

Office of Commissioner Rajya Shiksha Kendra
Pustak Bhawan, "B" Wing, Arera Hills, Bhopal (M.P.)
 Ph. 0755-2768390, 91, 92, 94, 95 Fax 2552363, 2760561

Request for Proposal
(For 3rd party evaluation)

NIT No. -2471

Bhopal, Date 09.03.2012

In continuation of NIT No. 4926 , Dated 07.07.2011 and prebid meeting held on 05.08.2011 with present consultants, division wise proposals are invited for consultancy services for 3rd party technical supervision, monitoring and quality assurance of ongoing civil works in all divisions under Sarva Shiksha Abhiyan. up to 3:00 pm of 17.04.2012 in the office of the undersigned.

S. N.	Name of Division	Number of Works(*)	Estimated cost of Construction (Rs. in Lakhs)	Probable amount of Technical Supervision, Monitoring and Quality Assurance consultancy fee (Rs. in Lakhs)	Bid Security (Rs. in Lakhs)	Cost of Bid Documents (Amount in Rs.)
1	2	3	4	5	6	7
1	Chambal	1817	2674	53.48	0.53	10000/-
2	Gwalior	2618	4084	81.68	0.82	10000/-
3	Ujjain	3556	4349	86.98	0.87	10000/-
4	Indore	6497	10181	203.62	2.04	15000/-
5	Bhopal	3883	4693	93.86	0.94	10000/-
6	Narmadapuram	1739	2506	50.12	0.50	5000/-
7	Sagar	5803	8907	178.14	1.78	12500/-
8	Jablpur	5285	7753	155.05	1.55	12500/-
9	Shadol	1643	2359	47.18	0.50	5000/-
10	Rewa	4862	7931	158.62	1.59	12500/-
Total		37703	55437	1109.00		

(*) :The no. of the works and their estimated cost of construction can be modified as per completion of the work in the year 2011-12 and inclusion of new works as per annual work plan for year 2012-13.

1. Bid documents may be purchased from the office of the undersigned on any working day upto 5.30 PM of 16.04.2012 on payment of cost of bid documents as shown in column number 7 of afore mentioned table in the form of Demand Draft of any Scheduled Commercial Bank payable on any of its local branch at Bhopal in favor of the Commissioner Rajya Shiksha Kendra Bhopal. Bid document can be downloaded from the website of Rajya Shiksha Kendra www.ssa.mp.gov.in . If downloaded form is used as bid

document the cost of form as indicated in columns 7 of request of proposal be paid separately.

2. Period allowed for the completion of consultancy services is inclusive of rainy season. It shall commence from the date of issue of work order to commence Consultancy Services and shall expire on the completion of 12 month. Contract may be extended for such period as may be mutually agreed upon on the same terms and conditions.

3. Qualification Criteria

In order to qualify for award of the work of consultancy services:

- 3.1 Consultancy firm should be in existence for the last three years in the field of similar nature of work.

Consultants should provide evidence having one work relating to technical supervision, monitoring and quality assurance completed as 3rd party as a prime consultant and should have covered and completed minimum 50 sites at different locations under one contract.
- 3.2 Consultants should have received consultancy fee of not less than Rs.50.00 lacks in any one year in the last 3 years.
- 3.3 Consultants should have received consultancy fee of Rs. 25.00 lacks or more for similar work under one contract in any one year in the last 3 years.
4. Financial Proposal of only such Consultants, who technically qualify, will be opened on 24.4.2012 at 12.00 noon in the chamber of the Commissioner, Rajya Shiksha Kendra, Bhopal or at such place as may be notified.
5. Consultants should submit CV of the Team Leader, Resident Engineer and Material Engineer in the required number as per Terms of Reference (TOR) along with the Technical Proposal.
6. Consultants should submit audited Balance Sheet and Profit and Loss Account with report thereon in support of their receipts as consultancy fee with a certificate of Chartered Accountant to the effect that the receipts relates to consultancy fee for building construction works only.
7. Technical Proposal should be submitted duly page numbered and indexed. All the documents enclosed with the Technical Proposal should be self-attested by the Consultants. Technical Proposal submitted otherwise will not be considered.

8. Consultants have to submit an affidavit stating that:-
- (i) Information, certified copy of the documents, undertakings and certificates attached with the proposal are true and correct to the best of their knowledge and belief. If any information is subsequently, before award of contract, found to be incorrect, Bid Security shall be forfeited and the Consultants shall be debarred from future bidding.
 - (ii) Amount of receipts from consultancy fee from technical supervision, monitoring and quality assurance of building construction works is correct.
 - (iii) The bid documents, certified copy of undertakings and attached certificates etc. have properly been page numbered and indexed.
11. The procedure to be followed for submission of proposal shall be as detailed in the Letter of Invitation (LOI).
12. Other details may be seen on any working day in the office of the undersigned.

Sd-
(Ashok Barnwal)
Commissioner
Rajya Shiksha Kendra
Bhopal

Endt. No. 2472

Bhopal, Date: 09.03.2012

Copy forwarded to :

1. The Secretary, Government of M.P. School Education Department / Finance Department
Vallabh Bhawan Mantralaya Bhopal
2. The Commissioner ,Public Relation, BanGanga Bhopal.
3. The Engineer in Chief, Public Works Department, Satpura Bhawan, Bhopal.
4. The Chief Engineer, Rural Engineering Service IInd Floor, B Wing, Vindhyachal Bhawan
Bhopal
5. All the Divisional Commissioners, Madhya Pradesh
6. All the Collectors, Madhya Pradesh
7. All the Chief Executive Officers, Zila Panchayat, Madhya Pradesh
8. All the District Project Coordinators Rajya Shiksha Kendra
for information and wide publicity.
9. Manager Finance, Rajya Shiksha Kendra, Bhopal.
10. Shri Vaibhav shrivastav for uploading in Portal.

Commissioner
Rajya Shiksha Kendra
Bhopal

**Rajya Shiksha Kendra,
Sarva Shiksha Abhiyan ,
Pustak Bhavan, B-Wing, Jail Road, Bhopal M.P.**

Request for Proposal

Dear Sir,

Subject: Consultancy services for 3rd Party Technical Supervision, Monitoring and Quality Assurance of on going Civil Works in the district of all the divisions of M.P. under Sarva Shiksha Abhiyan.

1. You are hereby invited to submit technical and financial proposals for consultancy services required for 3rd Party Technical Supervision, Monitoring and Quality Assurance of on going Civil Works in all the division's of M.P. under Sarva Shiksha Abhiyan .which could form the basis for future negotiations and ultimately a contract between you and Commissioner, Rajya Shiksha Kendra, Bhopal.

2. The Purpose of this assignment is:

- 2.1 To obtain independent and objective assessment of the technical quality of construction works to be completed and to assure that the Civil Works are constructed with good construction materials and as per desired standards.
- 2.2 To motivate Gram Panchayat / School Management Committee (S.M.C.)/ contractor to achieve above aspects and to monitor physical progress of the works to be completed in schedule time frame. For periodical supervision of the Civil Works the consultant shall deploy the professionals and subordinates as per need of assignment and shall issue certificates of completed works.
- 2.3 To provide an independent assessment on the quality of Civil Works to be executed at different stages of construction, it shall setup a quality control and quality assurance system with the help of prescribed testing norms laid down in Indian Standards through a competent team of appropriate Engineers.
- 2.4 To highlight the problem area if any, and also suggest steps / solutions for the same so as to achieve the overall target of quality assurance.
- 2.5 To carry out testing (both field & laboratory) of materials used in the construction works and concrete laid during the course of construction.

