

NIQ for Hiring of Consultant for Interior Design at NATRAX

<p>विषय: नैट्रैक्स में इंटीरियर डिजाइन के लिए सलाहकार की नियुक्ति के लिए कोटेशन (एनआईक्यू) आमंत्रित करने की सूचना</p>	<p>Subject: Notice Inviting Quotation (NIQ) for <u>Hiring of Consultant for Interior Design at NATRAX</u></p>
<p>नेशनल ऑटोमोटिव टेस्ट ट्रैक्स (NATRAX) नेशनल ऑटोमोटिव बोर्ड (NAB) के तहत ऑटोमोटिव परीक्षण और प्रमाणन केंद्र हैं, जो भारत सरकार के भारी उद्योग मंत्रालय द्वारा गठित एक स्वायत्त निकाय है। NATRAX की स्थापना पीथमपुर, जिला धार, (मध्य प्रदेश, भारत), के पास लगभग 3000 एकड़ भूमि पर सभी प्रकार के ऑटोमोबाइल के व्यापक परीक्षण और मूल्यांकन के लिए की गई है।</p>	<p>National Automotive Test Tracks (NATRAX) are Automotive Testing & Certification Centre under National Automotive Board (NAB) which is an autonomous body constituted by Ministry of Heavy Industries, Government of India. NATRAX has been set up on approx. 3000 acres of land for comprehensive testing and evaluation of all types of automobiles, near Pithampur, Dist. Dhar, (Madhya Pradesh, India).</p>
<p>NATRAX "नैट्रैक्स में इंटीरियर डिजाइन के लिए सलाहकार की नियुक्ति" के लिए अनुभवी और इच्छुक एजेंसियों को आमंत्रित कर रहा है। आवश्यकताओं का संक्षिप्त विवरण इस प्रकार है; बोलीदाताओं से अनुरोध है कि कृपया नीचे दी गई तालिका में प्रतिस्पर्धी दरें उद्धृत करें:</p>	<p>NATRAX is exploring the experienced and interested agencies for <u>"Hiring of Consultant for Interior Design at NATRAX"</u> the details of the mentioned units are enclosed in the documents. Bidders are requested to please visit NATRAX for better understanding the scope of work.</p>
<p>नियम एवं शर्तें:</p>	<p>Terms & conditions:</p>
<p>बोली पूर्व बैठक की तिथि: 15 फरवरी 2024, सुबह 11:00 बजे नैट्रैक्स पीथमपुर। बोलियां जमा करने की अंतिम तिथि: 21 फरवरी 2024 को 1500 बजे।</p>	<p>Date of pre bid meeting: 20th Feb 2024 at 1100 hrs in NATRAX Pithampur. Last date for submission of bids: 1500 hrs on 26th Feb 2024.</p>
<p>बोलियां/कोटेशन जमा करना: इच्छुक बोलीदाता/एजेंसियां नीचे दिए गए किसी भी तरीके से अपनी बोलियां जमा कर सकती हैं: 1. ऑफलाइन: दो अलग-अलग सीलबंद लिफाफे में लिफाफे के शीर्ष पर "तकनीकी बोली" और "वित्तीय बोली" का उल्लेख करें या दिए गए ईमेल आईडी पर पासवर्ड संरक्षित पीडीएफ फाइलों में जमा कर सकते हैं। ईमेल आईडी: 1. A.prabhakar@natrip.in 2. anuj.kumar@natrip.in</p>	<p>Submission of Bids/Quotations: The interested bidders/agencies can submit their bids in either of below: 1. Offline: In Two separate sealed envelopes Mentioning "TECHNICAL BID" & "FINANCIAL BID" on the top of envelopes OR can submit in Password protected PDF Files on the given email ids, Email ids: 1. a.prabhakar@natrip.in 2. anuj.kumar@natrip.in Note: In case of online bidding: The password for technical and financial bids should not be same and should not be</p>

