

TENDER DOCUMENT

NAME OF WORK- PROVIDING PROJECT MANAGEMENT CONSULTANCY SERVICES FOR RENOVATION, SPECIAL REPAIR AND FIRE FIGHTING WORKS AT CENTRAL SANSKRIT UNIVERSITY, 56-57, INSTITUTIONAL AREA, HEAD QUARTER JANAKPURI NEW DELHI-110058.

(Tenders are invited from Eligible Public Sector Undertaking set up by the Central or State Government to carry out civil or electrical works or Central/ State government organisation/ PSU notified by the Ministry of Housing and Urban Affairs (MoHUA) on the lump sum service charges basis)

Notice Inviting Tender No. : - 02/CSU/HQ/EC/25-26

Time allowed : -06 Months



Registrar I/C
Central Sanskrit University

NOTICE INVITING TENDER

N.I.T. NO.:02/CSU/HQ/EC/25-26

NAME OF WORK: PROVIDING PROJECT MANAGEMENT CONSULTANCY SERVICES FOR RENOVATION, SPECIAL REPAIR AND FIRE FIGHTING WORKS AT CENTRAL SANSKRIT UNIVERSITY, 56-57, INSTITUTIONAL AREA, HEAD QUARTER JANAKPURI NEW DELHI-110058.

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NOTICE

The Registrar , Central Sanskrit University, 56-57 , INSTITUTIONAL AREA, HEAD QUARTER JANAKPURI NEW DELHI-110058”on behalf of the Vice Chancellor CSU invites lump sum service charges for providing PROJECT MANAGEMENT CONSULTANCY SERVICES from Public Sector Undertaking set up by the Central or State Government to carry out civil or electrical works or (ii) to any other Central/ State Government organisation/ PSU which may be notified by the Ministry of Housing and Urban Affairs (MoHUA).

NIT No. 02/CSU/HQ/EC/25-26 ,

Name of work: PROVIDING PROJECT MANAGEMENT CONSULTANCY SERVICES FOR RENOVATION, SPECIAL REPAIR AND FIRE FIGHTING WORKS AT CENTRAL SANSKRIT UNIVERSITY, 56-57 , INSTITUTIONAL AREA, HEAD QUARTER JANAKPURI NEW DELHI-110058.

EarnestMoney: Rs.2.0 Lakhs

Period of completion: - 06 Months,

Date and time of Bid conference :- 02.04.2026

Last time and date of submission of bid 15.00 hrs. on 07.04.2026 and opening time & date of bid 15.30 hrs. on 07.04.26

The Earnest Money Deposit (EMD) and the sealed financial bid shall be submitted in separate envelopes. These two envelopes must then be placed together inside a single larger envelope. Only the tenders of bidders who meet the eligibility criteria and whose EMD is found to be in proper order shall be opened.

The bid forms and other details can be seen and downloaded free of cost from website Central Sanskrit University, Delhi i.e. www.sanskrit.nic.in and [Central Public Procurement Portal \(CPPP\)](http://Central Public Procurement Portal (CPPP)).

Copy to:

- (1) PS to Vice-Chancellors, Delhi
- (2) Registrar’s Office, CSU, Delhi
- (3) Project Officer, CSU, Delhi- for uploading the same on CPP Portal and University’s website.
- (4) Engineering Cell, HQ Office, CSU, Delhi

**INFORMATION AND INSTRUCTIONS FOR BIDDERS FOR TENDERING
FORMING PART OF BID DOCUMENT AND TO BE POSTED ON WEBSITE**

The Registrar , Central Sanskrit University, 56-57 , INSTITUTIONAL AREA, HEAD QUARTER JANAKPURI NEW DELHI-110058”on behalf of the Vice Chancellor CSU invites lump sum service charges for providing PROJECT MANAGEMENT CONSULTANCY from Public Sector Undertaking set up by the Central or State Government to carry out civil or electrical works or (ii) to any other Central/ State Government organisation/ PSU which may be notified by the Ministry of Housing and Urban Affairs (MoHUA) for following work:-

S. No.	NIT No.	Name of Work & Location	Estimated Cost put to bid	Earnest money	Period of completion	Last date & time of submission of bid, EMD, e-tender processing fee and other Document as specified in the press notice	Time & date of opening of bid
1	02/CSU/HQ/EC/25-26	PROVIDING PROJECT MANAGEMENT CONSULTANCY SERVICES FOR RENOVATION, SPECIAL REPAIR AND FIRE FIGHTING WORKS AT CENTRAL SANSKRIT UNIVERSITY, 56-57 , INSTITUTIONAL AREA, HEAD QUARTER JANAKPURI NEW DELHI-110058.	Not Disclosed.	Rs.2.0 Lakhs	6 Months	Up to 15.00 hrs On 07.04.2026	15.30 hrs. On 07.04.2026

1. The intending bidder must read the terms and conditions and **MOU to be drawn between successful Project Management Consultant (PMC) and CSU** carefully. PMC should only submit bid if they considers themselves eligible and is in possession of all the documents required.
2. Information and Instructions for **Project Management Consultant (PMC)** posted on web site shall form bid document.
3. The bid document consisting of plans, specifications, the schedule of quantities of various types of items to be executed and the set of terms and conditions of the contract to be complied with and other necessary documents can be seen and

downloaded from website [Central Sanskrit University, Delhi](http://www.sanskrit.nic.in) i.e. www.sanskrit.nic.in and Central Public Procurement Portal (CPPP).

4. The bid of only those **eligible Project Management Consultant (PMC)** shall be considered who have submitted original EMD in shape of Insurance surety Bonds or Account Payee Demand Draft or Fixed Deposit Receipt (FDR), Banker's Cheque or Bank Guarantee issued by a Commercial bank towards EMD in favour of **Registrar**, CSU, and other documents as specified.
5. **Project Management Consultant (PMC)** must ensure to quote percentage rate on the lump sum service charges
6. **Project Management Consultant (PMC)** should quote the percentage rate to two places of decimal only.
7. The officer inviting tenders shall have the right of rejecting all or any of the tenders and will not be bound to accept the lowest or any other tender.
8. The **Project Management Consultant (PMC)** shall sign a declaration under the **Official Secrets Act 1923**, for maintaining secrecy of the tender documents, drawings or other records connected with the work given to them.
9. The **Project Management Consultant (PMC)** shall be deemed to have satisfied himself before tendering as to the correctness and sufficiency of his tender for the works and of the rates and prices quoted in the Schedule of Quantities, which rates and prices shall, except as otherwise provided, cover all his obligations under the Contract and all matters and things necessary for the proper completion and maintenance of the works.
10. If there are varying or conflicting provisions made in any one document forming part of the contract, the Accepting Authority shall be the deciding authority with regard to the intention of the document and his decision shall be final and binding on the contractor.
11. Any error in description, quantity or rate in Schedule of Quantities or any omission there from shall not vitiate the Contract or release the **Project Management Consultant (PMC)** from the execution of the whole or any part of the works comprised therein according to drawings and specifications or from any of his obligations under the contract.

12. List of Documents to be submitted along with the bid:

- (i) Earnest Money in form of Insurance surety Bonds or Account Payee Demand Draft or Fixed Deposit Receipt (FDR), Banker's Cheque issued in favour of Registrar, CSU, Head Quarter New Delhi-110058
- (ii) Definite proof from the Appropriate Authority that the intending Project Management Consultant (PMC) is a Public Sector Undertaking set up by the Central or State Government to carry out civil or electrical works or (ii) to any other Central/ State Government organisation/ PSU which may be notified by the Ministry of Housing and Urban Affairs (MoHUA).
- (iii) Details of the experience & performance report of the bidder (Annexure – A, B, C, D).
- (iv) Organizational description and details of the Bidder's firm (Annexure-E).
- (v) Details of Key Personnel proposed to be deployed on this project (Annexure

-F &G).

