“Providing comprehensive Architectural Consultancy for the construction of office building with Green building features including development of Plot for BHEL- Piping Centre at Pallikaranai in Chennai. “

Messrs / Mr.

.....of.....

are / is hereby authorized to tender for the above work. The Tender is to be delivered at the Office of the SENIOR MANAGER / CIVIL, Bharat Heavy Electricals Limited, Piping Centre, CHENNAI-600 017, **upto 15.00 hrs. on 07.03.2013** addressed to the SENIOR MANAGER / CIVIL, BHARAT HEAVY ELECTRICALS LIMITED, PIPING CENTRE, No: 80, G.N.CHETTY ROAD, T-NAGAR, CHENNAI- 600 017, superscribing the name of work as mentioned above.

Any correspondence concerning this tender should be addressed as indicated above quoting the Tender Notice, Schedule No. and other relevant particulars.

Issuing Officer with
Designation

Contract Agreement No.....

ARCHITECT/CONSULTANT

ACCEPTING OFFICER

TENDER

To

THE SENIOR MANAGER / CIVIL,
BHARAT HEAVY ELECTRICALS LIMITED,
PIPING CENTRE,
NO: 80, G.N. CHETTY ROAD,
T-NAGAR,
CHENNAI-600 017

I / We hereby offer to carry out the work of

“Providing comprehensive Architectural Consultancy for the construction of office building with Green building features including development of Plot for BHEL - Piping Centre at Pallikaranai in Chennai “

I / We hereby carefully perused the following documents connected with the above noted work and agree to abide by the same.

- 1.Specifications (General & Particular)
- 2.Drawings
- 3.Schedule ‘A’, ‘B’, ‘C’, ‘D’ & ‘E’
- 4.BHE Ltd., General & Special Conditions of Contract, Tender Notice and Instructions to Tenders attached hereto.

I / We forward herewith the sum of Rs.....as Earnest Money, which shall be refunded should this tender be rejected. I / We further agree to deposit such sum which along with the sum of Rs.....mentioned above shall make up 50% of the fully Security Deposit for this work as provided for under conditions of the BHARAT HEAVY ELECTRICALS LIMITED General Conditions of Contract.

I / We further agree to execute all the work referred to in the said documents upon the terms & conditions contained ‘or’ referred therein and as detailed in Schedule ‘A’ and Bill of Quantities annexure.

I / We further agree to refer all disputes, as required by condition 56 of the General conditions of Contract to the sole arbitration of an Officer, to be appointed by the General Manager, B.H.E Ltd., in his sole discretion whose decision shall be final and binding.

WITNESS

Signature of the Architect / Consultant

Date :

1.
2.

ARCHITECT/CONSULTANT

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GENERAL SUMMARY

1. Net Cost of works 'or' building etc., from Schedule 'A' Rs.
.....
Total Rs.
.....

Rupees.....
.....
.....

Shri..... in
the capacity of
has been duly authorized by me / us to sign the tender for and on behalf of
.....

(in block letters)

Date : SIGNATURE OF ARCHITECT / CONSULTANT

Witness : Postal Address :

1.....
Address

Telephone No.

2.....
Address

..... alterations have been made in the Tender Document and as evidence that these alterations were made before the execution of contract agreement, they have been initialed by the Architect / consultant and the

.....
.....
.....

.....the said officer is hereby authorized to sign and initial on my behalf the documents forming part of this contract (Number of alternation in figures and words to be given here)

The above tender is accepted by me on behalf of the Bharat Heavy Electricals Limited, Piping Centre, Chennai-600017. for a sum of Rs.....

.....
.....

.....at the percentage rates as indicated in Schedule 'A'.

SignatureDate.....

Designation