3. The following documents are enclosed to assist and for submission of your proposal:

- 3.1 Terms of reference (TOR) (Annexure-1);
- 3.2 Supplementary information of Consultant, including a suggested format of Curriculum Vitae (Annexure-2);
- 3.3 Form of Contract for Consultancy Services under which the services will be performed (Annexure-3).

4. In order to obtain first hand information about the assignment and the local condition, it is desirable that you or your representative visit the district of the division for which you are applying before submitting the proposal. Your representative can meet the following officials for any clarification:

- (i) Mission leader, Jila Shiksha Kendra, of the concerned District
 - (ii) District Project Co-ordinator, Jila Shiksha Kendra, of the concerned District.
5. The financial offer strictly be submitted in the desired format as shown in annexure-6. The forms are liable to be rejected, if any cutting/over writing is found without proper certification.

6. **Bid Security:**

The Consultant shall furnish Bid security equal to the amount shown in column 6 of the NIT for the concern division in form of demand draft of any scheduled commercial bank payable at any local branch in favor of Commissioner Rajya Shiksha Kendra, Bhopal. Bid security shall be kept in a separate sealed envelope. The proposal received without Bid security shall not be considered.

7. **The submission of the proposals:**

7.1 The proposals shall be submitted in two parts viz., technical and financial. The consultant shall follow the Guidelines given in the RFP.

7.2 The "Technical" and "Financial" proposals must be submitted in two separate sealed envelopes (with respective marking in the bold letters).

7.2.1 The first envelope marked "TECHNICAL PROPOSAL" should include the description of the firm / organization, the firms general experience in the field of assignment, facility of testing construction materials, the qualification and competency of the personnel proposed for the assignment and the proposed work plan methodology and approach in response to suggested terms of reference. The first envelope should not contain any cost information whatsoever.

7.2.2 The second envelope marked "FINANCIAL PROPOSAL" must also be sealed with sealing wax and initiated twice across the seal and should contain the detailed price offer for the consultancy services.

7.3 You have to provide breakup of the cost and fees as detailed below:

7.3.1 Establishment cost plus overhead charges;

7.3.2 Travel and accommodation charges;

7.3.3 Report reproduction charges; and

7.3.4 Testing charges of construction material.

7.4 All the three sealed envelopes viz. bid security, technical proposal and financial proposal should again be placed in a sealed outer envelop, which will be received in the office of the Commissioner, Rajya Shiksha Kendra, Bhopal up to 15.00 hours on 17.04.2012. No proposal will be accepted after due date and time.

8 Opening of Proposal

- 8.1 The proposals (first envelope containing technical proposal only) will be opened by Commissioner, Rajya Shiksha Kendra, Bhopal or his authorized representative in his office after 15.00 Hours on. 17.04.2012. in the presence of interested participants or their authorized representative. Sealed envelope marked bids security shall be open first. If bid security is found in order then only sealed envelope containing the technical proposal will be opened. It may please be noted that the envelope containing the detailed price offer will not be opened until technical evaluation has been completed and participants are short listed by the Commissioner, Rajya Shiksha Kendra, Bhopal.
- 8.2 Financial proposal of only such Consultants, who technically qualify, will be opened on 24.04.2012 at 12.00 noon in the Meeting Hall of the commissioner, Rajya shiksha kendra, Bhopal or at such place as may be notified.

9. Basic criteria of Consultant for participating in the process:

- 9.1 Consultancy firm should have at least three years experience in field of similar nature of work.
- 9.2 Consultants should provide evidence having one work relating to technical supervision, monitoring and quality assurance completed as a prime consultant and should have covered and completed minimum 50 sites at different location under one contract.
- 9.3 Consultant should have received consultancy fee of not less than Rs. 50.00 lacs in any one year in the 3 years.
- 9.4 Consultants should have received consultancy fee of Rs. 25.00 lacs or more similar work under one contract in any one year in the last 3 years.

10. Evaluation

A two- stage procedure will be adopted in evaluating the proposals with the technical evaluation being completed prior to any financial proposal being opened. The technical evaluation will be carried out on the information and documentary evidence furnished along with technical proposal using the following criteria:-

- | | | |
|------|---|----------|
| i) | Consultant's basic qualification criteria
(experience, turnover and consultancy fee
for similar assignment) | 30 Marks |
| ii) | Quality of the methodology proposed for
supervision and testing of construction material | 20 Marks |
| iii) | If team is headed by retired:
Chief Engineer | 20 Marks |
| | OR | |
| | Superintending Engineer (10 Marks) | |
| | OR | |

Executive Engineer (05 Marks)

iv) If team consists of:

(a) Resident Engineer, B.E. with 5 yrs. experience 10 Marks

OR

Resident Engineer, Diploma with 10 yrs.
experience. (05 Marks)

(b) Material Engineer, BE with 5 yrs. experience 10 Marks

OR

Material Engineer, Diploma with 10 yrs
experience. (05 Marks)

(c) Involvement in skills transfer program
and training ability - 10 Marks

Total 100 Marks

11. Deciding Award of Contract

Quality and competence of the consultancy services shall be considered as the paramount requirement. The decision of the award of the contract would be on the following basis:-

(a) Consultants scoring 75% or more of the total marks will only be considered for financial evaluation.

The client shall notify those Consultants, whose proposal did not meet the minimum qualifying mark or were considered non responsive to the Letter of Invitation and Terms of Reference, that their financial proposals will be kept unopened. Financial proposal of the technically qualified Consultants will be opened in their presence on the notified date.

(b) The financial proposals shall be opened publicly in the presence of the Consultants / Consultant's representatives who wish to attend. The name of the Consultants, marks scored, and the proposed price bid shall be read aloud. The Chief Engineer shall prepare minutes of the public opening.

12. The Commissioner, Rajya Shiksha Kendra(RSK), Bhopal is not bound to select any of the firm submitting proposal as quality and least cost basis is the principal selection criteria.

13. AWARD OF CONTRACT: -

The assignment will be awarded to the successful Consultant. The successful Consultant shall execute the agreement in the format given in Annexure-7 with the Commissioner Rajya Shiksha Abhiyan within 15 days from date of letter of acceptance.

The successful Consultant shall commence the assignment within 10 days from the date of issue of work order to commence the work.

14. Security Deposit:

5% of the amount of consultancy fee received by the Consultants shall be recovered as security deposit. It shall be recovered from the consultancy fee paid in each running bill. It shall not be converted in any other form. It shall be refundable three months after satisfactory completion of the assignment.

15. Refund/Forfeiture of Bid Security:

15.1 Refund of Bid Security :

The bid security of technically unsuccessful Consultants will be discharged on completion of technical evaluation. Whereas the bid security of qualifying Consultants will be discharged on finalizing the contract.