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<p>ध्यान दें: ऑनलाइन बोली के मामले में: तकनीकी और वित्तीय बोली के लिए पासवर्ड एक जैसा नहीं होना चाहिए और पूछे जाने तक साझा नहीं किया जाना चाहिए।</p> <p>नोट: दी गई तारीख और समय के बाद प्राप्त बोलियों पर विचार नहीं किया जाएगा। बिना सीलबंद या बिना पासवर्ड के प्राप्त बोलियों पर विचार नहीं किया जाएगा।</p> <p>यदि वित्तीय बोली खुली हुई या तकनीकी बोली के उसी लिफाफे में पाई गई तो बोली पर विचार नहीं किया जाएगा।</p>	<p>share until asked.</p> <p>Note: <i>the bids received after the given date & time shall not be considered. The bids received unsealed or without password shall not be considered.</i></p> <p><i>If the financial bid found opened or in the same envelope of technical bid than the bid shall not be considered.</i></p>
<p>अस्वीकरण: NATRAX सभी या किसी भी कोटेशन को स्वीकार/अस्वीकार/रद्द करने का अधिकार सुरक्षित रखता है या किसी भी स्तर पर इस प्रक्रिया को वार्षिक कर सकता है, और बोली लगाने वाले को इस मामले में किसी भी नुकसान का दावा करने का अधिकार नहीं है।</p> <p>यह दस्तावेज़ अंग्रेजी और हिंदी दोनों भाषाओं में है, हालांकि किसी भी विसंगति के मामले में अंग्रेजी मान्य होगी।</p>	<p>Disclaimer: NATRAX reserve the rights to accept/reject/cancel all or any bid/quotation or can annual this process at any stage, and bidder does not have the right to claim any losses in this case.</p> <p>This document is in both English & Hindi Language, however in case of any discrepancy English will prevail.</p>

Head Procurement & Store

Detailed scope of works and terms and conditions

<p>Scope of Work</p>	<p>Architectural Consultancy Services required for Interior Furniture, Furnishing & Allied Works in Headquarter Building, Track Access Control building, and Guest House of Area approx. 2500 sqmtr (Interior works included cabins / cubicles, wall paneling, supply and erection of modular furniture including designing provisions for electrical switches, networking cables (data / voice) etc. at NATRAX Pithampur, Distt. Dhar.</p> <p>Part I:</p> <p>Design/Preparation of Specifications, Drawings (2D & 3D), Bill of quantity, Cost Estimate, Tender Document for Interior Furnishing & Allied Works (Interior works included cabins / cubicles, wall paneling, supply and erection of modular furniture including designing provisions for electrical switches, networking cables (data / voice) etc. for 3 buildings (partial) Headquarter Building, Track Access Control building, and Guest House area approx. 2500 sqmtr at NATRAX</p>
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Pithampur, Distt. Dhar.

- The Consultant will prepare the detailed layout plan of above works in 2D first and after approval of 2D designs will share the 3D designs.
- The Consultant will design, drawings, detailed estimates, Bill of Quantity and tender document including technical specifications for the Approved design.
- At the end of the project, the consultant will prepare the as built drawings architectural and structural and submit three sets of the drawings duly stamped and certified.
- Base drawings shall be provided by NATRAX. Based on the requirements of NATRAX, the consultant shall suggest the plan for interiors as per given schedule
- Submission of 2D drawings - within 10 days from acceptance of work order.
- Submission of 3D views - Within 10 days from approval of 2D drawings from NATRAX.
- Submission of Bill of quantity, Cost estimates, tender document - within 15 days after approval of 3D drawings from NATRAX.

Part -II:

Project Management services for the Interior & Allied works.

- Quantification of executed works, Acceptance of executed works, Rejection of incorrect works, Monthly Certification of works, Running Account and Final Bills, New Price approval, Analysis of Change order, Cost updating,
- Schedule Control
- Quality Control -Test execution.
- Commissioning execution.
- Assist in evaluation of Tenders and perform necessary documentation.
- To mediate and assist in resolving disputes between NATRAX & Contractor.
- The duties of the consultant are to supervise the works on day-to-day basis and
- To approve the materials and workmanship by engaging experienced senior
- Technical Qualified staff.
- Review quality assurance and quality control during Construction period.
- Review and certified the "As Build" drawings for each component of the works.
- Prepared by contractor.
- Assist NATRAX in arriving at any cost variation and impact on contract
- Agreement.
- Issue completion certificate with the approval of NATRAX.
- The consultant shall carry out and complete the said work in every respect in accordance with this contract and with the directions of and to the satisfaction of NATRAX.
- The Consultant will make periodic visits as & when required for these



