



## Bihar School Examination Board

Sinha Library Road, Patna-800017

### NOTICE INVITING SHORT TERM TENDER

Tender Notice No PR-293/2019

Bihar School Examination Board, Patna invites sealed tender under two bid systems from the reputed Agency/ Sound Firms/Companies for “Third Party Inspection (TPI) & Physical Verification of Nine numbers Examination Hall in Divisional District Headquarter and Administrative building in Bihar School Examination Board Office, Patna” as per Scope of Work section of this document.

| SL No. | Scope of work  | Cost of tender document (In Rupees)        | Earnest Money (In Rupees)                    |
|--------|--|--|--|
| 1      | 2  | 3  | 4  |
| 01.    | Third Party Inspection (TPI) & Physical Verification of Nine numbers Examination Hall in Divisional District Headquarter and Administrative building in Bihar School Examination Board Office, Patna | Rs. 1000.00<br>(One Thousand rupees only ) | Rs. 10,000.00<br>(Ten Thousands rupees only) |

#### Tender Schedule/ Programme:

| Sl. No. | Date and Time for Activity                              | Date/Time: Duration   |
|---------|---|---|
| 1.      | Online Sale/Download date of Tender documents           | From : 14/07/2019 (11:00 Hrs.) to 05/08/2019 (11:00 Hrs.) ( <a href="https://www.biharboardonline.bihar.gov.in">https://www.biharboardonline.bihar.gov.in</a> )<br>(Bihar School Examination Board, Sinha Library Road, Patna-800017) |
| 2.      | Pre-bid meeting   | 19/07/2019 at 11:30 Hrs.<br>(Bihar School Examination Board, Sinha Library Road, Patna-800017)  |
| 3.      | Last Date/ Time for submission/ uploading of offer/ Bid | 05/08/2019 upto 13:00 Hrs.<br>(Bihar School Examination Board, Sinha Library Road, Patna-800017)  |
| 4.      | Submission of form fee & EMD in Hard copy/ Original     | 05/08/2019 upto 13:30 Hrs.<br>(Bihar School Examination Board, Sinha Library Road, Patna-800017)  |
| 5.      | Date & time for opening of Technical Bid                | 05/08/2019 upto 14:00 Hrs<br>(Bihar School Examination Board, Sinha Library Road, Patna-800017)   |
| 6.      | Financial Bid Opening Date and Time                     | Date to be announced later by competent authority.  |

- Detailed descriptions of the items and instructions for submitting your offer can be downloaded from website (<https://www.biharboardonline.bihar.gov.in>).
- Tender documents can be obtained from Bihar School Examination Board, Sinha Library Road, Patna by paying cost of Tender document of Rs. 1000/- (one thousand) only through

cash/Demand Draft of nationalised Banks in favour of Secretary, Bihar School Examination Board, payable at Patna. Tender documents can also be downloaded from BSEB website <http://biharboardonline.bihar.gov.in>. However, receipt of the cost of Tender document must be submitted with the Tender documents.

- Tender must be accompanied with cost of Tender documents and Earnest Money in the form of Cash Payment or Demand Draft, issued by a Nationalized/Scheduled Banks. No cheque will be accepted
- Corrigendum / Addendum, if any, will be published on BSEB website (<https://www.biharboardonline.bihar.gov.in>).
- **Contact Details:** Sh. Jai Kishore Singh, Nodal officer - +91 6299923095, E-Mail ID – eproc.bseb@gmail.com
- **Note:** - Bihar school Examination Board reserves the right to accept/reject/reschedule any or all tenders without assigning any reasons.

**Secretary**

**Bihar School Examination Board**

# Tender Document

for

**Third Party Inspection (TPI) & Physical Verification of Nine numbers Examination Hall in Divisional District Headquarter and Administrative building in Bihar School Examination Board Office, Patna.**

**Bihar School Examination Board,**

Sinha Library Road, Patna- 800017

Ph.No.-0612-2226926

Fax- 0612-2222575

# **BIHAR SCHOOL EXAMINATION BOARD**

Sinha Library Road, Patna- 800017

Ph. No.-0612-2226926, Fax-0612-2222575

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## **Request for Proposal**

Bihar School Examination Board, Patna invites Bids in sealed Envelope for Third Party Inspection (TPI) & Physical verification of Nine nos. Examination Hall situated in divisional district headquarter and administrative building in Bihar School Examination Board Office, Patna.

Details regarding proposal can be obtained from office of Secretary, Bihar School Examination Board, Sinha Library Road, Patna-17 (Ph-.-0612-2226926) or this can also be seen on **website:-**<https://www.biharboardonline.bihar.gov.in>. **Official website of BSEB.**

**Sealed detailed document of Technical Bid will be received in the office of Secretary, Bihar School Examination Board, Patna up to date 05/08/2019 at 02 :00 PM. The Technical Bid will be/ opened on the same date at 04:30 PM in the presence of authorized representative of company/ Firms/ Consultants/ Institutions.**

The Undersigned reserve the rights to cancel or change the time of tender at any time without assigning any reason.