- (vi) Financial capability of the bidder with Financial turnover for last five financial years supported by copies of balance sheet and Income & Expenses Account duly certified by Chartered Accountant as submitted to Income Tax Department (Annexure -H).
- (vii) Integrity Pact (Annexure –I).
- (viii) Integrity Agreement.
- (ix) Affidavit (Annexure – J).
- (x) Curriculum Vitae for each staff member including the Lead Architect/ Team leader to be deployed on the work(Annexure–K).
- (xi) Authorised Signatory (Annexure-L).
- (xii) Declaration (Annexure-M).
- (xiii) GST Registration Certificate, if already obtained by the bidder
If the bidder has not obtained GST registration “as applicable” then he shall submit the following undertaking with bid document.

“If work is awarded to me, I/we shall obtain GST registration Certificate, as applicable, within one month from the date of receipt of award letter or before release of any payment by CSU, whichever is earlier, failing which I/We shall be responsible for any delay in payments which will be due towards me/us on accounts of the work executed and/or for any action taken by CSU or GST department in this regard.

“As applicable” means-GST registration is required in the State/UT from where the contractor makes a taxable supply of goods or services or both, and not in other states.
- (xiv) Contact details (Address, Telephone/Mobile No., E-mail address etc.) of the applicant.

13. The enlistment of the PMU should be valid on the last date of submission of tenders. In case the last date of submission of tender is extended, the enlistment of PMU should be valid on the original date of submission of tender. Intending PMU is eligible to submit the bid provided he has definite proof from the appropriate authority, which shall be to the satisfaction of the competent authority, of having satisfactorily completed similar works of magnitude specified below:

(a) Criteria of eligibility for submission of bid documents

Three similar works each of value not less than Rs 200,00,000/-/- or two similar works each of value not less than Rs 3,00,00,000/-/- or one similar work of value not less than Rs 400,00,000/-/- during the last 7 years ending last day of the month previous to the one in which tenders are invited.

Similar works means construction of buildings, addition and alteration, renovation and special repair to buildings.

14. MOU shall be drawn with the successful bidders (PMU) on prescribed attached proforma for MOU. **PMU** shall quote their Lump sum service charges as per various terms and conditions of the said form which will form part of the agreement.

15. The time allowed for carrying out the work will be **6Months** from the date of start or from the first date of handing over of the site, whichever is later, in accordance with the phasing, if any, indicated in the bid documents.

16. The site for the work is available.

17. The bid document consisting of plans, specifications, the schedule of quantities of various types of items to be executed and the set of terms and conditions of the contract to be complied with and other necessary documents can be seen downloaded on website - www.sanskrit.nic.in and Central Public Procurement Portal (CPPP) free of cost.

18. The bid submitted shall become invalid if:

- a) The bidder is found ineligible.
- b) The bidder does not submit all the documents as stipulated in the bid documents.
- c) If any discrepancy is noticed in the submitted documents.

19. The earnest money of unsuccessful bidders shall be returned on acceptance of the bid of the successful bidders. The EMD of successful bidder shall be returned after issue of award letter.

20. The description of the work is as follows:

20.1 "PROVIDING PROJECT MANAGEMENT CONSULTANCY SERVICES FOR RENOVATION, SPECIAL REPAIR AND FIRE FIGHTING WORKS AT CENTRAL SANSKRIT UNIVERSITY, 56-57 , INSTITUTIONAL AREA, HEAD QUARTER JANAKPURI NEW DELHI-110058"

21. Intending Bidders are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their bids as to the nature of the ground and sub-soil (so far as is practicable), the form and nature of the site, the means of access to the site, the accommodation they may require and in general shall themselves obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect their bid. A bidder shall be deemed to have full knowledge of the site whether he inspects it or not and no extra charge consequent on any misunderstanding or otherwise shall be allowed. The bidders shall be responsible for arranging and maintaining at his own cost all materials, tools & plants, water, electricity access, facilities for workers and all other services required for executing the work unless otherwise specifically provided for in the contract documents. Submission of a bid by a bidder implies that he has read this notice and all other contract documents and has made himself aware of the scope and specifications of the work to be done and of conditions and rates at which stores, tools and plant, etc. will be issued to him by the Government and local conditions and other factors having a bearing on the execution of the work.

22. The competent authority on behalf of Vice-Chancellor does not bind itself to accept the lowest or any other bid and reserves to itself the authority to reject any or all the bids received without the assignment of any reason. All bids in which any of the prescribed condition is not fulfilled or any condition including that of conditional rebate is put forth by the bidders shall be summarily rejected.
23. Canvassing whether directly or indirectly, in connection with bidders is strictly prohibited and the bids submitted by the contractors who resort to canvassing will be liable for rejection.
24. The competent authority on behalf of Vice-Chancellor reserves to himself the right of accepting the whole or any part of the bid and the bidder shall be bound to perform the same at the rate quoted.
25. The bid for the works shall remain open for acceptance for a period of Sixty (60) days from the date of opening of bid. If any tenderer withdraws his tender or makes any modification in the terms & conditions of the tender which is not acceptable to the department in that case EMD shall be forfeited. Then the tenderer be suspended for one year and shall not be eligible to bid for CSU tenders from date of issue of suspension order
26. This Notice Inviting Tender shall form a part of the contract document. The successful bidder (PMU), on acceptance of his bid by the Accepting Authority shall within 7 Days from the stipulated date of start of the work, sign the MOU.
27. In the event of prolongation of agreement due to delay or reduction in the scope of work, no claim on a/c of reduction in the scope of work, loss of business, loss of profit consequently, overheads and any type of interest etc. will be entertained.

REGISTRAR, CSU

Central Sanskrit University
(Under Ministry of Education,
Govt. of India)

STATE: - **DELHI**

CAMPUS: - **CSU Head Quarter**

BRANCH: - B&R

Region: - JANAKPURI, NEW DELHI-110058

Name of Work : PROVIDING PROJECT MANAGEMENT CONSULTANCY SERVICES FOR RENOVATION, SPECIAL REPAIR AND FIRE FIGHTING WORKS AT CENTRAL SANSKRIT UNIVERSITY, 56-57 , INSTITUTIONAL AREA, HEAD QUARTER JANAKPURI NEW DELHI-110058

- (i) To be submitted at Central Sanskrit University, Headquarter Office, New Delhi by **15.00 hrs on 07.04.2026.**
- (ii) To be opened in presence of tenderers who may be present at **15.30 hrs on 07.04.2026** in the office of **Registrar CSU, Head Quarter, New delhi-110058.**

TENDER

I/We have read and examined the Notice Inviting Tender, MOU, Schedule, Specifications applicable, Drawings & Designs, General rules and Directions, Schedule of Rate & other documents and Rules referred to in the conditions of contract and all other contents in the tender document for the work.

I/We hereby tender for the execution of the work specified for PROVIDING PROJECT MANAGEMENT CONSULTANCY SERVICES FOR RENOVATION, SPECIAL REPAIR AND FIRE FIGHTING WORKS AT CENTRAL SANSKRIT UNIVERSITY, 56-57 , INSTITUTIONAL AREA, HEAD QUARTER JANAKPURI NEW DELHI-110058. We agree to keep the tender open for **Sixty (60) days** from the due date of opening of bid and not to make any modifications in its term & conditions.

The bid for the works shall remain open for acceptance for a period of Sixty (60) days from the date of opening of bid. If any tenderer withdraws his tender or makes any modification in the terms & conditions of the tender which is not acceptable to the department , in that case EMD shall be forfeited. Then the tenderer be suspended for one year and shall not be eligible to bid for CSU tenders from date of issue of suspension order.