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	works.
Payment terms	<p>Payment shall be made as under:</p> <p>Part-I:</p> <p>i) 60% payment on submission on draft Document like BOQ, Design 2/3D Specifications.</p> <p>ii) 30% on final acceptance of design BOQ all the documents, by NATRAX.</p> <p>iii) Remaining 10% on finalization of interior project.</p> <p>Part -II:</p> <p>On the basis of progressive construction works executed at the site & certified bill of contractor.</p>

The interested architectural consultancy firms need to submit/send their bids with following details and documents in a sealed envelope:

- i) Firm registration certificate / document
- ii) Details of turnover of last 3 FY (with UDIN/audited balance sheet)- **Minimum average Turnover for last 3 FY should be Rs. 3.0 Lakh.**
- iii) Details of similar works done in last 5 years (with documents such as copy of work order / experience certificate / work completion certificate etc.). Please fill in information about the relevant projects completed over the last five years

Name of the Employer with contact number	Location	Year of work done	Contract price (in Lakhs)	Scope of works	Completion certificate / Order attached Yes / No

iv) **EVALUATION & QUALIFICATION CRITERIA:**

NATRAX Shall follow Integrated Bid Evaluation for this work to get the experienced and most qualified service provider, the details of the qualification and evaluation parameter and selection criteria shall be as below:

Weightage - 70% to technical score & 30% to quoted rates.

Details of Technical Scoring:

Sr. No	Criteria	Parameter	Minimum marks	Maximum marks
1	Legal validity of bidder (supporting documents to be submitted in technical bid)	Proprietary firm- 5 marks Partnership/LLP Firm- 7 marks Pvt Ltd/Limited/ Govt. entity- 10 Marks	5	10
2	Average Turnover of last 3 FY (supporting documents to be	Upto 3 lakh- 3 marks Rs. 3 Lakh to Rs. 5 Lakh- 5 marks	3	10



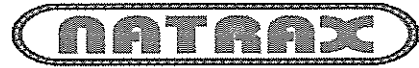
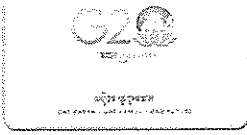
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	submitted in technical bid)	More than 5 Lakh- 10 marks		
3	Experience (supporting documents to be submitted in technical bid)	Upto 3 years- 3 marks 3 to 5 years- 5 marks 5 to 10 years- 7 marks More than 10 years- 10 marks	3	10
4	No of clients in last 5 years, (work order & completion certificate should be submitted either from Govt entity OR reputed pvt firm).	Upto 3 nos.- 3 marks 3 to 7 nos- 5 marks More than 7 nos- 10 marks	3	10
5	ISO 9001 2015 Registration (supporting documents to be submitted in technical bid)	If details submitted- 3 marks If not - 0 marks	0	3
6	Startups registration (supporting documents to be submitted in technical bid)	If details submitted- 2 marks If not - 0 marks	0	2
7	Team strength (architect/interior designer) (supporting documents to be submitted in technical bid)	Minimum 3 numbers of team members required, nos upto 5 members - 6 marks More than 5 - 10 marks	6	10
	Local presence (supporting documents to be submitted in technical bid)	Presence in Indore/Dhar- 5 marks Not in Indore/Dhar - 0 marks	0	5
			20	60

Bid opening: the technical bid shall be opened by a committee of NATRAX on the given date and time. The bidder or its authorized representative are advised to attend the bid opening on the given date and time. Only technical bid shall be opened in first instance and valid & accepted bids by committee shall be considered for further process of technical evaluation as per the given details.

Opening of financial bid: the bidders after Technical Evaluation getting minimum marks of "20" or above, as given above shall be marked as QUALIFIED and financial bids of only technically qualified bidders shall be opened by the committee of NATRAX. The respective bidders shall be intimated for financial bid opening prior to the schedule. Bidders are advised to attend the bid opening on the schedule date and time in NATRAX office.

Combined evaluation of bid: the combined evaluation of bids shall be done on the basis of the weightages technical bid evaluation (70%) and Financial Bid Evaluation (30%). The highest scorer after combined evaluation shall be emerged as successful bidder "H-1".



