



## REQUEST FOR PROPOSAL (RFP)

Providing Comprehensive Architectural Consultancy Services for the proposed Different Project under Bansberia Municipality

### SECTION I

#### **1.1 BRIEF DESCRIPTION OF THE PROJECT**

OFFICE OF THE MUNICIPAL COUNCILLORS OF BANSBERIA wishes to appoint Architectural Consultants for this project. The nature of services to be provided by the Architectural Consultant will include, but will not be limited to, visiting site, carry out site survey, soil investigation and preparation of surveyed site plan, preparing Architectural Design and Details, Lay out plan, Structural Design, planning of all services, preparation of BOQ and provide supervision and coordination with local authorities at the Execution stage with due emphasis on quality of design. The scope of services would also include getting all requisite approvals and NOCs at all stages from the State Government, local bodies, Ministry of Environment and Forests, Civil Aviation Fire etc.

The Consultant will be required to provide sufficient technically qualified and experienced staff for providing the required level of service.

OFFICE OF THE MUNICIPAL COUNCILLORS OF BANSBERIA is proposing for providing comprehensive Architectural Consultancy Services of the proposed work.

OFFICE OF THE MUNICIPAL COUNCILLORS OF BANSBERIA invites Request for Proposal for the project for Providing Comprehensive Architectural Consultancy Services for the proposed work following:

1. One G+3 Building beside Engineering Section within Municipal premises
2. One G+2 Building opposite side of U.B.I. Bank under Bansberia Municipality.
3. One G+2 Building with Motor vehicle service Centre at Manasatala under Bansberia Municipality.
4. A Gateway of Haneswari Temple under Bansberia Municipality.

The estimated cost of each project shall be as per requirements of each project. However, the period of completion shall be as follows.

#### **a. Planning of Works: - 2 Months.**

#### **1.1 Consultancy Fee:**

The consultants shall be paid the fixed fees as percentage of the estimated cost or the actual construction cost of the work whichever is lower. The fee shall be inclusive of service tax and all other taxes as applicable. The consultant shall give their break up to the proposed fee, as above, in form C, separately for each project and category.

#### **1.2 Submission of RFP:**

The authorized signatory of the applicant shall sign each page of the RFP Document.

**1.3 OFFICE OF THE MUNICIPAL COUNCILLORS OF BANSBERIA shall be using the services of the Consultant as their back up office Architect consultant. This shall mean that the Consultant shall be working and supplying all the details as per RFP and scope of work in the manner and name of Bansberia Municipality.**

Bansberia Municipality

Bansberia Municipality