Further, I/We agree that in case of forfeiture of EMD as aforesaid, I/We shall be debarred for participation in the re-tendering process of the work.

I/We undertake and confirm that eligible similar work(s) has/have not been got executed through another Firm on back-to-back basis. Further that, if such a violation comes to the notice of Department, then I/We shall be debarred for tendering in CSU in future forever. Also, if such a violation comes to the notice of university before date of start of work, the Registrar CSU shall be free to cancel the agreement and to forfeit the entire amount of Performance Guarantee.

I/We hereby declare that I/We shall treat the tender documents drawings and other records connected with the work as secret/confidential documents and shall not communicate information/derived there from to any person other than a person to whom I/we am/are authorized to communicate the same or use the information in any manner prejudicial to the safety of the State.

Dated: #.....

Signature of PMC #

Witness: #

Postal Address #

Address: #

Occupation: #

To be filled in by the contractor

ACCEPTANCE

The above tender (as modified by you as provided in the letters mentioned hereunder) is accepted by me for an on behalf of the Vice Chancellor CSU for a sum of Rs *
(Rupees.....*)
*

The letters referred to below shall form part of this contract agreement:

- (a)
- (b)
- (c)

For & on behalf of Vice
ChancellorSignature

.....*
Dated:*

Designation

.....*

*To be filled in by the Engineer-in-charge

Scope of Work

The Central Sanskrit University (CSU), Delhi—established by an Act of Parliament under the Ministry of Education, Government of India—holds the distinction of being the largest and only multi-campus language university in the world. CSU also functions as the nodal agency for implementing Sanskrit-related policies and schemes of the Government of India, working in close coordination with the Ministry of Education.

CSU operates 12 campuses across India, with its headquarters located in Delhi. Capital-intensive projects, including additions, alterations, renovations, and special repair works for all campuses and the headquarters, are entrusted to Public Works Organizations/PUCs by the CSU Headquarters. The following works are to be executed at the CSU Headquarters building in Delhi for which bids are being invited :

1. Conversion of the Ground Floor Hall (left side of the lift) into a Conference Hall.
2. Extension of the Vice Chancellor's Secretariat on the First Floor.
3. Extension of the foyer area, considering permissible FAR and parking requirements as per MPD 2021.
4. Fire-fighting works, including installation of a sprinkler system, associated civil and electrical works, and obtaining NOC/FSC from the Delhi Fire Department for the headquarters building.
5. Waterproofing of the powder-coated GI corrugated sloping roof.
6. Structural repairs of underground and rooftop RCC tanks.
7. Miscellaneous works as required.

LIST OF DOCUMENTS TO BE SUBMITTED WITH TECHNICAL PROPOSAL

Annexure - A

TECHNICAL PROPOSAL

DETAILS OF SIMILAR PROJECTS COMPLETED

(As per the definition of similar projects used in this document during the last 7 years)

Sl. No.	Name of project & location	Owner or sponsoring organization	Cost of project in crores/ Total Built Area of the project (excluding basement etc.)	Date of commencement as per contract.	Stipulated date of completion	Actual date of completion	Name & address/ telephone No. of Officer to whom reference maybe made	Remarks
1	2	3	4	5	6	7	8	9

Signature of Bidder

PROJECTS UNDER EXECUTION OR AWARDED

Sl. No	Name of Project & location	Owner or sponsoring organization	Cost In crore/ Total Built Area of the project (excluding	Date of commencement as per contract	Stipulated date of completion	Up to date percentage progress of project	Slow progress/ if any and reasons thereof	Name & address/ Telephone No. of Officer to whom reference may be made	Remarks
1	2	3	4	5	6	7	8	9	10

Signature of Bidder

Annexure - C

**LIST OF OVERALL MAJOR/ IMPORTANT PROJECTS DESIGNED BY THE FIRM
SINCE ITS INCEPTION**

Sl. No	Name of Project & location	Owner or sponsor of project	Cost of Project in crores/ Total Built Area of the project	Date of commencement as per contract	Stipulated date of completion	Up to date percentage progress of project	Slow progress/ if any and reasons thereof	Name & address/ Telephone No. of Officer	Remarks
1	2	3	4	5	6	7	8	9	10

Signature of Bidder

**PERFORMANCE REPORT OF PROJECTS REFERRED TO IN ANNEXURE- A AND
ANNEXURE- C**

FORMAT OF WORKS EXPERIENCE CERTIFICATE (issued by Client)

01.	Name of Agency		
02.	Name of Client & Address		
03.	Name of work / Project & Location		
04.	Agreement No.		
05	Scope of work / services provided	Scope	Name of Buildings
	a. Type of Building for which consultancy services provided.		
		Residential Buildings	
		Non- Residential Buildings	
		Development Works	
	b. Services provided	Scope	Service provided
		Architecture Design	
		Structure Design	
		MEP Design	
		Quantity Survey	
06	Whether Work is physically completed at site	YES / NO	
07	Date of Start		
08	Date of physical completion of all works at site :		
	i) Stipulated date of completion		
	ii) Actual date of completion		
09.	Amount of compensation levied for delayed completion, if any		
10.	i) Built up area		
	ii) Cost		
11.	Overall Performance Report :	(Satisfactory / Not Satisfactory)	
12.	Name of Associated firms & Services provided by them, if any	Name of Firm	Service provided

Dated:

Signature:-

Place:-

Name:-

Designation:-

Contact No.:-

Email ID:-

ORGANISATIONAL DESCRIPTION AND DETAILS

- (1) Name & Address of the Bidder with Telephone No./Fax No
- (2) Firm Inception Details
 - a) Year of Establishment
 - b) Date & year of commencement of practice
- (3) Legal status of the Bidder (attach copies of original document defining the legal status)
- (4) Particulars of registration with various Government bodies (attach attested photo-copy) Organization/ Place of registration, Registration No.
- (5) Names and Titles of Directors & Officers with designation to be concerned with this project.
- (6) Designation of individuals authorized to act for the organization.
- (7) Has the Bidder or any constituent partner in case of partnership firm, ever been convicted by a court of law? If so, give details.
- (8) In which field of Consultancy the Bidder has specialization? List the specialization areas for which the firm has in-house capability?
- (9) Any other information considered necessary but not included above.

Signature of Bidder

DETAILS OF TECHNICAL PERSONNEL TO BE DEPLOYED FOR THIS PROJECT

(List the personnel available in organization of bidder)

S.NO.	Name	Qualification	Designation	Details of Experience	Role in this project	Remarks
1	2	3	4	5	6	7

Signature of Bidder

(Note: After award of contract, CSU expect all of the proposed key personnel to be available during implementation of the contract. The CSU will not consider substitutions during contract implementation except under exceptional circumstances up to a maximum of 25 percent of key personnel (considering equal weightage for each key personnel) and that too by only equally or better qualified and experienced personnel.)

Annexure-G

DETAILS OF TECHNICAL PERSONNEL TO BE DEPLOYED FOR THIS PROJECT

(List the personnel available with Sub-Consultants associated with bidder)

S.N.	Name	Qualification	Designation	Details of Experience	Role in this project	Remarks
1	2	3	4	5	6	7

Signature of Bidder

Annexure-H

Details of financial Capability of the Firm

1. The following parameters may be furnished as per the audited financial statements duly certified by an independent certified Chartered Accountant for the last five financial years as submitted to Income Tax Department.