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{Formula for combined evaluation / get successful bidder}

$$\{B = (F \text{ low}/F) \times 100 \times X + (T/T \text{ high}) \times 100 \times Y\}$$

Where,

B = Combined score

F = Evaluated Bid Price of the bidder.

F low = The lowest of the evaluated bid prices among the Qualified bids

T = The total marks obtained by the bidder against "Technical Evaluation".

T high = The highest mark scored against "Technical Evaluation" among all Qualified bids

X = 0.3 (The weightage for 'Financial Bid' is 30 %)

Y = 0.7 (The weightage for 'Technical Bid' is 70 %)

Note: The Evaluated Bid Score (B) shall be considered up to two decimal places.

Contract shall be awarded to the bidder with the **highest Evaluated Bid Score (B)**.

In the event of two or more bids having the same highest Evaluated Bid Score (B), the bid scoring the highest marks against "Technical Evaluation" will be recommended for award of contract. Even if there is a tie, 'draw of lots' will be resorted to arrive at the recommended bidder.



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Financial Bid (to be submitted in separate sealed envelope)

Bill of quantities for The professional fee for both the works as given below separately.

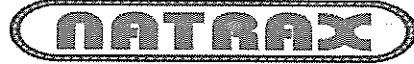
Part	Particulars	Quoted Professional Fee (
Part I	Design/Preparation of Specifications, Drawings (2D & 3D), BoQ, Cost Estimate, Tender Document for Interior Furnishing & Allied Works (Interior works of cabins / cubicles, wall paneling, supply and erection of modular furniture including designing provisions for electrical switches, networking cables (data / voice) etc. for 3 buildings (partial) approx. area 2500 sqmtr at NATRAX Pithampur, Distt. Dhar.	Rs.
Part II	Project Management Services for above scope of work	-----% of Actual Construction Cost

Note: Bidders are advised/requested to visit the site & inspect the scope of work before submitting the quotes.