15.2 Forfeiture of Bid Security:

- (a) Bid Security shall be forfeited if the Consultant withdraws or modify his proposal after submission during its validity period.
- (b) Bid Security shall be forfeited if any information furnished by the Consultant is subsequently, before award of contract, found to be incorrect.
- (c) Bid Security shall be forfeited if successful Consultant fails to execute the agreement within 15 days from the date of letter of acceptance.

16. Limitations of the Consultant's liability towards Client:

- (a) Except in case of gross negligence or willful misconduct on the part of the Consultant or on the part of any person or firm acting on behalf of the Consultant in carrying out the services, the Consultant, with respect to the damage caused by him to the Client's property, shall not be liable to Client: -
 - (i) for any indirect or consequential loss or damage; and
 - (ii) for any direct loss or damage that exceeds: the total payments for services made or expected to be made to the Consultant hereunder, or the proceeds which Consultant may be entitled to receive from any insurance maintained by the Consultant to cover such liability, whichever is higher.
- (b) The limitation of liability shall not affect the Consultant's liability, if any, for damage to third parties caused by the Consultant or any person or firm acting on behalf of the Consultant in carrying out the services.
- (c) Consultant or his personnel, if found to be involved in the gross negligence or willful misconduct which cause damage to the interests of the Client, shall be liable to such damages. The Consultant or his personnel may also be subjected to the penal action under M.P. Vinirdishtta Bhrashta Acharana Nivaran Adhiniyam 1982.

17. Insurance to be taken out by the Consultant:

The risks and coverage shall be as follows: -

- (a) Maintain workers compensation employment liability insurance for their staff deployed on the assignment. The Consultant shall also maintain comprehensive general liability insurance, including contractual liability coverage adequate to cover the indemnity of obligations against all damages, costs, charges and expenses for injury to any person or damage to any property arising out of, or in connection with the services which result from the fault of the Consultant or its staff.
- (b) Third party motor vehicle liability insurance as required under Motor Vehicles Act 1988 in respect of vehicles operated by the Consultant or his personnel.

18. Taxes:

Consultancy fee received by the Consultant shall be subject to normal tax liability in India. All taxes (central or state) recoverable at source shall be deducted from the running bills and final bills of the Consultant.

- 19. The Consultant is not allowed to get the contract for more than two divisions in a particular invitation of bid even though he qualified and offered lowest price bid. in comparison to other bidders.

Enclosures:

- 1. Terms of Reference
- 2. Agreement for assignment to be carried out by Consultant.

Commissioner
RAJYA SHIKSHA KENDRA
Bhopal.

ANNEXURE-1

TERMS OF REFERENCE FOR 3RD PARTY TECHNICAL SUPERVISION, MONITORING & QUALITY ASSURANCE OF CIVIL WORKS UNDER SARVA SHIKSHA ABHIYAN IN MADHYA PRADESH.

1. Background

Sarva Shiksha Abhiyan (SSA) is being implemented by Rajya Shiksha Kendra, Bhopal, which is a society registered under M.P. Societies Act. The main objectives of the Rajya shikshka Kendra are:-

- i. Universal access to primary education up to middle class.
- ii. Universal retention of children up to 14 year of age.
- iii. A substantial improvement in quality of education to enable all children to achieve essential level of learning.

Under this programme construction of civil Works such as School Building for primary and middle classes with additional Classrooms, Boundary walls, School repairing, Rain water harvesting, toilet blocks, Residential hostels etc are undertaken through various construction agencies viz PWD, RES, BDA, LUN, MPHEB, other local bodies like Gram Panchayat /SMC etc. The activities are to be undertaken in the respective districts and estimated cost for the same is enclosed in **Annexure - 2**

2. Objectives

The main objective of this assignment is to obtain independent assessment of the technical quality of all construction works which are carried out by Gram Panchayat / SMC/ Contractor. This will help us to assure that the buildings which are being constructed through SSA are in good condition and the materials used for construction are as per the desired standards of good quality. This will also help the government that quality buildings are construction within the stipulated time with good quality.

The 3rd party technical supervision, monitoring and quality assurance, consultant shall provide an independent assessment on the quality of all the works to be executed under the entire project at different stages of construction. It shall setup a quality control and quality assurance system with the help of prescribed testing norms laid down by Bureau of Indian Standards through a competent team consists of experienced Engineers. The consultant shall be responsible for quality assurance of both materials and workmanship. For periodical supervision of civil works he shall depute highly qualified professionals and experienced subordinates as per the need of assignment. He shall also issue completion certificate of works.

The consultant shall highlight the problem area if any, and also suggest steps / solutions to be taken for the rectification of the same so as to achieve the overall target or quality assurance.

For quality assurance the consultant shall carry out the testing (both field and laboratory) of materials used in the construction work.

3. Scope of Work

- 3.1 The consultant or his representative shall supervise the construction work during the work under progress frequently to achieve the stipulated standards of quality in the project. If there is any discrepancy / error/ omission, the consultant shall point out it with suggestions and remedial measures to rectify the same.
- 3.2 The consultant shall carry out independent testing (Field & Laboratory) of construction materials as per desired frequency of Indian standards and will report to district Project coordinator and incharge Engineer with his suggestions and remedial measures if any.
- 3.3 The consultant shall also verify that all the points raised in inspection and audit note shall be strictly complied by Gram Panchayat /SMC / Contractor to his satisfaction.
- 3.4 On completion of work, consultant shall prepare completion certificate and submit it to DPC or concern district engineer.

4. Governing Factors

- 4.1 The job of consultancy for technical supervision, monitoring and quality assurance shall be combination of field visits, testing of materials, office work, comments on construction materials, checking of test results.
- 4.2 The consultant shall review the degree of quality control exercised during the construction through various tests. The purpose of quality control exercise is to ensure that the works which are being executed is according to the approved drawings, designs, and specifications.
- 4.3 The consultant shall timely carry out independent checking / testing of materials after collecting random sample in the presence of Sub Engineers/ Assistant Engineers to ensure that specified quality materials are used in the construction. All the tests are to be carried out as per Annexure-'B'.

The type of test required to be carried out for materials / concrete etc. is enclosed in Annexure -C. The consultant shall carry out supervision work only for the works undertaken by the contractor. However supervision & material testing both shall be carried out by the consultant for the work being carried out by the consultant for the work being carried out by Gram Panchayat / SMC / Contractor. The no. of sites for material testing is listed in form No.6— price bid. However during supervision if it is felt that the material testing is required, consultant can take samples for testing but

the payment shall only be made if the result of the testing will be against the tolerance limit specified for particular material or sample.