**Secretary**

**Bihar School Examination Board**

## **1. Terms of Reference**

### **1.1 Background:**

To improve the quality and assessment of the education, the Department of Education (DoE) of the Government of Bihar (Gob) through Bihar School Examination Board decided for assessment of the Education being provided to the students by conducting fair examination. For this purpose, it was decided to construct Nine nos. Examination halls in the Divisional Headquarter for capacity of 5000 student consisting of 10 Halls. Each hall can accommodate 500 students. This building is 5 storied (G+4) equipped with all modern technique like CCTV etc. for conducting fair examination. The board has set up nine regional center- Patna, Gaya, Bhagalpur, Darbhanga, Muzaffarpur, Purina, Chapra, Munger & Saharsa. These regional centers would be used for several purposes like Office, evaluation center, examination center etc.

### **1.2 Objective of the Assignment:**

- (i) Carry out an independent verification of the newly constructed / being constructed Examination Hall in 09 Divisional Headquarters of Bihar & administrative Building at BSEB headquarter at Patna.
- (ii) Prepare and submit verification reports to BSEB for further release of the funds to the construction agency (BSEIDC).

### **1.3 Scope of the Work:**

The Bihar School Examination Board under the Education Department requires to conduct Third Party Inspection (TPI) & Physical Verification as per the guidelines & requirement described in next pages.

## **2. Instructions to Bidders**

### **2.0 Preparation of Proposal. Submission. Receipt & Opening of Proposal its evaluation and award of contract.**

#### **2.1 Preparation of Proposal**

The intending Consultants are expected to prepare Proposal consisting the following aspects.

#### **(I) Technical Proposal-The Technical Proposal should cover:**

- (a) Consultant's background and general experience in the field of Third Party Inspection and Physical Verification of civil works.
- (b) List of relevant Completed Projects executed by the Consultant.
- (c) Staff and facility available with the Consultant.
- (d) List of members of the expert team along with CVs of experts.

#### **(II) Financial Proposal: - In the Financial Proposal, the Consultant are expected to indicate the amount to be charged by them for Third Party Inspection and Physical Verification work for each work.**

#### **2.2 Submission: -**

The Technical and Financial Proposals should be submitted in separate sealed envelopes and both of them should be put in another big envelop which should be sealed and marked as Proposal for Consultancy for Third Party Inspection and Physical Verification. The authorized representative of the Consultant should sign all the pages of Technical and Financial Proposal.

#### **2.3 Receipt & Opening of Proposal**

The Proposal must be sent to the following address-

**Secretary, Bihar School Examination Board, Sinha Library Road, Patna- 17.**

Any proposal received by the Client after the deadline for submission shall be returned unopened.

#### **2.4 Earnest Money Draft (EMD)**

EMD may be accepted in the form of account payee Demand Draft or Bank Guarantee from any of the nationalized banks in an acceptable form, safeguarding the purchaser's interest in all respects. The bid security is normally to remain valid for a period of forty-five days beyond the final bid validity period. And Bid Security (EMD) of Rs 10,000/- in favour of "Secretary, Bihar School Examination Board, Patna" must reach to BSEB office on or before the due date or in E-payment mode.

#### **2.5 Eligibility Criteria**

Only those individual firm fulfilling criteria mentioned below are eligible to participate in the Third-Party Inspection and Physical Verification.

- (i) Relevant experience of Third-Party Inspection and Physical Verification.in Government/Semi. Government/ Other Institutes of repute having Annual Turnover of Rs 40.00 Lakhs in any of last Five years.
- (ii) Should submit at least one experience certificate in relevant field.

**(Certificate must be issued by competent authority)**

#### **(iii) List of Key Personnel**

The Consultant should have the following minimum Manpower to complete the assigned work.

- (a) Team Leader (One), B.Tech. with 15 Year Experience in relevant field.
- (b) Project Engineer (Two), B.Tech. (Civil) with 10 Year Experience.
- (c) Architect (One), B. Arch. with 5 Year Experience.
- (d) Electrical Engineer (One), B.Tech. (Electrical) with 5 Year Experience.

### 3. Verification Task

- (i) The Consultant shall do their job by field visits at each and every site assigned to them.
- (ii) The Consultant shall check and report whether work has been executed according to the drawings as per check list below: -