Signature of Bidder

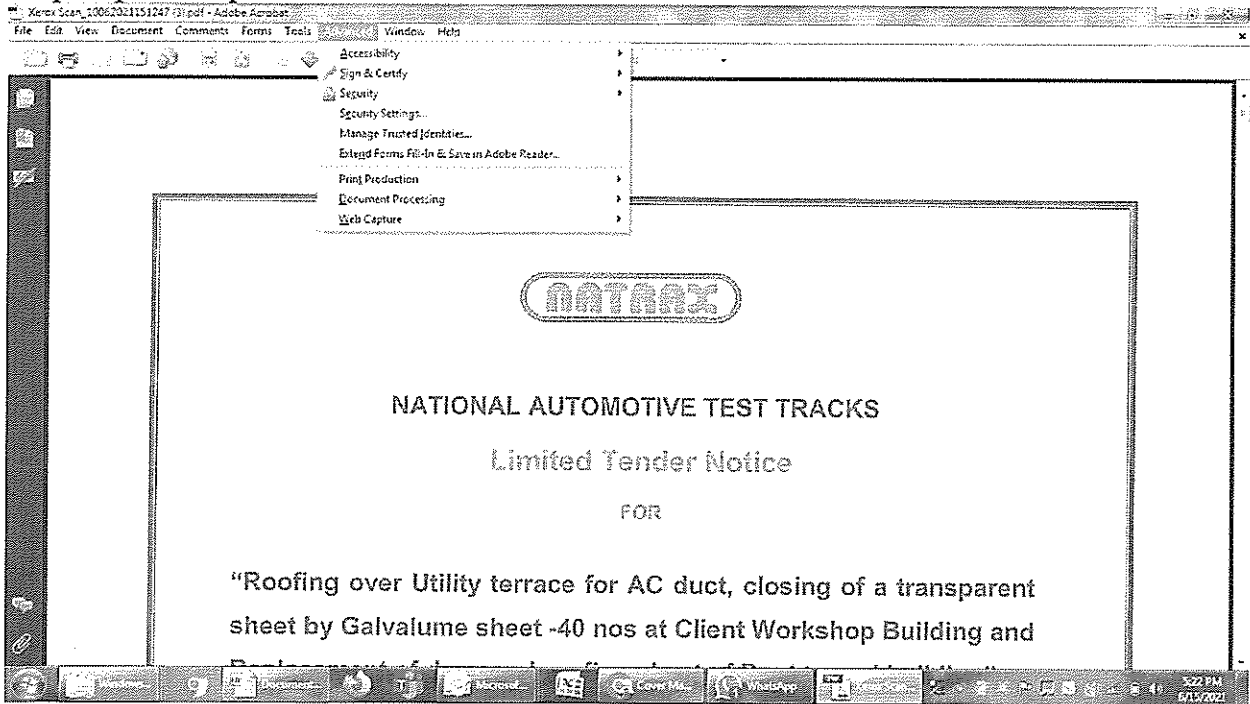


GOVERNMENT
ELECTRONIC SERVICES

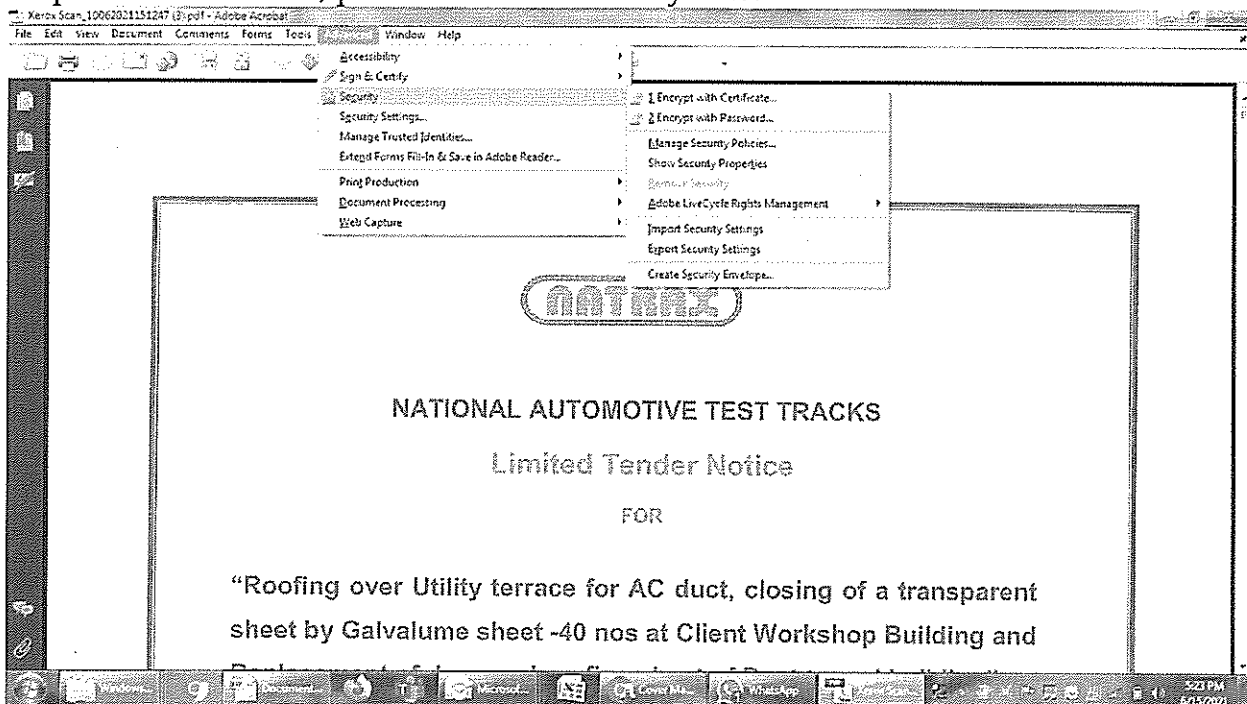


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Steps for loading passwords in PDF Files-Method I

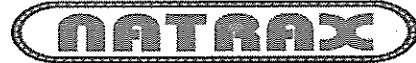
Step 1- please open PDF file and click on "Advance" tab.



Step 2- in advance tab, please click on "Security" tab.