Sl. No.	Particulars of parameters	2020-21	2021-22	2022-23	2023-24	2024-25
1	Authorized capital					
2	Subscribed capital					
3	Paid-up capital					
4	Reserves [other than revaluation reserve]					
5	Net worth					
6	Gross fixed assets					
7	Net fixed assets					
8	Current assets					
9	Current liabilities					
10	Profit before depreciation, interest and taxes					
11	Profit before taxes					
12	Profit after taxes					

Signature of bidder

Undertaking: Integrity Pact	CPWD
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INTEGRITY PACT

To,

Name of Work: providing project management consultancy services for renovation, special repair and Firefighting Works at Central Sanskrit University, 56-57 , Institutional Area, Head Quarter Janakpuri New Delhi-110058.

Dear Sir,

It is here by declared that ----- is committed to follow the principle of transparency, equity and competitiveness in public procurement. The subject tender is an invitation to offer made on the condition that the Bidder will sign the integrity Agreement, which is an integral part of tender/bid documents, failing which the tenderer/ bidder will stand disqualified from the tendering process and the bid of the bidder would be summarily rejected.

This declaration shall form part and parcel of the Integrity Agreement and signing of the same shall be deemed as acceptance and signing of the Integrity Agreement on behalf of the (CSU)

Yours faithfully,

**Registrar I/c
Central Sanskrit University**

INTEGRITY PACT

To,

The Registrar,
Central Sanskrit University,
56-57, Institutional area,
Head quarter, Janakpuri, New delhi-110058

Name of Work: Providing project management consultancy services for renovation, special repair and Firefighting Works at Central Sanskrit University, 56-57, Institutional Area, Head Quarter Janakpuri New Delhi-110058.

Dear Sir,

I/We acknowledge that CSU is committed to follow the principles thereof as enumerated in the Integrity Agreement enclosed with the tender/ bid document. I/We agree that the bid is invitation to offer made on the condition that I/We will sign the enclosed integrity Agreement, which is an integral part of tender documents, failing which I/We will stand disqualified from the tendering process. I/We acknowledge that **THE MAKING OF THE BID SHALL BE REGARDED AS AN UNCONDITIONAL AND ABSOLUTE ACCEPTANCE** of this condition of the Tender.

I/We confirm acceptance and compliance with the Integrity Agreement in letter and spirit and further agree that execution of the said Integrity Agreement shall be separate and distinct from the main contract, which will come into existence when tender/bid is finally accepted by. I/We acknowledge and accept the duration of the Integrity Agreement, which shall be in the line with Article 1 of the enclosed Integrity Agreement.

I/We acknowledge that in the event of my/our failure to sign and accept the Integrity Agreement, while submitting the tender/ bid, shall have unqualified, absolute and unfettered right to disqualify the tenderer/ bidder and reject the tender/ bid in accordance with terms and conditions of the tender/bid.

Yours faithfully,

Duly authorized
Signatory of the Bidder

To be signed by the bidder and same signatory competent/ authorized to sign the relevant contract on behalf of (CSU).

INTEGRITY AGREEMENT

This Integrity Agreement is made at on thisday of 20.....
BETWEEN THE REGISTRAR , CENTRAL SANSKRIT UNIVERSITY.....

, , (Hereinafter referred as the
(Address of office)

'Principal/Owner', which expression shall unless repugnant to the meaning or context hereof include
its successors and permitted assigns)

AND

.....
(Name and Address of the Individual/ firm/ Company)

through (Hereinafter referred to as the
(Details of duly authorized signatory)

"Bidder/ Contractor" and which expression shall unless repugnant to the meaning or
context here of include its success or sand permitted assigns)

Preamble

WHEREAS the Principal / Owner has floated the Tender (RFP No.
.....)

(Hereinafter referred to as "Tender/Bid") and intends to award, under laid down
organizational procedure, contract

for.....
(Name of work)

Hereinafter referred to as the "Contract".

AND WHEREAS the Principal/Owner values full compliance with all relevant laws
of the land, rules, regulations, economic use of resources and of fairness/
transparency in its relation with its Bidder(s) and Contractor(s). AND WHEREAS to
meet the purpose aforesaid both the parties have agreed to enter into this Integrity
Agreement (hereinafter referred to as "Integrity Pact" or "Pact"), the terms and
conditions of which shall also be read as integral part and parcel of the Tender/Bid
documents and Contract between the parties.

NOW, THEREFORE, in consideration of mutual covenants contained in this Pact,
the parties hereby agree as follows and this Pact witnesses as under:

Article 1: Commitment of the Principal/ Owner

- 1) The Principal/ Owner commits itself to take all measures necessary to prevent corruption and to observe the following principles:
 - i. No employee of the Principal/Owner, personally or through any of his/ her family members, will in connection with the Tender, or the execution of the Contract, demand, take a promise for or accept, for self or third person, any material or immaterial benefit which the person is not legally entitled to.
 - ii. The Principal/Owner will, during the Tender process, treat all Bidder(s) with equity and reason. The Principal/ Owner will, in particular, before and during the Tender process, provide to all Bidder(s) the same information and will not provide to any Bidder(s) confidential / additional information through which the Bidder(s) could obtain an advantage in relation to the Tender process or the Contract execution.
 - iii. The Principal/ Owner shall endeavor to exclude from the Tender process any person, whose conduct in the past has been of biased nature.
- 2) If the Principal/Owner obtains information on the conduct of any of its employees which is a criminal offence under the Indian Penal code (BNSS)/Prevention of Corruption Act, 1988 (PC Act) or is in violation of the principles herein mentioned or if there be a substantive suspicion in this regard, the Principal/Owner will inform the Chief Vigilance Officer and in addition can also initiate disciplinary actions as per its internal laid down policies and procedures.

Article 2: Commitment of the Bidder(s)/ Contractor(s)

- 1) It is required that each Bidder/Contractor (including their respective officers, employees and agents) adhere to the highest ethical standards, and report to the Government / Department all suspected acts of fraud or corruption or Coercion or Collusion of which it has knowledge or becomes aware, during the tendering process and throughout the negotiation or award of a contract.
- 2) The Bidder(s)/Contractor(s) commits himself to take all measures necessary to prevent corruption. He commits himself to observe the following principles during his participation in the Tender process and during the Contract execution:
 - a) The Bidder(s)/ Contractor(s) will not, directly or through any other person or firm, offer, promise or give to any of the Principal/ Owner's employees involved in the Tender process or execution of the Contract or to any third person any material or other benefit which he/she is not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the Tender processor during the execution of the Contract.
 - b) The Bidder(s)/Contractor(s) will not enter with other Bidder(s) into any

undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to cartelize in the bidding process.

- c) The Bidder(s)/Contractor(s) will not commit any offence under the relevant BNSS/PC Act. Further the Bidder(s)/Contract(s) will not use improperly, (for the purpose of competition or personal gain), or pass on to others, any information or documents provided by the Principal/Owner as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.
 - d) The Bidder(s)/Contractor(s) of foreign origin shall disclose the names and addresses of agents/ representatives in India, if any. Similarly, Bidder(s)/Contractor(s) of Indian Nationality shall disclose names and addresses of foreign agents/representatives, if any. Either the Indian agent on behalf of the foreign principal or the foreign principal directly could bid in a tender but not both. Further, in cases where an agent participate in a tender on behalf of one manufacturer, he shall not be allowed to quote on behalf of another manufacturer along with the first manufacturer in a subsequent/parallel tender for the same item.
 - e) The Bidder(s)/Contractor(s) will, when presenting his bid, disclose any and all payments he has made, is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the Contract.
- 3) The Bidder(s)/ Contractor(s) will not in stigate third persons to commit offences out lined above or be a necessary to such offences.
 - 4) The Bidder(s)/Contractor(s) will not, directly or through any other person or firm indulge in fraudulent practice means a willful misrepresentation or omission of facts or submission of fake/forged documents in order to induce public official to act in reliance thereof, with the purpose of obtaining unjust advantage by or causing damage to justified interest of others and/or to influence the procurement process to the detriment of the Government interests.
 - 5) The Bidder(s)/ Contractor(s) will not, directly or through any other person or firm use Coercive Practices (means the act of obtaining something, compelling an action or influencing a decision through intimidation, threat or the use of force directly or indirectly, where potential or actual in committee may befall upon a person, his/ her reputation or property to influence their participation in the tendering process).

