

## FINANCIAL BID

(To be submitted in separate sealed envelope)

### NOTICE FOR APPOINTMENT OF PROJECT ARCHITECT / CONSULTANT FOR FURNISHING WORK OF HEAD OFFICE-KAPURTHALA

FORMAT FOR PROFESSIONAL FEES (On Letter Head of the applicant)

To

Date: \_\_\_\_\_

General Manager  
Punjab Gramin Bank  
HO Kapurthala.

**Sub: PROFESSIONAL FEE FOR ARCHITECTS/ARCHITECTURAL FIRM**

We have studied the Bank's requirement for furnishing of Head office at Sultanpur Road- Kapurthala

The Bank has clearly spelt out scope of work and its requirement, in brief details of which are as under:

- To survey the site and make physical verification of existing conditions and prepare a design conforming to Bank's requirements which includes total interior designing encompassing all elements like flooring, false ceiling, workstations, storage facilities, related civil works, electrical, fire safety system, CCTV system and security system etc. The design shall bring out ambience for the "feel good" factor in various parameters.
- To prepare such design, colour schemes, material specifications and present to the Bank total scheme which includes detailed layout plan, furniture & fixture details, elevation.
- The Project Architect shall prepare preliminary drawings to be discussed and finalized by Bank's Competent Authorities. The Architect shall prepare such preliminary drawings till the final layout is selected. Based on approval of the plan by the Bank, the Architect / Project Consultant will have to furnish detailed drawings, specifications, bill of quantity, detailed estimate and final tender documents for further review and approval by the Bank.
- On final acceptance to codify the plan, concept, and specification encompassing all relevant aspect in a very comprehensive manner ideally suited for practical implementation. More particularly, bill of quantities, specifications, approved makes of materials and such required details, which shall be comprehensive and of required clarity for actual implementation of the project.
- To prepare proposal of the final layout plan fit to be submitted for approval to various local authorities like Municipalities, Fire Brigade, environment, Water Department. Traffic etc. if needed and insisted by local authorities.
- We are agreeable to undertake the work as per the information furnished by the Bank, we are also agreeable to submit the Layout and estimated cost of project within one week after approval by the Bank. We submit herewith price-bid in respect of professional fee which is as under:



All Services detailed out in Scope of works. (Annexure –I)

Sr.No	Parameter	Professional fees
1.	Preparing standard layout / plans /The layout will be revised till it meets requirement of the Bank. The charges quoted will be inclusive of furnishing detailed plans, elevations. Preparation of required nos. of final tender documents to be issued to the contractors which will include detailed specifications of item including civil / interior / electrification / air conditioning / fire safety, etc. cross sectional details of 'Officer's table, work station, credenza, side tables, chairs, sofa, center table, main entrance door, false ceiling, notice board, display board, storage and any other item required for furnishing and renovation, etc.	
A	Professional fee in terms of actual value of designed work completed excluding readymade items (90% of estimated cost).	_____ % of actual value of work. Professional fee will be Rs -----
B	Professional fee in terms of actual value of work completed on readymade items, which are not designed by the Project Architect. (Chairs/DG set/ Cost of Ac machines) (10% of estimated cost)	_____ % of actual value of work. Professional fee will be Rs -----
C	Deployment of Full Time Engineer/architect (5 yrs experience) as coordinator during project execution (max salary paid will be only for original completion period) PMC for a period of 3 months.	Rs ----- per month
	<b>Sub Total:</b>	
	<b>GST:</b>	
	<b>Grand Total:</b>	

**Note:**

1. The readymade items include cost of higher side of electrical, chairs, D.G. set, etc. and all items Bank purchase directly with professional guidance from the project Architect.
2. GST/Service Tax as applicable will be paid over and above the charges as quoted above.
3. No separate visit charges will be paid during execution of work. Professional fee quoted shall be inclusive of all Visit charges, transportation, lodging, Boarding to the site during execution of work.
4. Architect/ representative shall make regular visit to site, number of visits shall not be limited to any nos.
5. Architect /representative shall attend meeting on site or Banks office as required by Bank.



## DECLARATION

1. I / We have read the instructions appended to the proforma and I / We understand that if any false information is detected at a later date, any future contract made between ourselves and Punjab Gramin Bank, on the basis of the information given by me / us can be treated as invalid by the Bank and I / We will be solely responsible for the consequences.
2. I / We agree that the decision of Punjab Gramin Bank in selection of contractors will be final and binding to me / us.
3. All the information furnished by me is correct to the best of my knowledge and belief.
4. I / We agree that I / we have no objection if enquiries are made about the work listed by me / us in the accompanying sheets.
5. I / We agree that I / we have not applied in the name of sister concern for the subject empanelment process.

Place :

SIGNATURE

NAME & DESIGNATION

Date :

SEAL OF ORGANISATION