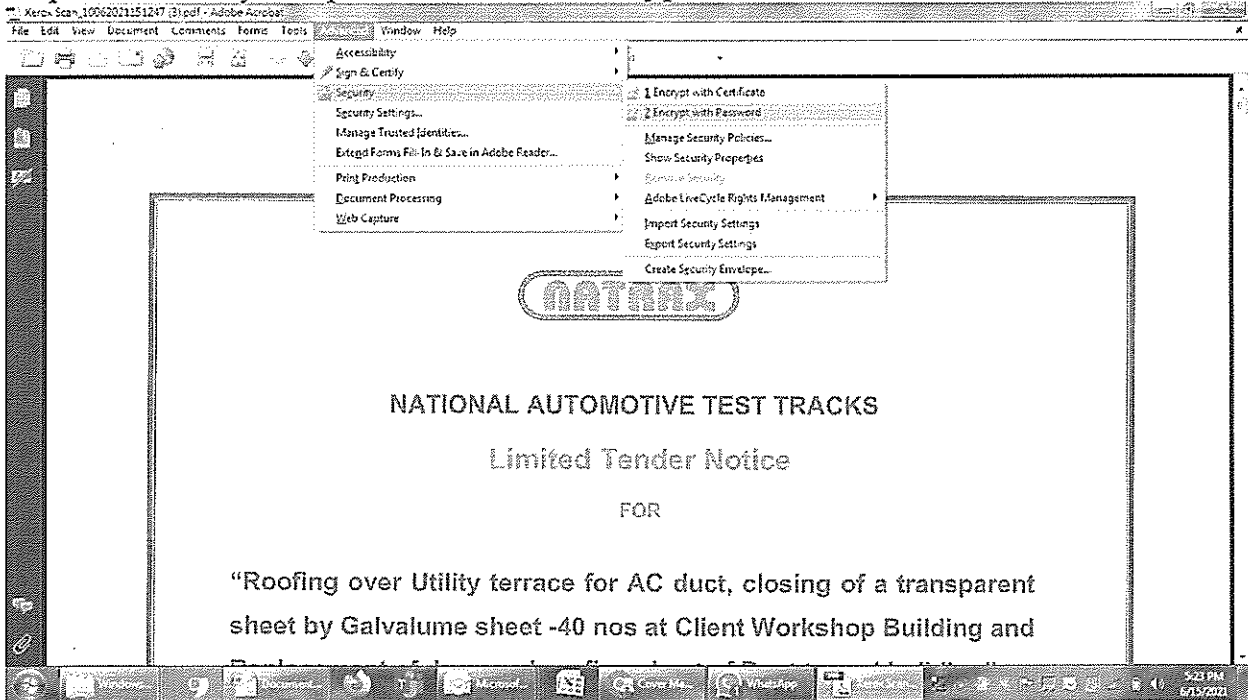


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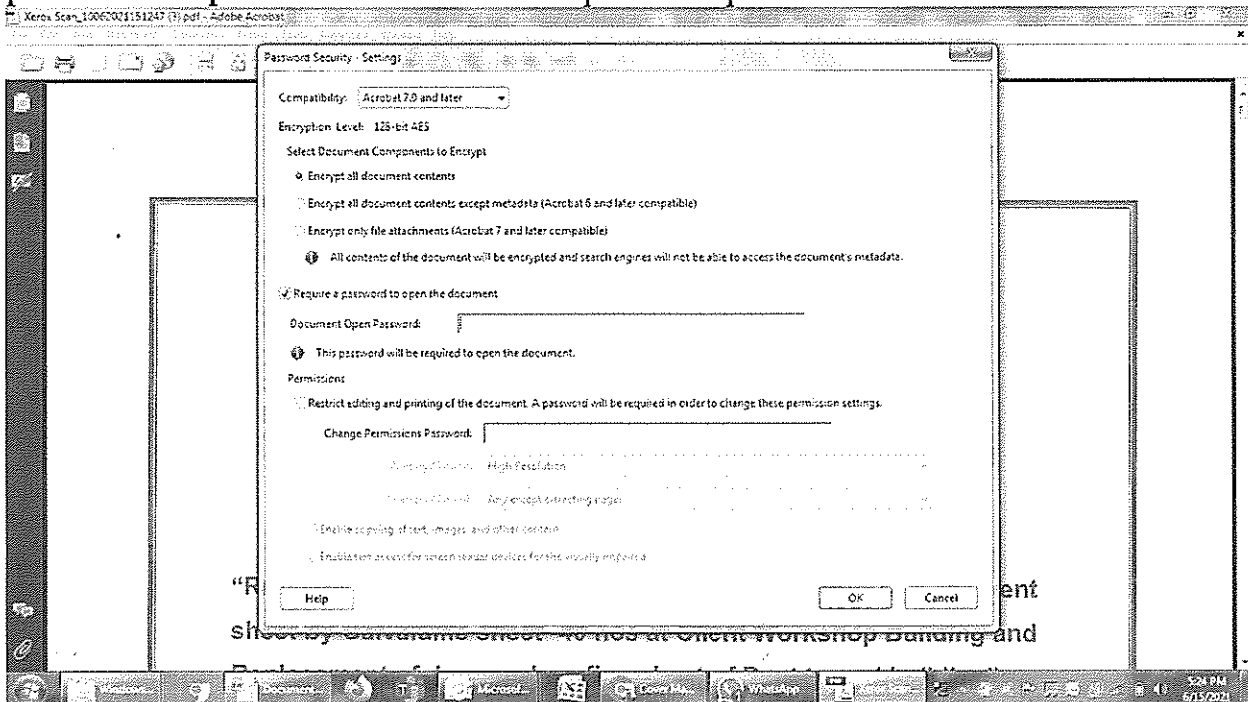