Article 3: Consequences of Breach

Without prejudice to any rights that may be available to the Principal/Owner under

law or the Contract or its established policies and laid down procedures, the Principal/ Owner shall have the following rights in case of breach of this Integrity Pact by the Bidder(s)/ Contractor(s) and the Bidder/ Contractor accepts and undertakes to respect and up hold the Principal/ Owner's absolute right:

1) If the Bidder(s)/ Contractor(s), either before award or during execution of Contract has committed a transgression through a violation of Article 2 above or in any other form, such as to put his reliability or credibility in question, the Principal/ Owner after giving 14 day notice to the contractor shall have powers to disqualify the Bidder(s)/ Contractor(s) from the Tender process or terminate/determine the Contract, if already executed or exclude the Bidder/Contractor from future contract award processes. The imposition and duration of the exclusion will be determined by the severity of transgression and determined by the Principal/ Owner. Such exclusion may be forever or for a limited period as decided by the Principal/ Owner.

b. Forfeiture of EMD/Performance Guarantee/ Security Deposit: If the Principal/Owner has disqualified the Bidder(s) from the Tender process prior to the award of the Contract or terminated/determined the Contract or has accrued the right to terminate/ determine the Contract according to Article 3(1), the Principal/Owner apart from exercising any legal rights that may have accrued to the Principal/Owner, may in its considered opinion forfeit the entire amount of Earnest Money Deposit, Performance Guarantee and Security Deposit of the Bidder/ Contractor.

Article 4: Previous Transgression

- 1) The Bidder declares that no previous transgressions occurred in the last 5 years with any other Company in any country confirming to the anticorruption approach or with Central Government or State Government or any other Central/State Public Sector Enterprises in India that could justify his exclusion from the Tender process.
- 2) If the Bidder makes incorrect statement on this subject, he can be disqualified from the Tender process or action can be taken for banning of business dealings/ holiday listing of the Bidder/ Contractor as deemed fit by the Principal/ Owner.
- 3) If the Bidder/ Contractor can prove that he has resorted/ recouped the damage caused by him and has installed a suitable corruption prevention system, the Principal/ Owner may, at its own discretion, revoke the exclusion prematurely.

Article 5: Equal Treatment of all Bidders/ Contractors/ Subcontractors

- 1) The Bidder(s)/ Contractor(s) undertake(s) to demand from all subcontractors a commitment in conformity with this Integrity Pact. The Bidder/ Contractor shall be responsible for any violation(s) of the principles laid down in this agreement/Pact by any of its Subcontractors/ sub-vendors.
- 2) The Principal/Owner will enter into Pacts on identical terms as this one with all Bidders and Contractors.
- 3) The Principal/Owner will disqualify Bidders, who do not submit, the duly signed Pact between the Principal/Owner and the bidder, along with the Tender or violate its provisions at any stage of the Tender process, from the Tender process.

Article 6- Duration of the Pact

This Pact begins when both the parties have legally signed it. It expires for the Contractor/Vendor 12 months after the completion of work under the contract or till the continuation of defect liability period, whichever is more and for all other bidders, till the Contract has been awarded. If any claim is made/lodged during the time, the same shall be binding and continue to be valid despite the lapse of this Pacts as specified above, unless it is discharged/determined by the Competent Authority.

Article 7- Other Provisions

- 1) This Pact is subject to Indian Law, place of performance and jurisdiction is the Headquarters of the Division of the Principal/Owner, who has floated the Tender.
- 2) Changes and supplements need to be made in writing. Side agreements have not been made.
- 3) If the Contractor is a partnership or a consortium, this Pact must be signed by all the partners or by one or more partner holding power of attorney signed by all partners and consortium members. In case of a Company, the Pact must be signed by a representative duly authorized by board resolution.
- 4) Should one or several provisions of this Pact turn out to be invalid; the remainder of this Pact remains valid. In this case, the parties will strive to come to an agreement to their original intentions.
- 5) It is agreed term and condition that any dispute or difference arising between the parties with regard to the terms of this Integrity Agreement / Pact, any action taken by the Owner/Principal in accordance with this Integrity Agreement/ Pact or interpretation thereof shall not be subject to arbitration.

Article 8- LEGAL AND PRIOR RIGHTS

All rights and remedies of the parties hereto shall be in addition to all the other legal

rights and remedies belonging to such parties under the Contract and/or law and the same shall be deemed to be cumulative and not alternative to such legal rights and remedies aforesaid. For the sake of brevity, both the Parties agree that this Integrity Pact will have precedence over the Tender/Contact documents with regard to any of the provisions covered under this Integrity Pact.

IN WITNESS WHEREOF the parties have signed and executed this Integrity Pact at the place and date first above mentioned in the presence of following witnesses:

.....

(For and on behalf of Principal/Owner)

.....

(For and
on behalf
of
Bidder/Con
tractor)

WITNESS

ES:

1.

(Signature, name and address)

2.

(Signature, name and address)

Place:

Dated:

AFFIDAVIT TO BE SUBMITTED BY BIDDER

To,

THE REGISTRAR ,
CENTRAL SANSKRIT UNIVERSITY, 56-57 ,
INSTITUTIONAL AREA,
HEAD QUARTER JANAHPURI
NEW DELHI-110058

I/We undertake and confirm that

- a. We have never been convicted by a Court of Law in the past.
- b. We are not misleading or submitted false representations in the forms, statements and attachments submitted with the bid.
- c. We have not submitted more than one bid for this work.

Further that, if such a violation comes to the notice of the Department, then I / we shall be debarred from tendering in future forever. Also, if such a violation comes to the notice of CSU before date of start of work, the Registrar I/c shall be free to forfeit the entire amount of Earnest Money.

Yours faithfully

Curriculum Vitae (CV) for each staff member (To be deployed on the Project)

Proposed Position on this work:

Name of Firm:

Name of staff:

Nationality: Profession: Years with the Firm: Details of tasks Assigned: Qualification: (Summarize College/ Institute and other specialized education of staff member giving names of college/ institution, year of passing and degree obtained in about Quarter of a page)

Language:

(Include proficiency in speaking, reading and writing each language by a degree of (Excellent/Good /Fair or Poor) Employment Record & Present Commitments:

(Starting with present position, list in reversed order, and every employment held since graduation, giving dates, names of employing organization, title of position held and location of assignments. For experience in last ten years, also give type of activities performed and references, where appropriate. The information to be provided will include the position, commitment in man-days for this project along with all other ongoing projects, project brief including location, cost, duration of assignment & current status etc.)

Particular Experience under this heading: Give outline of staff member's experience and training pertinent to this work. Describe degree of responsibility held by staff member on relevant previous assignments and give dates and locations in addition to academic qualifications (in about half a page)

Certification:

I, the undersigned, certify that to the best of my knowledge and belief, this bio-data correctly describes my qualification, my experience and me.

Date: Day/Month/Year: Signature of staff

member: Authorized Official from the firm:

Note:

(i) Please attach proposed “Work Program” and time schedule for technical personal for all ongoing projects including this project in man-days.

(ii) The above information should be factually correct, providing false or incorrect information will be considered very seriously and Bidder providing false information shall be disqualified. Each CV will be countersigned by the authorized signatory of the bidding firm in blue ink.