- 4.4 The consultant shall furnish details about the testing equipment, skilled & unskilled persons engaged by him for testing of samples with their qualifications & experience.
- 4.5 The consultant having wide experience of similar nature of work, if has no facility of laboratory for material testing shall carry out MOU with the Government approved material- testing laboratory. In such case both the partners should jointly & severally responsible for whole work so their inter relationship should be clearly stated with the documentary evidence. The firm having mobile testing laboratory shall be given additional weight age as it will ensure testing of materials at site of work.
- 4.6 The consultant shall provide methodology for supervision, certification and testing of materials.
- 4.7 Under this project all civil works under SSA and executed through Gram Panchayat / SMC / Contractor or any other agency will be considered for supervision and quality control. The consultant shall motivate the executed agency in this regard If required they should train the personnel at site.
- 4.8 The consultancy team shall have considerable strength of expertise and established track record of providing technical supervision, audit and quality assurance services. The consultant shall appoint minimum six Engineer for ..each district having five years minimum experience for B.E. Civil or eight years experience for DCE of similar type of work.
- 4.9 The name of the engineers to be deployed along with their CV's shall be furnished to Commissioner, Rajya Shiksha Kendra, Bhopal, who will not consider substitute, except in case of unexpected delay on the starting date or for reasons of health of engineer leaving the firm. The name of other engineers if any under the circumstances stated in 4.8 above shall also be furnished along with CV to Commissioner, Rajya Shiksha Kendra, Bhopal for his approval.
- 4.9.1 If a consultant bids for more than one division he will be required to propose separate teams of consultants. However, as one consultant will not be awarded work in more than two groupes, this condition will be deemed to be satisfied, if he proposes at least two independent teams irrespective of no. of groups, he has applied for.
- 4.10 The Consultant shall visit each site for minimum 5 times for single storey-Building, 8 times for double storey building and minimum 4 times for other activity during the work under progress. The visits at layout and foundation level, plinth level, lintel level at the time of casting of the beam and slab & at completion stage for issue of completion certificate is mandatory for single story buildings. The mandatory visits for double storey building are at layout ,plinth beam level, casting of ground floor column, tie beam level, casting of ground floor slab & beams, casting of first floor column, casting of slab & beams for first floor and at completion stage. In case of other activities the mandatory visits are at layout,

foundation level, plinth level, at the time of casting of beam and slab, and completion stage for issue of completion certificate.

- 4.11 The consultant shall furnish verification certificate of foundation in case of double storey building to the respective District Project Engineer/ Assistant Engineer of jila shiksha kendra(j.s.k.). Moreover all the visits carried out by the engineer of consultancy firm shall be authenticated by the D.P.C Jila Shiksha Kendra.
- 4.12 The Consultant shall carry out slump test to ascertain the workability of concrete in the presence of Sub Engineer/ Assistant Engineer.
- 4.13 . The consultant shall take timely action for casting the cubes for testing during he concrete work of footings, columns, slabs, beams etc.
- 4.14 The consultant shall communicate immediately all his observations to the executive agency and concern engineer.
- 4.15 The consultant shall develop and follow the computerized reporting and record management system and shall obtain prior concurrence of the same from Commissioner, Rajya Shiksha Kendra, Bhopal.
- 4.16 The consultant shall write his observations in the site order kept at the site of work and suggestions to improve the quality of work.
- 4.17 The consultant shall provide inspection note along with all details i.e. supporting, highlighting problem area and its solution etc. to the concerned divisional engineer of SSA with copy to chief engineer SSA, Bhopal.
- 4.18 The consultant shall submit fort-nightly reports of his observations and inspections, highlighting the progress of the work. The shortcoming / deviations observed and incorporated in audit points shall be notified immediately to the Commissioner, Rajya Shiksha Kendra, Bhopal with copy to DPC SSA and Assistant Engineer SSA for necessary corrective actions.
- 4.19 The consultant shall also submit Weekly site visit report for the Visits carried out by his Engineer to District Project Coordinator. He shall also submit tentative tour diary in monthly meeting for the site visit to be carried out during next week to DPC SSA
- 4.20 Detailed fortnightly reports will include physical progress, number of test carried out along with their results as well as summary of observations made during the fortnight. It will list the audit points in respect of all the construction sites visited & rectification required. It shall also highlight the weaknesses observed, recommended remedial measures and degree of compliance of the audit points raised in earlier visits. The consultant shall prepare a separate report on the progress of work aand share with commissioner RSK with copy to DPC SSA
- 4.21 The consultant shall not issue any instruction directly if in his opinion it is found necessary to change specifications or modify design. The same

shall be brought to the notice of Chief engineer State Project Office. RSK Bhopal

- 4.22 The quarterly progress report shall provide physical progress of the works and the status of compliance of the audit points by the Gram Panchayat / SMC / Contractor.
- 4.23 A consolidated statement showing the dates of visit i.e. 1st visit, 2nd visit, 3rd visit and so on for all the sites shall be furnished by the consultant in order to verify the no. of visits carried out by the consultant to DPC SSA
- 4.24 The assignment mentioned herein is intended to be job oriented and not time oriented and the consultant shall not be entitled to claim any compensation in the event of the time estimated for the completion of the work being extended for any reason what so ever.
- 4.25 In order to ensure the quality and timely completion of the work, consultant should remain present in the co-ordination / review meetings being held monthly at State level and weekly meetings every Saturday at district level at no extra cost.
- 4.26 Consultant shall prepare school repairing manual & manual for good construction materials & practices & submit to Chief engineer State Project Office. The draft of the manual shall be got approved from Commissioner Rajya Shiksha Kendra before final submission to Gram Panchayat / SMC / Contractor .and executive agency.
- 4.27 Consultant shall arrange for workshop/ training programme to share his experience and to impart training to SMC's at Bhopal or at any Tahsil place as decided by SPO about the methodology to be adopted for good construction work as well as how to select the materials for construction. The workshop shall be held within one month after the assignment of work. The consultants shall provide master trainers at hit cost & other expenses shall be borne by concerned zila shiksha kendra.
- 4.28 After the work is completed consultant shall issue completion certificate as per format given by SPO after due verification of the all the points covered in the Check list of the respective activity. Model Check list will be supplied by SPO.
- 4.29 Rates agreed shall be firm till the completion of work inclusive of transportation, stationery, communication charges.

5. Schedule for completion of Assignment

The time schedule for completion of job is approximate 12 months from the date of assignment. However, the assignment is job oriented only.

6. FORMATS

- 6.1 Fortnightly report of each work supervised by the consultant including the issue required immediate attention from the district level & state level, in approved format.

6.2 Similarly fortnightly reports on materials tested for each site & measures required if the testing results are not within tolerance limit to district & state office.

6.3 Any corrections as per SPO Comments.

7. Report to

1. Commissioner, Rajya Shiksha Kendra, Bhopal
2. Chief Engineer, Rajya Shiksha Kendra, Bhopal
3. Executive Engineer/ Assistant Engineer, Jila Shiksha Kendra, of concerned District.

8. Date of Submission

Fortnightly reporting in two Hard copies + One soft copy to Each of above.

9. Stages of Payments

For Supervision and Certification (Middle Schools, Primary Schools and Additional Classrooms)

S.No.	Release	Release of Payment
1	1st Release	5% of the approved amount on submission of Bank Guarantee of Nationalized Bank.
2	2nd Release	15% of approved amount when the work reaches at plinth level.
3	3rd Release	25% of approved amount when the work reaches at slab level.
4	4th Release	20% of the approved amount on completion of slab work.
5	5th Realease	20% of the approved amount on completion of the finishing work..
6	6th and final release	15% of the approved amount after issue of completion certificate.