#### (A) **CHEK LIST: -**

| <b>Checklist of Examination Hall Building as per Drawings/ Specification</b> |                                      |  |           |                |
|--|--------------------------------------|--|-----------|----------------|
| <b>Civil Work</b>  |                                      | <b>Examination hall building (G+4)</b>         |           |                |
| <b>Sl No</b>   | <b>Items</b>                         | <b>Whether as per the specification or not</b> |           | <b>Remarks</b> |
|  |                                      | <b>Yes</b>                                     | <b>No</b> |                |
| <b>Ground Floor</b>  |                                      |  |           |                |
| 1  | Examination Hall (2 no's)            |  |           |                |
| 2  | Toilet (male)                        |  |           |                |
| 3  | Toilet (Female)                      |  |           |                |
| 4  | Electrical Room                      |  |           |                |
| 5  | Physically Handicapped room          |  |           |                |
| 6  | Enquiry Room                         |  |           |                |
| 7  | Main Entry                           |  |           |                |
| 8  | Office                               |  |           |                |
| 9  | Strong Room                          |  |           |                |
| 10   | Corridor                             |  |           |                |
| 11   | Lift                                 |  |           |                |
| 12   | Stair                                |  |           |                |
| 13   | Ramp                                 |  |           |                |
| 14   | <b>Electrical Works</b>              |  |           |                |
| 15   | <b>Sanitary &amp; Plumbing Works</b> |  |           |                |
| <b>First Floor</b>   |                                      |  |           |                |
| 1  | Examination Hall (2 no's)            |  |           |                |
| 2  | Toilet (male)                        |  |           |                |

|                     |                                      |  |  |  |
|---------------------|--------------------------------------|--|--|--|
| 3                   | Toilet (Female)                      |  |  |  |
| 4                   | Electrical Room                      |  |  |  |
| 5                   | Kitchen                              |  |  |  |
| 6                   | Store                                |  |  |  |
| 7                   | Dining Room                          |  |  |  |
| 8                   | In charge Room                       |  |  |  |
| 9                   | In charge Room                       |  |  |  |
| 10                  | Corridor                             |  |  |  |
| 11                  | <b>Electrical Works</b>              |  |  |  |
| 12                  | <b>Sanitary &amp; Plumbing Works</b> |  |  |  |
| <b>Second Floor</b> |                                      |  |  |  |
| 1                   | Examination Hall 2 nos               |  |  |  |
| 2                   | Toilet (male)                        |  |  |  |
| 3                   | Toilet (Female)                      |  |  |  |
| 4                   | Electrical Room                      |  |  |  |
| 5                   | Meeting Room                         |  |  |  |
| 6                   | Web Casting Room                     |  |  |  |
| 7                   | Office Room                          |  |  |  |
| 8                   | Corridor                             |  |  |  |
| 9                   | <b>Electrical Works</b>              |  |  |  |
| 10                  | <b>Sanitary &amp; Plumbing Works</b> |  |  |  |
| <b>Third Floor</b>  |                                      |  |  |  |
| 1                   | Examination Hall 2 nos               |  |  |  |
| 2                   | Toilet (male)                        |  |  |  |
| 3                   | Toilet (Female)                      |  |  |  |
| 4                   | Electrical Room                      |  |  |  |
| 5                   | Meeting Room                         |  |  |  |
| 6                   | Web Casting Room                     |  |  |  |
| 7                   | Office Room                          |  |  |  |
| 8                   | Corridor                             |  |  |  |
| 9                   | <b>Electrical Works</b>              |  |  |  |
| 10                  | <b>Sanitary &amp; Plumbing Works</b> |  |  |  |
| <b>Fourth Floor</b> |                                      |  |  |  |
| 1                   | Examination Hall 2 nos               |  |  |  |
| 2                   | Toilet (male)                        |  |  |  |
| 3                   | Toilet (Female)                      |  |  |  |
| 4                   | Electrical Room                      |  |  |  |
| 5                   | Corridor                             |  |  |  |
| 6                   | <b>Electrical Works</b>              |  |  |  |
| 7                   | <b>Sanitary &amp; Plumbing Works</b> |  |  |  |



**(B) Miscellaneous Works -**

**(C) Documentation of Quality Control Reports at different stages of work: - Yes/No**

**(D) Overall Remarks: -**

**(i) Very Good**

**(ii) Good**

**(iii) Fair/ Satisfactory**

#### **4. Field Visits & Reporting**

The Consultant would undertake field visits to the institution as per the norms laid down in the verification task. In the course of field visits, a range of assessment methods would be adopted including building and infrastructure inspection as per the design/ drawings and specifications. After the field visit, a verification report will have to be prepared by the Consultant and the reports to be handed over to the Bihar School Examination Board.

**Duration of Work:** - The Consultant will prepare and submit the Third-Party Inspection and Physical Verification Report in One month from issue of work order.

#### **5. Payment**

Payment will be made after completion of the Works.

#### **6. Dispute Resolution**

Any and all disputes, controversies and conflicts arising out of this Agreement between the parties will be settled by Arbitration and Conciliation Act, 1996 or any amendments thereof. The place of arbitration shall be at Patna, Bihar.

**Financial Bid**

| <b>Name of Work</b>   | <b>Total Quoted Price in Figure (in Rs.) (Exclusive of GST)</b> | <b>Total Quoted Price in Words (in Rs.) (Exclusive of GST)</b> |
|---|---|--|
| Third Party Inspection (TPI) & Physical Verification of Nine numbers Examination Hall in Divisional District Headquarter and Administrative building in Bihar School Examination Board Office, Patna. |   |  |

**Signature of the Bidder**