Format for Power of Attorney for authorized signatory

FORMAT FOR POWER OF ATTORNEY FOR SIGNING OF BID

Know all men by these presents, we (Name of the Bidder and address of their registered office) do hereby constitute, appoint and authorize Mr./ Ms.....(name and residential address of Power of Attorney holder) who is presently employed with sand holding the position of as our attorney, to do in our name and on our behalf, all such acts, deeds and things necessary in connection with or incidental to our bid for providing Comprehensive Planning and Designing of the Proposed Indian Institute of Management Amritsar including signing and submission of all documents and providing information/ responses to representing us in all matters before , and generally dealing with in all matters in connection with our Bid for the said Project.

We hereby agree to ratify all acts, deeds and things lawfully done by our said attorney pursuant to this Power of Attorney and that all acts, deeds and things done by our aforesaid attorney shall and shall always be deemed to have been done by us.

Dated this theDay of2018

(In case of consortium, to be executed by all the members of the Consortium Bidder)

Note:

The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executants (s) and when it is so required the same should be under common seal affixed in accordance with the required procedure.

¶ This Power of Attorney should be provided on no judicial stamp paper duly

Notarized of appropriate value.

<< Organization Letter Head >>

DECLARATION

I/We, _____ hereby declare that all the information and data furnished by our organization with regard to this tender specification are true and complete to the best of our knowledge. I / we have gone through the specification, conditions and stipulations in details and agree to comply with the requirements and intent of specification.

1	Name & Address of the bidder	:	
2	Phone	:	
3	E-mail	:	
4	Contact person name	:	
5	Mobile number	:	
6	GSTIN number	:	
7	PAN number	:	
8	UTR no. [for payment of EMD]	:	
	BANK DETAILS		
10	Bank name	:	
11	Branch address	:	
12	Branch telephone no.	:	
13	MICR Code of the bank	:	
14	IFSC code	:	
15	Bank Account no.	:	
16	Type of account	:	

We further declare that our organization has not been blacklisted/ delisted or put to any holiday by any Institutional agency/ Govt. Department/ Public Sector Undertaking in the last ten years.

[Signature of
the bidder]

Name:

Seal of the

bidder

MEMORANDUM OF UNDERSTANDING⁵⁴

between

Central Sanskrit University Headquarter Office, Janakpuri, New Delhi-110058

and

(Agency Name)

for

Construction of *[Name of Work(s).....]* at *[Name of Location(s) of Work.....]*

This, Memorandum of Understanding (hereinafter called "MoU") signed between *Central Sanskrit University Headquarter Office, Janakpuri, New Delhi-110058* (hereinafter called "Procuring Entity") represented by its **Registrar** of one part,

And

----- (hereinafter called "Project Management Consultant") represented by its on other part.

'Procuring Entity' and 'Project Management Consultant' are also referred to individually as 'Party' and collectively as 'Parties' wherever the context so requires

Whereas 'Project Management Consultant' have agreed to undertake the work of Construction of abovementioned Work(s) at abovementioned location(s) for 'Procuring Entity' as a 'Deposit Work' on Project Management Consultant (PMC) basis.

Now, therefore it is agreed between the Parties that:

A) Assigning of Work by 'Procuring Entity' to 'Project Management Consultant'.

1. *{In case of MoU of collection of works or of framework nature 'Procuring Entity' will assign a work to the 'Project Management Consultant' through a letter after due approval of the competent authority. A work specific MoU would be signed along with approval of Preliminary Estimates.}. 'Procuring Entity' will provide all relevant available documents related to Land, Site Details, functional and space*

requirements (or Various Facilities, Special Requirements/ Features and Broad Specifications for specialised Equipments and Plants), Layout Plans etc for facilitating Project Execution by 'Project Management Consultant' along with A & E Consultants

2. 'Project Management Consultant' shall appoint, if any, competent Architectural and Engineering (A & E) Consultant commensurate with size and nature of the work after following due process.

(B) Approval of Preliminary Project Report (PPR) & Detailed Project Report (DPR)/ Preliminary Estimate (PE)

3. Preliminary Project Report (PPR) shall be prepared by 'Project Management Consultant' based on functional & space requirements as intimated by 'Procuring Entity' and submitted to 'Procuring Entity' for its approval. *{It would be a joint endeavour on part of both 'Procuring Entity' and 'Project Management Consultant' in consultation with consultants & experts to develop Standard Plans & Specifications for Works & Services including Furniture, Equipments, Plants etc. pertaining to various categories of Works etc.}*⁵⁵
4. Based on approved PPR, 'Project Management Consultant' shall prepare Detailed Project Report (DPR)/ Preliminary Estimate (PE) consistent with their norms & standards, containing Milestones and commensurate activities to be accomplished against each Milestone & Baseline Programme in the form of CPM Network depicting clearly Dates of Start and Completion of the work *{along with Work specific draft MoU}*⁵⁵ and submit it to 'Procuring Entity' along with all relevant input information, documents and Drawings etc. for approval of 'Procuring Entity', within 8 (eight) weeks of receipt of approval for PPR. 'Project Management Consultant' shall use C.P.W.D. Analysis of Rates⁵⁶ for Delhi (DSR) for framing the DPR/ PE. Non - DSR Items shall be incorporated in the Detailed Estimates only when these are not either readily available in DSR. Detailed reasons and justifications for including Non-DSR Items shall have to be furnished by 'Project Management Consultant'. 'Procuring Entity' shall accord approval to DPR/ PE *{and Work specific Draft MOU}*⁵⁵ containing Milestones and commensurate activities to be accomplished against each Milestone & Baseline Programme in the form of CPM Network and issue Administrative Approval (A/A) & Expenditure Sanction (E/S) in about 8 (eight) weeks of its submission by 'Project Management Consultant'.

5. On receipt of the A/A and E/S, the 'Project Management Consultant' shall prepare and accord Technical Sanction (TS) to detailed and coordinated design of all the Architectural, Civil, Electrical, Mechanical, Horticulture and any other services included in the scope of the sanction and of the Detailed Cost Estimates containing the detailed specifications and quantities of various items prepared on the basis of the schedule of rates maintained by CPWD or other Public Works Organizations.

(C) Release of Funds, Payment of Bills

6. 'Project Management Consultant' has agreed to charge @ -- ---% for carrying out the assigned Deposit Work.
-
7. 'Procuring Entity' shall release Initial Deposit of 10% of the approved preliminary estimate amount to 'Project Management Consultant' within 2 (two) weeks of issuing A/A & E/S {and signing work specific MoU along with Milestones & Baseline Programme between **Registrar and** of 'Procuring Entity' & 'Project Management Consultant', whichever is later}⁵⁵.
 - 7.1 'Procuring Entity' shall release additional deposit up to 10 (ten) % of approved estimate amount to 'Project Management Consultant' within 2 (two) weeks of award of first major construction contract on the basis of specific request made by 'Project Management Consultant' in this regard along with proper reasons and justifications acceptable to 'Procuring Entity' for additional requirement of fund over and above already released initial deposit of 10 (ten) % of approved preliminary estimate amount in terms of Clause – 7 above.
 8. After the Initial and Additional Deposit as per clause 7 and 7.1 above and subsequent release of Fund shall be in the form of recoupment of the expenditure made by 'Project Management Consultant' on the work as per monthly expenditure statements which shall be submitted in Monthly Expenditure Statement (MES) in a form similar to CPWD Form – 65 (Account of Deposit works). While submitting MES, and placing demand for release of fund in the form of recoupment of the monthly expenditure already incurred on the work, 'Project Management Consultant' will also submit a comprehensive report on progress of physical completion of various activities and Milestones vis-a-vis earlier planned activities/ Milestones for the overall completion of the specific work mutually decided between 'Procuring Entity' & 'Project Management Consultant' {and included as part of work specific MOU}⁵⁵ for enabling 'Procuring Entity' to keep effective check on utilization of fund as well as physical progress of the work.
 9. The fund subsequent to Initial Deposits shall be released by 'Procuring Entity' to 'Project Management Consultant' within