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Step 3- in security tab, please click on "2 Encrypt with Password".



Step 4- after that below window will open, please check in option "Required a password to open the document". Then please fill password and click "ok".

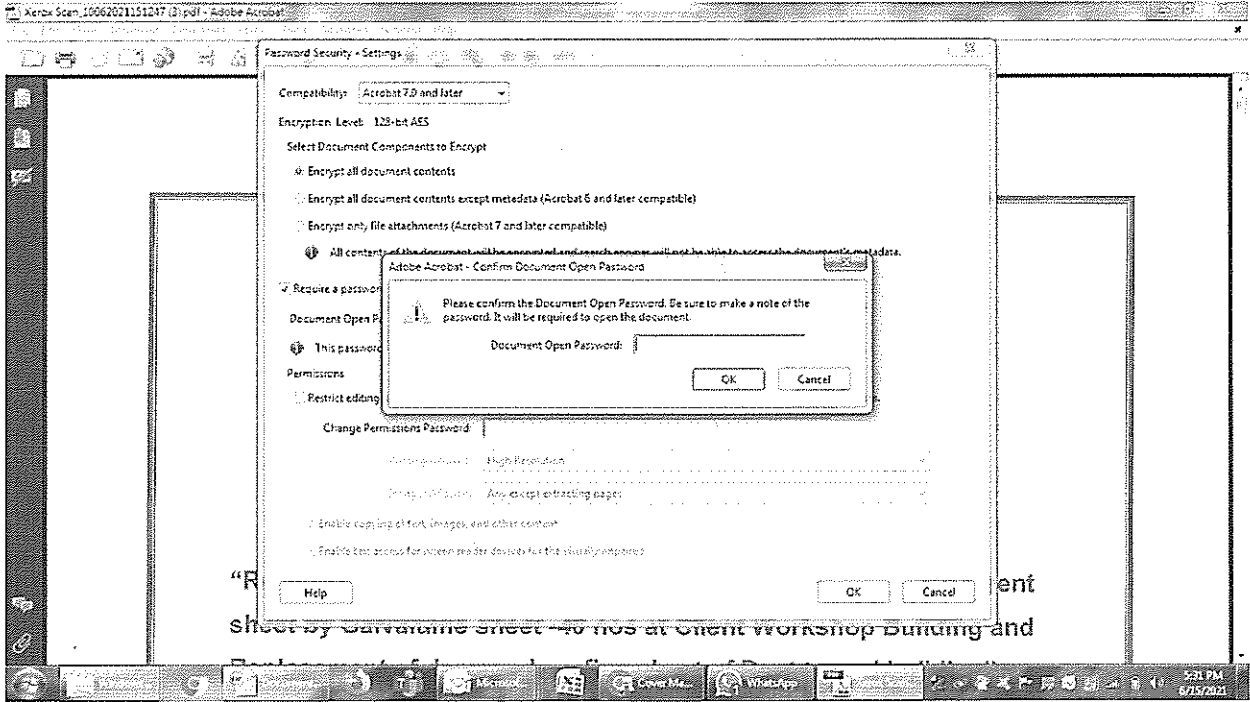


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Step 5- after that below window will be open, please fill same password again, and click "ok".



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