For Supervision and Certification (Toilet Blocks, Rain Water Harvesting System, Boundary Wall & School Repairing)

S.No.	Release	Release of Payment
1	1 st Release	5% of the approved amount on submission of

		Bank Guarantee of Nationalized Bank.
2	2nd Release	25% of the approved amount when the work reaches at plinth level.
3	3rd Release	35% of approved amount when the work completed except finishing work.
4	4 th release	20% of the approved amount on completion of finishing work.
5	5 th and final release	15% of the approved amount after issue of completion certificate.

10. Input from S.S.A.

1. District Project Office will provide the list of all the sites to the consultant for detail supervision, testing of materials and certification of the Civil Works.

2. The State Project Office / District Project Office will provide architectural & structural drawings, detailed estimates with specifications and all other relevant data.

11. Review Committee & Process

The review committee shall consist of :

1. Commissioner, Rajya Shiksha Kendra, Bhopal
2. Chief engineer, , Rajya Shiksha Kendra, Bhopal
3. Assistant Engineer, Jila Shiksha Kendra, of concern Districts.

The review committee will review the detailed progress report, consultant's observations, testing results and suggestions about the work under construction.

12. Final Outcome

1. Detail summary for the fortnightly report for supervision.
2. On completion of the assignment final report on supervision task and completion certificate.

13. General requirements

1. The Rajya Shiksha Kendra reserves full right to alter its requirement.

2. The decision of the Commissioner, Rajya Shiksha Kendra, Bhopal will be final in all the matters.

Chief engineer
(seal & signature)

Finance Manager
(seal & signature)

Commissioner
(seal & signature)

Districtwise details of the works to be executed during Year 2011-12 under SSA

ANNEXURE-2

SSA M.P. - AWP&B 2011-12 : (Rs. In Lakhs)

S No	District	Additional Rooms - Rural Areas			Additional Rooms - Urban Areas		HM Rooms		Major Repairs in 10 years old Existing Buildings		Separate Girls Toilets Unit (2T + 1 WC)		Toilets for Urban area Unit (2T + 1 WC)		Drinking Water for Urban area		Disabled/CWSN Friendly Toilets		Ramp & Handrail	
		Unit cost in Lakhs	Fresh Plan 2011-12	Financial @Rs. Lakh	Fresh Plan 2011-12	Financial @Rs.3.18 Lakh	Fresh Plan 2011-12	Financial @Rs.3.15 Lakh	Fresh Plan 2011-12	Financial in Lakh	Fresh Plan 2011-12	Financial in Rs.0.565 Lakh	Fresh Plan 2011-12	Financial in Rs.0.565 Lakh	Fresh Plan 2011-12	Financial in Rs.0.75 Lakh	Fresh Plan 2011-12	Financial @Rs.	Fresh Plan 2011-12	Financial @Rs.
1	Sheopur	2.65	88	233.20	0	0.00	131	345.84	0	0.00	317	179.11	0	0.00	0	0.00	20	11.30	40	4.00
2	Morena	2.78	0	0.00	0	0.00	0	0.00	0	0.00	113	63.85	0	0.00	0	0.00	20	11.30	40	4.00
3	Bhind	2.70	56	151.20	0	0.00	306	804.78	0	0.00	622	351.43	0	0.00	0	0.00	20	11.30	40	4.00
Division Total			144	384.40		0.00	437	1150.62	0	0.00	1052	594.38	0	0.00	0	0.00	60	33.90	120	12.00
4	Gwalior	2.73	0	0.00	0	0.00	121	287.98	0	0.00	10	5.65	0	0.00	49	36.75	20	11.30	40	4.00
5	Shivpuri	2.74	0	0.00	0	0.00	50	118.50	27	7.47	527	297.76	0	0.00	0	0.00	20	11.30	40	4.00
6	Guna	2.76	274	756.24	0	0.00	0	0.00	0	0.00	404	228.26	25	14.13	25	18.75	20	11.30	40	4.00
7	Ashoknagar	2.62	366	958.92	50	159.00	205	522.75	0	0.00	0	0.00	0	0.00	0	0.00	20	11.30	40	4.00
8	Datia	2.49	0	0.00	0	0.00	131	317.02	0	0.00	0	0.00	50	28.25	0	0.00	20	11.30	40	4.00
Division Total			640	1715.16	50	159.00	507	1246.25	27	7.47	941	531.67	75	42.38	74	55.50	100	56.50	200	20.00
9	Dewas	2.89	26	75.14	0	0.00	159	435.66	41	28.20	390	220.35	50	28.25	20	15.00	20	11.30	40	4.00
10	Ratlam	2.84	0	0.00	0	0.00	185	477.30	0	0.00	261	147.47	0	0.00	0	0.00	20	11.30	40	4.00
11	Shajapur	2.76	172	474.72	0	0.00	117	320.58	0	0.00	421	237.87	75	42.38	25	18.75	20	11.30	40	4.00
12	Mandsaur	3.03	0	0.00	0	0.00	61	176.29	0	0.00	327	184.76	15	8.48	8	6.00	20	11.30	40	4.00
13	Neemuch	2.62	0	0.00	0	0.00	0	0.00	0	0.00	28	15.82	0	0.00	0	0.00	20	11.30	40	4.00
14	Ujjain	2.61	0	0.00	0	0.00	204	501.84	0	0.00	604	341.26	0	0.00	0	0.00	20	11.30	40	4.00
Division Total			198	549.86	0	0.00	726	1911.67	41	28.20	2031	1147.52	140	79.10	53	39.75	120	67.80	240	24.00
15	Indore	3.41	0	0.00	0	0.00	170	487.90	0	0.00	93	52.55	0	0.00	0	0.00	20	11.30	40	4.00
16	Dhar	2.53	226	571.78	0	0.00	0	0.00	0	0.00	1135	641.28	0	0.00	0	0.00	20	11.30	40	4.00