- 4 (four) weeks of submission of request by 'Project Management Consultant' along with all documents as described in Clause -
8 above. As per the monitoring of physical and financial progress indicators, 'Procuring Entity' will take necessary steps for recoupment of the monthly expenditure incurred on the basis of the Fund Utilization Certificate.
10. If any fund requirement is specifically made by 'Project Management Consultant' after the work has been assigned to 'Project Management Consultant' for undertaking pre-construction activities related to the Project Execution etc., the same shall be released by 'Procuring Entity' within 2 (two) weeks of such specific demand provided the amount is within ceiling limit of Rs 5 (Five) lakh. The amount so released to 'Project Management Consultant' shall be adjusted from, Initial Deposit amount.
11. 'Project Management Consultant' shall intimate 'Procuring Entity' about any excess expenditure likely to be incurred over and above the approved Projected Cost and also about possibility of time overruns, as soon as it comes to the knowledge along with reasons and justifications thereof for necessary approvals from 'Procuring Entity' before continuing/ incurring the extra/ additional expenditure.
12. The 'Project Management Consultant' shall be responsible for certifying and making payment of Bills of the Contractors/ Agencies engaged by them and make available Final Statement of Accounts in Standard Format to 'Procuring Entity' & also provide copies of Final Bills for all Contract Packages and other expenditure incurred related to Project Construction after the Completion of the Work. In addition, should 'Procuring Entity' ask for any other details from 'Project Management Consultant' regarding Utilization of Fund at any stage, Detailed Estimates, Technical Sanctions, Award of Works, Running Bills etc., the same shall be provided by 'Project Management Consultant' readily.
13. The 'Procuring Entity' shall settle compensation/ levies, if so required to be paid based on recommendation by 'Project Management Consultant' related to the Project works, under Workmen's Compensation Act or any other Act or Law of the Central or the State Government.

(D) Execution of Work

14. The 'Project Management Consultant' shall obtain necessary Statutory Approvals/ Permission/ Clearances/ Certificates from the concerned Local Bodies & Statutory Authorities like District Authorities, Municipal Corporation, Panchayati Raj Institutions, Town Planning Board, Electricity Board/ Fire Department, State/ Central Pollution Control Boards, State/ Central Environmental Authorities, Forest and Wild-life authorities etc (for e.g. removal of trees, re-locating utilities; conversion of railway level crossings, laying of railway sidings needed by the work; rehabilitation and resettlement of persons affected by the work; traffic control; mining of earth and stone; interfering protected monuments; blasting permission, environmental/ forest/ wild-life clearances; and shifting of religious shrines etc) to start the work have been obtained. The 'Procuring Entity' shall be responsible for providing all assistance to 'Project Management Consultant' in this process.
15. Works shall not be awarded by 'Project Management Consultant' to contractors till all statutory approvals/ certificates/ permissions required for taking up the work, are in place.
16. 'Procuring Entity' shall make the work site available free from encumbrances to 'Project Management Consultant'. 'Procuring Entity' shall also ensure Availability of auxiliary services - like roads, power, water, solid & liquid waste disposal system, street lighting and other civic services. 'Project Management Consultant' shall provide necessary support in this process.
17. 'Project Management Consultant' shall permit 'Procuring Entity' to inspect or monitor the works, either itself or through Third party as and when it desires for assessing actual progress and quality of construction and any other aspects.
18. 'Procuring Entity' shall provide security clearance and ensure free access for 'Project Management Consultant' staff/ Employees and their workers working at Work site in case these are required. 'Project Management Consultant' shall provide necessary support in this process.
19. 'Project Management Consultant' shall ensure adequate availability of men & material by their contractors.
20. 'Project Management Consultant' shall ensure that it's Contractor(s) implement required Health, Safety &

Environmental (HSE) practices at the Construction Sites and they also comply with all statutory obligations related to workmen deployed at the Construction Site. 'Project Management Consultant' will act as Principal Employer in respect of all Statutory Obligations related to workmen deployed at the site in execution of the work.

21. 'Procuring Entity' shall permit and facilitate to the 'Project Management consultant' all utilities required for construction e.g. drawl of Ground Water, obtaining electricity connection, putting up Labour Camps/ Huts inside the available space for facilitating construction by contractors engaged by 'Project Management Consultant'. 'Project Management Consultant' shall provide necessary support in obtaining permission, if any, of Local Bodies in this regard. The cost in this regard borne by 'Procuring Entity', if any, should not be duplicated as reimbursement by the 'Project Management Consultant'.
22. As soon as the work is allocated, 'Project Management Consultant' shall prepare and submit to 'Procuring Entity' an Integrated Programme Chart for the execution of work showing clearly all activities from the start of work to completion with details of manpower and other input information required for the fulfilment of the timelines given therein. 'Project Management Consultant' will intimate 'Procuring Entity', Project Team, both on - site and off-site, starting from Chief Engineer to Junior Engineer associated with execution of the work. The Programme Chart should inter-alia include descriptive note explaining sequence of the various activities, CPM Network Milestones etc. This will form Base Line Programme and the subsequent progress of the work shall be reviewed with reference to this during periodic Progress Review Meeting preferably monthly. Any increase in time period from the Base Line Value shall be construed as Time Overrun
23. 'Project Management Consultant' shall be responsible for providing Physical Progress Reports to 'Procuring Entity' in the form of CPM (Critical Path Method) Network on monthly basis for reviewing of the progress of the work vis - a vis Base Line Programme and taking all necessary remedial actions, after taking into account 'Procuring Entity's observations made in respect of quality and progress of .the work during the monthly/ periodic Project Review Meetings. To ensure timely completion of work as per mutually agreed time-schedule/ milestones and within agreed Cost.

24. 'Project Management Consultant' shall also be responsible for providing to 'Procuring Entity' Financial Progress Reports of the project and up to date Expenditure incurred on the work on monthly basis along with Certificate of Utilization of Fund against Fund earlier released to 'Project Management Consultant' by 'Procuring Entity'.
25. 'Project Management Consultant' shall be responsible for total Project Management including day-to-day supervision of works, maintenance of all project records and executing the works as per prescribed guidelines, their own Works Manual, Codes, Books of Specifications etc and also in accordance with relevant and extant provisions of General Financial Rules (GFR), 2017.

