Appointment of Project Management Consultant on the panel of MSSIDC

MSSIDC is a Government of Maharashtra Undertaking assisting SSIs for making their products to Government, semi Government and Public Sector Undertaking in the State. Under this activity MSSIDC also undertakes composite works which include civil, electrical and interior designing of the offices and other premises of the offices, hospitals and other buildings & premises of the Government Departments. These works are executed by MSSIDC through the Small Scale Units registered with MSSIDC. The place of work can be anywhere in Maharashtra.

MSSIDC desires to have a panel of Project Management Consultants & Architect for design, estimate and supervision of these works.

BROAD SCOPE OF WORK

The Project Management Consultants & Architect appointed requires to provide technical assistance to MSSIDC as follows:

I. To assist MSSIDC in preparation of specifications, layout/drawing for which enquiry is received by MSSIDC is consultation with concerned Government Department.

II. To prepare estimates for the work preferably as per the applicable District Schedule of Rates for the District where the work is carried out for items which are included in District Schedule of Rates.

III. To prepare estimate for other items on the basis of market rates.

IV. To supervise execution of work and suggest necessary modification/changes required to the contractor during execution of work.

V. To provide technical assistance to contractor for execution of work as per specification.

VI. To prepare Bill of material of executed work, certify and recommend same for payment.

VII. Periodic measurement (Running Bill) shall be prepared as per tender condition.

VIII. Supervising agency ensure quality and shall hand over completed site to purchasing department and submit necessary certificate.

IX. The area of work can be anywhere in Maharashtra.
**ELIGIBILITY CRITERIA**

The Project Management Consultants & Architect should meet the following criteria

A. The consultant should have executed projects of value not less than Rs. 1.00 crore.


C. Atleast one of the project executed till date should be comprising of civil, electrical and interior designing etc.

D. The average financial turnover during last two years ending 13.03.2014 shall not be less than Rs. 1.00 crore.

E. Bank solvency should not be less than Rs. 1.00 crore.

F. The consultancy firm should not have incurred any loss in more than two years during last five years ending 13.03.2014.

G. The consultancy firm should have experienced personnel/technical staff for monitoring the work.

H. The consultancy firm should be member of Institution of Architect /India Council of Architect.

**SELECTION CRITERIA**

The Project Management Consultants & Architect shall be selected on the basis of similar type of project/Indian Council of Architect.

Marking Criteria

1) Past Experience - 30%
2) Experience of key personnel/staff - 50%
3) Financial strength - 20%

**SUBMISSION REQUIREMENT**

The interested consultants are requested to submit following information for providing their competence.

1. A brief profile of company.
2. Ownership and organizational structure
3. Details of projects carried out in last three years alongwith name of the organization and cost of the project.
4. Reference/client list and description of assignments handle.
5. Curriculum vita of key professional/technical staff.
6. Copy of turnover certificate certified by C.A. for last five years along with Profit & Loss (Balance Sheet along with Profit & Loss a/c is required to be produced on demand.)

7. Registration copy of Architect panel.

8. Should have experience of successfully completed similar consultancy assignments of civil, electrical and interior designing and other services during last five years ending 13.03.2014.

9. Rate for drawing, designing, estimation, supervision, certification consultancy charges should be offered on % basis of value of the work on the letterhead of the consultant/firm.

10. Fixed rate for drawing, designing and preparation of estimate.

Document in the sealed envelope superscripted with the title Project Management Consultant must be submitted to the following address not later than 2.00 hours on 28.01.2015 upto 3.00 p.m.