

Ref: NPTEL/08/2018/ACOUSTICAL & INTERIOR DESIGN

Date:24/08/2018

LIMITED TENDER No: NPTEL/08/2018/ ACOUSTICAL CONSULTANCY & INTERIOR DESIGN

Dear Sir/Madam

On behalf of NPTEL, Indian Institute of Technology Madras, tenders are invited for the
“**ACOUSTICAL CONSULTANCY & INTERIOR DESIGN**” consultancy conforming to the
specifications given in Annexure-I.

Date of Floating Tender: 24/08/2018

Date of Closing Tender: 07/09/2018

Instructions to the Bidder

1. Preparation of bids: The tender should be submitted in 2 bid system i.e. Technical Bid & Financial Bid.
 - a. The technical bid should consist of compliance with all technical specifications asked for in Sl no:3 of this document.
 - b. Financial bid should indicate price inclusive of all taxes.
2. The technical and financial bid should be put in separate sealed covers.
 - a. The sealed envelopes should be marked (i) “Technical Bid for ACOUSTICAL CONSULTANCY & INTERIOR DESIGN –NPTEL” on top of the envelope and the tenderer firms’ name and address should also be indicated on the lower left corner of the envelope.
 - b. (ii) “Financial Bid for ACOUSTICAL CONSULTANCY & INTERIOR DESIGN - NPTEL” on top of the envelope and the tenderer firms name and address should also be indicated on the lower left corner of the envelope.
 - c. Both the sealed covers should be put in a bigger cover and should be sealed.
 - d. The outer cover should be marked as “ACOUSTICAL CONSULTANCY& INTERIOR DESIGN – NPTEL” on the left side of the outer cover and sealed with Vendor Name and address.

The Tender shall be sent to the below mentioned addresses either by post or by courier so as to reach the following address before **07/09/2018, 2.00 pm. Senior Manager, Project Purchase, 2nd floor, IC & SR Building, I.I.T. Madras-600036.**

3. Compliance with the following technical specification has to be submitted in the technical bids for evaluation.

Sr.No.	Qualification Criteria	Reference
3.1	The bidder should be a Company / firm/Individual having its registered offices in India. It should also be registered with the GST Authorities, and should be registered with the appropriate authorities for all applicable statutory taxes/duties, and should have been in operation for the last five years.	The bidder should submit the valid GST registration certificate & PAN. Submit filled up template 1 available at the end of the document and .
3.2	The bidder should have experience in providing Acoustical & Interior Design for a minimum period of Five (5) years in India.	Work orders confirming year and Area of activity.
3.3	The bidder should have completed at least 4 projects (in India) involving Acoustical & Interior Design, preferably 2 Govt. Projects & 2 non Govt. Projects at least, in the last 5 years. Projects should have included state of art recording studio.	Work orders or letter of completion.
3.4	The Company/Firm should have Architect with B.Arch, & a Ph.D related to acoustics & noise control related domain. The same qualification applies to individual also.	Submit all relevant certificates involving educational & employment.
3.5	The Bidder should have completed at least one project of value Rs. 1 Crore or greater	Copy of completion certificate
3.6	The bid must be signed by a person with the proper authority to bind the company as a 'Constituted attorney of the company'.	Power-of-attorney
3.7	Bid validity should be 180 days after the last date of submission of commercial bid prescribed by NPTEL.	Undertaking
3.8	The bidder shall not be under a declaration of ineligibility for corrupt or fraudulent practices.	A self certified letter by the designated official of the Bidder

4. Financial bid to be submitted in a closed envelope. The financial bids of technically qualified vendors alone will be opened.
5. The quotation given should be valid till 09/03/2019.
6. Even though the bidder may satisfy the qualification criteria, the bidder is liable to disqualification due to record of poor performance or not being able to understand the scope of work etc.,
7. The bidders are cautioned that not giving complete information called for or deliberately suppressing the information may result in the bidder being summarily disqualified.
8. The Bidder shall indemnify the Purchaser against all third party claims of infringement of patent, trademark or industrial design rights arising from the use of the service or any part thereof including Intellectual Property Rights (IPR).

Annexure – I

SCOPE OF WORK

This RFP is solely for the purpose of selecting a Consultant in providing consultancy to have state of art recording studios with acoustical and interior design for 2 X 100 seater studios and 1 X100 seater classroom to be converted to 1 small studio and control room for all 3 studios.

Sl.No.	Description of Work
a)	To study the existing room shape, form and its infrastructure.
b)	To arrive at the appropriate acoustical wall and ceiling treatment at right location to enhance the speech intelligibility and other acoustical and aesthetical quality of the recording studios.
c)	To measure/ calculate room acoustics parameters such as RASTI, Reverberation Time, Background noise etc before and after sound treatment.
d)	To achieve low background noise through appropriate sound isolation design.
e)	To correct the small room acoustical defects such as flutter and room mode issues.
f)	Preparation of schematic drawings and conceptual 3D view
g)	Preparation of working drawings/GFC
h)	Preparation of detailed specification and BOQ.
i)	Preparation of Tender drawings
j)	Minimum of 3 site visits to ensure the quality of acoustical treatment.

Annexure – II

TEMPLATES & FORMS

TEMPLATE 1 : Bidders Profile

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|----|--|---|
| 1. | Registered Name & Address of the Bidder | : |
| 2. | Location of Corporate Head Quarters | : |
| 3. | Date & Country of Incorporation | : |
| 4. | Major Related Activities carried out in last five years and their %age in revenue. | |
| 6. | Total number of employees | : |
| 7. | Name & Address of Contact Person with Tel. No /Fax/e-mail | : |
| 8. | Annual turnover for the three previous financial years | : |
| 9. | Net worth (Paid up capital plus free reserves) for the previous financial year (2017-18) | |

NOTE: - Please attach last three year's financial results duly certified by the auditors along with an attested copy Certificate of Incorporation.

Signature

Name

Designation

Date

(Company Seal)