17	Jhabua	2.60	32	83.20	0	0.00	0	0.00	0	0.00	644	363.86	0	0.00	0	0.00	20	11.30	40	4.00
18	Alirajpur	2.55	110	280.50	0	0.00	109	259.42	0	0.00	627	354.26	25	14.13	0	0.00	20	11.30	40	4.00
19	Khargone	2.76	0	0.00	0	0.00	0	0.00	0	0.00	526	297.19	0	0.00	0	0.00	20	11.30	40	4.00
20	Barwani	2.68	60	160.80	16	50.88	0	0.00	0	0.00	867	489.86	43	24.30	5	3.75	20	11.30	40	4.00
21	Khandwa	2.75	328	902.00	0	0.00	372	1015.56	0	0.00	300	169.50	0	0.00	0	0.00	20	11.30	40	4.00
22	Burhanpur	2.66	106	281.96	0	0.00	147	388.08	0	0.00	0	0.00	71	40.12	5	3.75	20	11.30	40	4.00
Division Total			862	2280.24	16	50.88	798	2150.96	0	0.00	4192	2368.48	139	78.54	10	7.50	160	90.40	320	32.00
23	Bhopal	2.59	0	0.00	0	0.00	4	10.28	0	0.00	204	115.26	122	68.93	89	66.75	20	11.30	40	4.00
24	Sehore	2.71	70	189.70	0	0.00	138	350.52	0	0.00	70	39.55	0	0.00	0	0.00	20	11.30	40	4.00
25	Raisen	2.81	0	0.00	0	0.00	243	617.22	0	0.00	535	302.28	81	45.77	22	16.50	20	11.30	40	4.00
26	Rajgarh	2.62	168	440.16	0	0.00	181	463.36	0	0.00	447	252.56	112	63.28	29	21.75	20	11.30	40	4.00
27	Vidisha	2.57	52	133.64	0	0.00	295	725.70	0	0.00	655	370.08	51	28.82	11	8.25	20	11.30	40	4.00
Division Total			290	763.50	0	0.00	861	2167.08	0	0.00	1911	1079.72	366	206.79	151	113.25	100	56.50	200	20.00
28	Betul	2.82	90	253.80	20	63.60	300	795.00	0	0.00	189	106.79	75	42.38	30	22.50	20	11.30	40	4.00
29	Hoshangabad	2.73	25	68.25	0	0.00	145	384.25	0	0.00	509	287.59	0	0.00	0	0.00	20	11.30	40	4.00
30	Harda	2.91	10	29.10	0	0.00	64	172.16	0	0.00	99	55.94	0	0.00	0	0.00	20	11.30	40	4.00
Division Total			125	351.15	20	63.60	509	1351.41	0	0.00	797	450.31	75	42.38	30	22.50	60	33.90	120	12.00
31	Sagar	2.97	260	772.20	30	95.40	96	258.24	0	0.00	861	486.47	154	87.01	38	28.50	20	11.30	40	4.00
32	Damoh	2.54	162	411.48	0	0.00	229	622.88	0	0.00	430	242.95	0	0.00	0	0.00	20	11.30	40	4.00
33	Panna	2.64	176	464.64	20	63.60	82	205.82	0	0.00	582	328.83	0	0.00	0	0.00	20	11.30	40	4.00
34	Chhatarpur	2.98	130	387.40	62	197.16	268	667.32	0	0.00	594	335.61	0	0.00	0	0.00	20	11.30	40	4.00
35	Tikamgarh	2.91	478	1390.98	0	0.00	150	426.00	0	0.00	609	344.09	86	48.59	0	0.00	20	11.30	40	4.00
Division Total			1206	3426.70	112	356.16	825	2180.26	0	0.00	3076	1737.94	240	135.60	38	28.50	100	56.50	200	20.00
36	Jabalpur	2.52	354	892.08	40	127.20	197	539.78	0	0.00	437	246.91	0	0.00	0	0.00	20	11.30	40	4.00
37	Katni	2.55	426	1086.30	12	38.16	275	676.50	0	0.00	365	206.23	30	16.95	0	0.00	20	11.30	40	4.00
38	Narsinghpur	2.71	0	0.00	0	0.00	59	155.17	0	0.00	0	0.00	14	7.91	3	2.25	20	11.30	40	4.00
39	Chhindwara	2.62	138	361.56	0	0.00	64	165.76	150	87.50	648	366.12	0	0.00	0	0.00	20	11.30	40	4.00
40	Seoni	2.70	100	270.00	20	63.60	194	504.40	0	0.00	510	288.15	5	2.83	5	3.75	20	11.30	40	4.00

41	Mandla	2.57	0	0.00	0	0.00	0	0.00	0	0.00	286	161.59	0	0.00	0	0.00	20	11.30	40	4.00
43	Balaghat	2.49	310	771.90	0	0.00	0	0.00	51	44.94	165	93.23	0	0.00	0	0.00	20	11.30	40	4.00
Division Total			1328	3381.84	72	228.96	789	2041.61	201	132.44	2411	1362.22	49	27.69	8	6.00	140	79.10	280	28.00
45	Shahdol	2.84	130	369.20	18	57.24	0	0.00	0	0.00	314	177.41	6	3.39	0	0.00	20	11.30	40	4.00
46	Anooppur	2.79	0	0.00	0	0.00	0	0.00	0	0.00	164	92.66	0	0.00	0	0.00	20	11.30	40	4.00
47	Umaria	2.98	130	387.40	14	44.52	118	304.44	33	24.73	0	0.00	0	0.00	0	0.00	20	11.30	40	4.00
42	Dindori	2.73	0	0.00	0	0.00	0	0.00	0	0.00	418	236.17	50	28.25	0	0.00	20	11.30	40	4.00
Division Total			260	756.60	32	101.76	118	304.44	33	24.73	896	506.24	56	31.64	0	0.00	80	45.20	160	16.00
44	Rewa	2.67	0	0.00	0	0.00	0	0.00	0	0.00	158	89.27	92	51.98	14	10.50	20	11.30	40	4.00
48	Sidhi	2.96	120	355.20	0	0.00	298	703.28	0	0.00	481	271.77	61	34.47	0	0.00	20	11.30	40	4.00
49	Singrauli	2.96	581	1719.76	40	127.20	496	1170.56	0	0.00	424	239.56	20	11.30	0	0.00	20	11.30	40	4.00
50	Satna	2.59	456	1181.04	0	0.00	404	997.88	0	0.00	865	488.73	100	56.50	6	4.50	20	11.30	40	4.00
Division Total			1157	3256.00	40	127.20	1198	2871.72	0	0.00	1928	1089.32	273	154.25	20	15.00	80	45.20	160	16.00

STATEMENT SHOWING FREQUENCY OF TESTS OF BUILDING MATERIAL

Table No.1

S. No.	Activity	Cement	Sand	Metal	Bricks	Steel Reinforcement	Cement Concrete Cubes	Flooring Tiles
1	Hostel							
2	B.R.C. Building							
3	Middle School							
4	Primary School							
5	Additional Room							

Note : Material of each site shall be considered for testing.

Table No. 2

S. No.	Activity	Cement 50% of sites per block,	Sand 10% of sites per block	Metal 10% of sites per block	Bricks 50% of sites per block	Steel Reinforcement 50% of sites per block	Cement Concrete Cubes each Site	Flooring Tiles 10% of sites per block
1	Compound Wall							
2	Toilet							
3	Kitchen Shed							

Note : Material shall be considered for testing on percentage basis per block.

ANNEXURE-4

Statement Showing Type of Tests to be Conducted of Building Material

S. No.	Building Material	Particulars of test
1	Cement	(a) Consistency
		(b) Setting time
		(i) Initial
		(ii) Final
		(c) Compressive strength, N/mm ² not less than
		i) 3 days
		ii) 7 days
		iii) 28 days
2.	Sand	(a) Silt content
		(b) Gradation, fineness modulus
		(c) Specific Gravity
		(d) Water absorption (%)
3.	Metal (for RCC Work)	(a) Specific gravity
		(b) Absorption
		(c) Abrasion
		(d) Impact Value %
		(e) Flakiness index
		(f) Gradation percentage passing of IS sieves
4.	Bricks	(a) Water absorption
		(b) Compressive strength
		(c) Dimensions
5.	Steel Reinforcement	(a) Ultimate tensile strength
		(b) Yield stress (proof stress)
		(c) Elongation
6.	Cement Concrete Cubes	Compressive strength
		i) 7 Days, ii) 28 Days
7.	Flooring tiles / mosaic / plain	(a) Water absorption
		(b) Transverse strength
		(c) Abrasion
		(d) Size

**TECHNICAL PROPOSAL
FOR
Consultancy services for 3rd Party technical
supervision, monitoring and quality assurance of
Civil Works in _____ Division under
Sarva Shiksha Abhiyan.**

.....

