

NOTICE INVITING QUOTATIONS

Urban Development & Housing Department (UD&HD) – SLNA (State Level Nodal Agency) DAY-NULM invites sealed quotations from **Architectural Firm/Agency Empanelled** under UD&HD Gangtok, Sikkim; for proposed construction of Shelter for Urban Homeless (SUH) at Sokeythang, Gangtok, Sikkim; under Deendayal Antyodaya Yojana – National Urban Livelihood Mission (DAY-NULM).

The consultant of the architecture firms shall be responsible for providing End to End solutions for planning, architectural and engineering solutions for the project including submission of Detailed Project report (DPR) and the said responsibility shall include all but shall not be limited to scope as mentioned in this document.

Brief Scope of Work

Detailed design:

The design activities for the proposed project shall include detailed engineering analysis, architectural designs, engineering drawings (Good for Construction drawings), works specifications, bills of quantities, and cost estimates (engineer's cost) based on schedule of rates (SOR) followed by State Government and/or market rate analysis. The consultant shall also identify risk factors impacting implementation of the projects. The consultant shall take full responsibility during the implementation stage, if any query or issue arises during the implementation stage of project and shall be liable to clarify & respond to concerned authority and to our organization to sort out any issues arising due to unfitting works submitted by the consultant.

Cost estimates:

The consultant shall prepare the cost estimate of the project with recurring and non-recurring expense for entire project lifecycle. The consultant shall develop financial models and carryout cost benefit analysis.

Phasing:

The consultant shall prepare phasing plan for implementation of the project. The phasing may be based on technical, geographical, financial, functions parameters amongst others.

Bid Process:

The consultant shall provide reply and clarification upon pre-bid queries received by the concerned authority during the project bidding stage on timely and urgent manner. The quoted bid amount should be in percentage (%) of the estimated project cost (inclusive of all taxes).

Deliverables & Payments

The deliverable in form of report and drawing shall include DPR, detailed engineering analysis, architectural designs, engineering drawings (Good for Construction drawings/ working drawings), works specifications, bills of quantities, and cost estimates (engineer's cost) etc.

The part-payment as decided shall be made only after submission and approval of all reports by concerned authority. The remaining payment as decided shall be only cleared after due clearance and acceptance of all documents by implementing agency/contractor.

Schedule of Payments

Stage 1 On submitting conceptual design and rough estimate of cost.	10% of the total fees payable.
Stage 2 On submitting the required preliminary scheme for the client's approval along with the preliminary estimate cost	20% of the total fees payable.
Stage 3 a. On incorporating Client's suggestions and submitting drawings for approval from the client/statutory authorities, if required. b. Preparation of Detailed Project Report (DPR)	25% of the total fees payable.
Stage 4 a. Upon preparation of working drawings, specifications, schedule of quantities and estimate of cost.	30% of the total fees payable.

b. Submission of working drawings and details required for commencement of work at site.	
Stage 5 Upon completion of the overall project.	15% of the total fee payable.

For any queries and submission of proposal, you may contact following personnel's

Sl. No	Name	Email	Telephone No.
1	Mr. Rajesh Pradhan, Chief Town Planner cum Mission Director, DAY-NULM Urban Development & Housing Department,	udhdsikkim@gmail.com	9434410804
2	Mrs. Srijana Chettri Under Sectary, Urban Development & Housing Department	smmusikkim@gmail.com	9733301111