

## **QUOTATION NOTICE**

### **SEALED QUOTATIONS ARE INVITED FROM ARCHITECT FIRMS FOR AEPC HYDERABAD PROJECT**

AEPC having its 3 acre vacant land at Madhapur Village, Hyderabad and is planning to construct a building on apprx. 10,000 sq. ft. area as per available FRA by covering the vacant land and putting the plinth strength for future expansion of the building.

For preliminary Architectural services, we required to appoint an architect for liasoning work with Municipal authorities for conversion of land usages from Institutional to Institutional Commercial, preparation of layout plan, getting approval of AEPC and concerned authority as per by-laws of Hyderabad Development Authority, to prepare all detailed drawings, BOQ, Tender documents and certification of RA Bills to be submitted by the Contractor on stage basis.

Interested Architect Firms may submit their sealed quotations by super scribing “**Quotation for Architect for Hyderabad Project**” alongwith EMD of Rs. 20,000/- in favour of AEPC in the following format on or before 03<sup>rd</sup> August, 2017 by 4.30pm at following address:

**The Director-Assets  
Apparel Export Promotion council  
Apparel House,  
Sector-44, Institutional Area,  
Gurgaon – Haryana-122003**

## Format for submission of

### QUOTATION FOR APPOINTMENT OF ARCHITECT

Earnest Money Deposit (EMD) (By way of Demand Draft / Pay Order only)	Demand Draft No. _____ dated _____ of Rs. 20,000/- (Rupees Twenty Thousands only) in favour of “Apparel Export Promotion council” payable at Gurgaon		
<b>Firm Profile</b>			
Name of the Firm and Complete registered address			
Legal Status (Individual, Proprietary firm, Partnership firm, Limited Company or Corporation)			
1. Name & Designation of Contact Person 2. Mobile No. of Contact person 3. E-mail address			
Statutory Details (photocopy to be attached) - Registration No. of the Firm - PAN no. - GST Registration No. - Registration no. of ESI & PF (photocopy of registration to be attached) In case, not applicable, then an Undertaking on Rs. 50/- stamp paper duly notarized be submitted.			
Income Tax Returns for the last three Financial Years.	2013-14	2014-15	2015-16
Having regional office in Hyderabad	Yes/No		
Details of the projects done in Hyderabad with estimated Cost, if any			
Having any experience of liasoning work with various State Govt. Authorities		Yes/No	

- List of present and past clients as per the following format. The information provided will facilitate evaluation of your Quotation. Please enclose the copies of the Contract Letter.

S. No.	Name of the organization with complete postal address	Type of Work done	Commencement Year and time taken for completion of the job	Total Project cost (in lacs rupees)
1				

2				
3				
4				
5				
6				
7				
8				
9				
10				

- Volume of business done during the last three financial years (please submit documentary evidence) (Rs. in Lacs)

	2013-14	2014-15	2015-16
<b>Details of annual financial turnover (gross)</b>			

### FINANCIAL QUOTATION

Description	Amount in Rupees
<p>Professional Fee for liasoning work with Municipal authorities for conversion of land usages from Institutional to Institutional Commercial, preparation of layout plan, getting approval of AEPC and concerned authority as per by-laws of Hyderabad Development Authority, to prepare all detailed drawings, BOQ, Tender documents and certification of RA Bills to be submitted by the Contractor on stage basis.</p> <p><i>(The professional fee will includes all incidental charges payable to Hyderabad Municipal Corporation / State Government Authority in regard to conversion of land usages and sanctioning of lay out plan)</i></p> <p><u>All State Government levies OR fees chargeable will be paid by the Council on production of receipt.</u></p>	
<b>GST</b>	
<b>Total Amount including GST</b>	
<b>(Rupees )</b>	

**Payment Terms:**

Sr. No.	Stage Payments	%age of the total professional fee	Description
1	I	10%	On submission of approved documents issued by State Government to AEPC towards conversion of land usages from Institutional to Institutional commercial
2	II	10%	Submission of approved Sanction Layout Plan by State Govt. Municipal Authority
3	III	10%	On submission of BOQ and Tender Document subject to the approval of AEPC
4	III	10%	On submission of detailed drawings including Structure, Electrical, Plumbing, HVAC, Fire Fighting, External Development work etc.
5	IV	10%	To assist in the appointment of Contractor and submission of 1 <sup>st</sup> RA Bill by the contractor duly certified by the Architect
6	V	50%	On Completion of the project subject to submission of work completion certificate to the Contractor and submission of project completion certificate to AEPC