S. No.	Information and documents required	Information and documents supplied by the Consultants																							
1.	Name of Consultant's firm and its organizational structure																								
2.	Details of consultancy fee of ` 50.00 lacs or more received in any one year in the last three years.	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">S. N.</th> <th style="text-align: center;">Year</th> <th style="text-align: center;">Amount of consultancy fee received (` in lacs)</th> <th colspan="3" style="text-align: center;">Remarks</th> </tr> <tr> <th style="text-align: center;">1</th> <th style="text-align: center;">2</th> <th style="text-align: center;">3</th> <th colspan="3" style="text-align: center;">4</th> </tr> </thead> <tbody> <tr> <td colspan="6" style="padding: 5px;"> Note: <i>Certificate of Chartered Accountant shall be enclosed in support of the above.</i> </td> </tr> </tbody> </table>						S. N.	Year	Amount of consultancy fee received (` in lacs)	Remarks			1	2	3	4			Note: <i>Certificate of Chartered Accountant shall be enclosed in support of the above.</i>					
S. N.	Year	Amount of consultancy fee received (` in lacs)	Remarks																						
1	2	3	4																						
Note: <i>Certificate of Chartered Accountant shall be enclosed in support of the above.</i>																									
3.	Details of consultancy fee of ` 25.00 lacs or more received from technical supervision, monitoring and quality assurance of similar nature of work under one contract in any one year in the last three years.	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">S. N.</th> <th style="text-align: center;">Name of Client</th> <th style="text-align: center;">Year</th> <th style="text-align: center;">Particulars of consultancy services</th> <th style="text-align: center;">Estimated amount of consultancy services</th> <th style="text-align: center;">Amount of consultancy fee received</th> </tr> <tr> <th style="text-align: center;">1</th> <th style="text-align: center;">2</th> <th style="text-align: center;">3</th> <th style="text-align: center;">4</th> <th style="text-align: center;">5</th> <th style="text-align: center;">6</th> </tr> </thead> <tbody> <tr> <td colspan="6" style="padding: 5px;"> Note: <i>Audited balance sheet and profit and loss account with Certificate of Chartered Accountant shall be enclosed in support of the above.</i> </td> </tr> </tbody> </table>						S. N.	Name of Client	Year	Particulars of consultancy services	Estimated amount of consultancy services	Amount of consultancy fee received	1	2	3	4	5	6	Note: <i>Audited balance sheet and profit and loss account with Certificate of Chartered Accountant shall be enclosed in support of the above.</i>					
S. N.	Name of Client	Year	Particulars of consultancy services	Estimated amount of consultancy services	Amount of consultancy fee received																				
1	2	3	4	5	6																				
Note: <i>Audited balance sheet and profit and loss account with Certificate of Chartered Accountant shall be enclosed in support of the above.</i>																									

4.	Details of experience for the last three years in the field of similar nature of work. (Details to be furnished in the enclosed Form – 1).	
5.	Details of completed work of similar nature as prime Consultant and number of sites covered and completed (Details to be furnished in the enclosed Form – 2)	
6.	Description of methodology and work plan for performance of assignment. (To be furnished in the enclosed Form – 3)	
7.	Comments / suggestions on “Terms of Reference”. (To be furnished in the enclosed Form – 3)	
8.	Composition of the proposed team and task assignment to individual member with the general description,	

	<p>qualifications, experience and tasks to be assigned by the various members. The Consultants should take into account the various stipulations in the Terms of Reference and assign tasks to individual member of the team. (To be furnished in the enclosed Form – 4)</p>	
9.	<p>Curriculum Vitae (CV) of Team Leader, Resident Engineer and Material Engineer recently signed with date by the proposed key personnel (To be furnished in the enclosed Form – 5)</p>	

Note:

1. *Consultant will have to submit an affidavit duly notarized stating that:*

- (i) Information, certified copy of the documents, undertakings and certificates attached with the proposal are true and correct to the best of his knowledge and belief. If any information is subsequently, before award of contract, found to be incorrect, Bid Security shall be forfeited and the Consultant shall be debarred from future bidding.

- (ii) Amount of receipts from consultancy fee from technical supervision, monitoring and quality assurance of building construction works is correct.
 - (iv) The bid documents, certified copy of undertakings and attached certificates etc. have properly been page numbered and indexed.
2. *Technical Proposal should be self attested by the Consultant. Technical Proposal submitted otherwise will not be considered.*
 3. *Consultant shall furnish an undertaking as under as a part of the technical proposal, on its official letterhead duly signed with proper seal.*

UNDERTAKING

“We certify that there has been no conviction by a Court of Law or indictment/ adverse order by the regulatory authority for a grave offence against us or any of our sister concern. It is further clarified that there is no investigation pending against us or our sister concern. It is certified that no conflict of interest exists as on date and in future if such a conflict of interest arises we will intimate the same to the Client.”

Signature and Seal of Consultant
Date:
Place:

Form – 1

**DETAILS OF EXPERIENCE FOR THE LAST THREE YEARS IN THE
FIELD OF SIMILAR NATURE OF WORK**

S. No.	Name of Assignment	Owner of sponsoring authority	Cost of Assignment	Date of Commencement	Date of completion	Was Assignment Satisfactorily Completed	REMARKS
1	2	3	4	5	6	7	8

***Note: Please attach certificates from the employer by way of documentary proof
(To be issued by an officer not below the rank of Executive Engineer.)***

**DETAILS OF COMPLETED WORK OF SIMILAR NATURE AND
NUMBER OF SITES AT DIFFERENT LOCATIONS COVERED AND
COMPLETED UNDER ONE CONTRACT**

S. No.	Name of Assignment	Owner of sponsoring authority	No. of Sites	No. of Sites completed	Year of Commencement	Year of completion	Cost of Assignment
1	2	3	4	5	6	7	8

***Note: Please attach certificates from the employer by way of documentary proof
(To be issued by an officer not below the rank of Executive Engineer.)***

**METHODOLOGY, WORK PLAN AND COMMENTS /
SUGGESTIONS ON “TERMS OF REFERENCE”**

- A. A short note on the line of approach and methodology outlining various steps for performing the 3rd party technical supervision, monitoring and quality assurance of civil activities.

- B. Comments / suggestions on "Terms of Reference".

**COMPOSITION OF THE TEAM AND THE TASK ASSIGNMENT
TO EACH MEMBER**

Technical / Managerial Staff

S. No.	Name	Position	Task Assignment

Support Staff

S. No.	Name	Position	Task Assignment

FORMAT - CURRICULUM VITAE FOR KEY PERSONNEL

1. Name:
2. Profession / Present Designation:
3. Years with firm / Organization:
4. Area of Specialization:
5. Proposed Position of Team:
6. Key Qualification:
(Under this heading, give outline of experience and training most pertinent to assigned work in proposed team. Describe degree of responsibility held in relevant previous assignment and give dates and locations. Use up to half a page).
7. Education:
(Under this heading, summarize college / university and other specialized education, giving names of schools / colleges etc. attended and degrees obtained. Use up to a quarter page).
8. Experience:
(Under this heading, list all positions held since graduation, giving dates, names of employing organization, title of positions held and location of assignments. For experience last five years for B.E. Civil or 10 Years for Diploma. Also give all types of activities performed and client references, where appropriate. Use upto three quarter of a page).
9. Language:
(Indicate proficiency in speaking, reading and writing of each by "excellent", "good" or "poor").