(E) Project Management, Cost and Time Control

26. 'Project Management Consultant' shall implement a system of 'Project Team Concept' with dedicated group of Engineers under single and unified command for implementation of projects from concept to completion and call composite tenders to reduce the number of packages for better management. 'Project Management Consultant' shall be obliged to adopt all the above said measures to successful completion of the works within Approved Cost and agreed Time period.
27. 'Project Management Consultant' shall be responsible for managing the Project from concept to commissioning effectively and efficiently to ensure desired/ proportionate pace of progress and completion of work is achieved progressively vis-à-vis approved Plans & Specifications and in Terms and Conditions of the MOUs and mutually agreed milestones and timelines and approved cost, taking with due diligence all required pro- active remedial measures including provision of stringent and elaborate enforceable Clauses to this effect and also making time as the essence of contract in the Bid and Contract Documents. 'Project Management Consultant' shall provide for clauses in the contract and established procedure to recover liquidated damages from their contractors/ agencies. The liquidated damages recovered from the contractors for delay, if any, shall be credited to 'Procuring Entity' in the project accounts.
28. The approved Initial Project Cost & Timeline should not exceed during execution of the Project except for reasons like increase

in cost index during construction period, revised specifications or extra work over approved estimate carried out at the request of 'Procuring Entity' etc. In case of either increase in earlier approved cost or timeline, detailed reasons and justifications, based on verifiable facts and figures, shall have to be provided by 'Project Management Consultant' along with comprehensive proposals for revision in earlier approved Project Cost & Timeline, which shall be intensively examined by 'Procuring Entity' in consultation with 'Project Management Consultant' before approval is accorded to their proposals. No additional expenditure over and above the earlier approved Project Cost shall be incurred by 'Project Management Consultant' without prior approval of 'Procuring Entity'. Upward Revisions in either Cost or Timeline should be an exception rather than a rule and for achieving this objective, all required efforts shall be made by 'Project Management Consultant'

29. At any time, it appears to 'Procuring Entity' that the actual progress of the work does not conform to the approved programme referred above and intimated to 'Project Management Consultant' by 'Procuring Entity', detailed reasons and justifications for such delays shall have to be provided by 'Project Management Consultant', which shall be examined by 'Procuring Entity' to re-Schedule the Programme, if any. Progress Review Meetings preferably monthly shall be held between 'Project Management Consultant' and 'Procuring Entity' for reviewing the progress of works based on Baseline Programme/ Milestones etc. and also for resolving co-ordination issues, if any including fixing priority of some works, facilities and services for their early completion and handing over to 'Procuring Entity' for putting item to use for intended purpose. A&E Consultants may also participate. 'Project Management Consultant' will also designate a nodal officer in respect of specific work for coordinating with 'Procuring Entity' and A & E Consultant. Such designated nodal officer shall be suitably empowered and authorized to take decisions in work related issues so that delays are minimized for achieving timely completion of work.

(F) Disputes, Enquiries and Queries

30. 'Project Management Consultant' shall be responsible for observing due diligence and adopting all possible measures at various stages of work execution so as to avoid Arbitration/ Litigation and other hindrances and the work is completed within optimum cost and time in hassle free environment

31. 'Project Management Consultant' shall be responsible for defending all Arbitration and Court Cases arising out of execution till the works end examining the Arbitration Award/ Decree of Court or Law/ liability by appropriate authority in 'Project Management Consultant' and forwarding the same along with a comprehensive report on the circumstance leading to the Arbitration/ Court Cases and the reasons and justification as to why an appeal against such awards/ decree was not considered necessary briefing out inter-alia details of the award and clear cut recommendations The decision of the competent authority in 'Project Management Consultant' to accept The award or challenge the same in a Court of Law will be binding on the 'Procuring Entity'.
32. 'Procuring Entity' shall settle and pay the final claims which may be decreed by a Court of Law, Tribunal or by award of an Arbitration in relation-to the-deposit work, based on recommendations of 'Project Management Consultant'.
33. 'Project Management Consultant' shall be responsible for redressing and complying with the observations of CTE/ CVC, Auditors, Statutory Authorities, Local Bodies, Municipal Corporation etc. pertaining to the work under intimation to 'Procuring Entity'. Providing all work related information promptly to 'Procuring Entity' for replying to Parliament Questions, queries from various Constitutional & Statutory Authorities.

(G) *Completion and Handing-over of Completed Work and Facilities*

34. 'Project Management Consultant' shall obtaining work Completion/ Occupancy Certificates & Clearances for completed Work and Facilities before handing over the same to 'Procuring Entity' for putting them to functional use. 'Procuring Entity' shall provide all assistance in this process.
35. 'Project Management Consultant' shall hand over to 'Procuring Entity' or its Authorized Representative completed Work including all Services and Facilities constructed in accordance with the Approved Plans, Specifications fulfilling all techno-functional requirements agreed with 'Procuring Entity' along with Inventory, As built - Drawings, Maintenance Manual/ Standard Operating Procedure (SOP) for Equipment and Plants, all clearances /Certificates from Statutory Authorities, Local Bodies etc.

36. On completion of the work, a Project Completion Report (PCR) shall be submitted by 'Project Management Consultant' duly bringing out the Final Project Completion Cost, Total Time period taken to complete the work and also completed Project Components as against the approved Cost, Time and Project Components. The PCR shall be submitted along with Final Project Accounts including return of unspent balance amount to 'Procuring Entity' within one month of settlement of final bills of the contractors/ other agencies deployed on the work by 'Project Management Consultant'.

(H) Termination of MoU

37. If 'Procuring Entity' decides to terminate this MOU or decides to drop/ abandon the work after substantial preliminary work has been done by 'Project Management Consultant' on the work, both 'Project Management Consultant' and 'Procuring Entity' shall mutually decide the loss incurred by 'Project Management Consultant' for payment by the latter to the former. In case of abandonment of project/ work by 'Procuring Entity' during construction stage, 'Procuring Entity' shall pay to 'Project Management Consultant', after determining the value of the works, goods and contractors documents and any other sums due to them for work executed in accordance with the MOU, to help liquidate only such liabilities as were squarely needed towards construction/ consultant agencies engaged on the work, in a fair and reasonable manner.

(F) Miscellaneous

38. **Disputes between 'Procuring Entity' and 'Project Management Consultants'**: As dispute resolution mechanism for implementation of the provisions of this MoU, at the first instance the issues involved shall be brought before **Registrar** of 'Procuring Entity' and concerned of 'Project Management Consultant' for their resolution. In case, however, disputes/ differences between the parties do not get resolved, the matter shall be escalated to higher level in 'Procuring Entity', and 'Project Management Consultant', who shall be above the level of **Registrar and.....** in the respective organizations. They shall submit a comprehensive report and recommendation to 'Procuring Entity' and 'Project Management Consultant' for facilitating final decision in the matter.

39. Individual and joint responsibilities of the Parties shall be as per clauses mentioned above.

40. No amendment in Terms & Conditions of the MoU shall be valid and effective unless it is in writing and duly signed by authorised representatives of 'Procuring Entity' and 'Project Management Consultant'. Each party shall give due consideration to any proposal for amendment/ modification made by other party with proper justifications thereof.

41. Provisions, if any, made in respect of deposit works in 'Project Management Consultant's Works Manual or Codes shall stand modified to the extent of the stipulations made in this MoU for execution of 'Procuring Entity' works by 'Project Management Consultant'.

Signatures and Witnesses

Date: _____ Place: _____

Central Sanskrit University

N.I.T. No: - 02/CSU/HQ/EC/25-26

Name of work:- PROVIDING PROJECT MANAGEMENT CONSULTANCY SERVICES FOR RENOVATION, SPECIAL REPAIR AND FIRE FIGHTING WORKS AT CENTRAL SANSKRIT UNIVERSITY, 56-57, INSTITUTIONAL AREA, HEAD QUARTER JANAKPURI NEW DELHI-110058.

SCHEDULE OF QUANTITY

Name of the Bidder

Sl. No.	Name of component	
1	PROVIDING PROJECT MANAGEMENT CONSULTANCY SERVICES FOR RENOVATION, SPECIAL REPAIR AND FIRE FIGHTING WORKS AT CENTRAL SANSKRIT UNIVERSITY, 56-57, INSTITUTIONAL AREA, HEAD QUARTER JANAKPURI NEW DELHI-110058 AS PER TERMS AND CONDITIONS OF MOU ATTACHED IN TENDER DOCUMENT AT PAGE 34 TO 46.	<i>lump sum service charges in percentage to value of work done for carrying out the assigned Deposit Work</i>

Dated:

Signature of PMU