Signature of Key Personnel

Date:

Financial Proposal

Schedule of Price Bid

PART - A

Item	In Figures	In Words
Consultancy services for 3 rd party technical supervision, monitoring and quality assurance of civil works indivision under SSA for the financial year 2011 - 2012.	_____ % of estimated cost Rs.lacs of civil activities as per Annexure – 2	_____ Percent of estimated cost Rs. lacs of civil activities as per Annexure 2

Note : The percentage quoted by the Consultant shall be inclusive of all the taxes

PART - B

Cost estimate of services Financial proposal shall include cost of expenditure on all the facilities, equipment (engineering and office), transport, computer hardware and peripherals, computer software, communication system (telephone, fax, e-mail/internet), key personnel and support staff, cost of preparing proposal including visits to office of the Commissioner / District Project Coordinator etc.

a) Remuneration of Staff

Staff	Name	Daily/Monthly Rate	Working Days	Total Cost
i)	Team Leader			
ii)	Resident Engineer			
iii)	Material Engineer			
iv)	Field Engineer			
v)	Support Staff			

**b) Testing Charges of
Construction Material**

c) Travel and Accommodation

**d) Transportation and
Communication Expenses**

e) Report Production Expenses

f) Contingency Charges

g) Lump Sum Miscellaneous Expenses

TOTAL COST ESTIMATE OF SERVICES

Agreement for Assignment to be carried out by the Consultant

Name of Assignment : Consultancy services for 3rd Party technical supervision, monitoring and quality assurance of civil works in _____ division under Sarva Shiksha Abhiyan .

Name of Client : Commissioner Rajya Shiksha Abhiyan Bhopal.

Name of Consultant :

1. Set out below are the terms and conditions under which the Consultant has agreed to carry out for the Client the above mentioned assignment specified in the attached Terms of Reference.
2. For administrative purposes the Chief Engineer Rajya Shiksha Kendra Bhopal has been assigned to administer the assignment and to provide the Consultant all the relevant information needed to carry out the assignment. The services will be required for civil activities included in Annual Work Programme of Rajya Shiksha Kendra Bhopal for the under Sarva Shiksha Abhiyan, from the date of issue of work order to commence the work for 12 month Contract period may be extended for such period as may be mutually agreed upon on the same terms and conditions.
3. The Client may find it necessary to postpone or cancel the assignment and/or shorten or extend its duration. In such case, every effort will be made to give Consultant, as early as possible, notice of any change. In the event of termination, the Consultant shall be paid for the services rendered for carrying out the assignment upto the date of termination, and the Consultant will provide the Client any report or part thereof, or any other information and documentation gathered under this Agreement prior to the date of termination.
4. The services to be performed, the estimated time to be spent and the reports to be submitted will be in accordance with the attached Terms of Reference.

5. This Agreement, its meaning and interpretation and the relation between the parties shall be governed by the law of Union of India.

6. This agreement will become effective from date of issue of work order to commence the work and will expire on the completion of 12 months may be extended for such period as may be mutually agreed between the Client and the Consultant on the same terms and conditions.

7. **Mobilisation advance**

The Client shall cause to be paid to the Consultant interest free mobilization advance upto 10% of the amount of consultancy fee (as mentioned in financial proposal) against unconditional Bank Guarantee of a Nationalized Bank. Bank Guarantee should be valid for a period of 12 months or until mobilization advance is fully recovered. Bank Guarantee shall be in such format, as the Client shall have approved in writing. The advance shall be recovered in monthly installments from the payments made in the running bills to the Consultant or by encashment of Bank Guarantee if sufficient payment is not due to the Consultant.

8. The Consultant shall submit monthly bill for Technical Supervision, Monitoring and Quality Assurance for BRC Buildings, Hostels, Middle Schools, Primary Schools, Additional Classrooms, Toilet Blocks, Kitchen Sheds, Drinking Water Facilities, Rain Water Harvesting System, Boundary Wall and Repairs of Buildings by 15th of subsequent month duly supported by vouchers for payments made to the executing agencies for the work executed during the previous month duly certified by the Gram Panchayats / SMCs / AE concerned.

Consultancy fee payable to Consultant shall be calculated on the basis of value of civil works supervised by the Consultant and paid to the executing agencies at the accepted percentage shown in the financial proposal.

Payment shall be made after deducting mobilisation advance, if paid to the Consultant, 5 percent security deposit and other statutory deductions. The above payments shall include all the costs related to carrying out the services including overhead and any tax imposed upon the Consultant. However in the case of prolongation of work beyond

stipulated period of completion consultants may reduce their staff proportionately.

9 The Consultant will be responsible for appropriate insurance coverage. In this regard the Consultant shall maintain workers compensation employment liability insurance for their staff deployed on the assignment. The Consultant shall also maintain comprehensive general liability insurance, including contractual liability coverage adequate to cover the indemnity of obligations against all damages, costs, charges and expenses for injury to any person or damage to any property arising out of, or in connection with the services which result from the fault of the Consultant or its staff. The Consultant shall provide the Client certification thereof upon request.

10. The Consultant shall indemnify and hold the Client harmless against any claim, demand, and/or judgment of any nature arising out of the services by the Consultant under this Agreement. The obligation in this clause shall survive even after the termination of this Agreement.
11. The Consultant agrees that during the term of this Contract and after its termination, the Consultant and any entity affiliated with the Consultant shall be disqualified from providing goods, services etc. closely related to these services to any other project.
12. All reports and other documents or software submitted by Consultant in the performance of the services shall become and shall remain property of the Client. The Consultant may retain a copy of such documents but shall not use them for purposes unrelated to this contract without the prior written approval of the Client.
13. The Consultant undertakes to carry out the assignment in accordance with the highest standard of professional and ethical competence and integrity having due regard to the nature and purpose of the assignment, and to ensure that the staff assigned to perform the services under this Agreement will conduct themselves in a manner consistent herewith.

14. The Consultant will not assign this Contract or sub-let any portion of it without the Client's prior written consent.
15. The Consultant shall pay the taxes, duties fee, levies and other impositions under the Applicable law and the Client shall perform such duties in this regard to the deduction of such tax at source as may be lawfully required.
16. The Consultant agrees that all knowledge and information within the public domain, which may be acquired during carrying out of this Agreement, shall be for all time and for all purposes regarded as strictly confidential and held in confidence, and shall not be directly disclosed to any person, whomsoever, except with the written permission of the Client.
17. Request for consultancy services proposal, letter of invitation and terms of reference (attached) shall form part of this agreement.
17. Any dispute arising out of the Contract, which cannot be amicably settled between the parties, shall be referred to adjudication/arbitration in accordance with Arbitration and Conciliation Act 1996.

Place:

Date:

(Signature and name of Authorized Representative on behalf of Consultant)

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(Signature and name of the Client's Representative)