

# **TENDER DOCUMENT FOR**

## **Appointment of Consultant for Rendering Architectural and Engineering consultancy services for Establishment of National Skill Development Centre at CDFD, Laboratory Campus, Uppal, Hyderabad**



### **डी एन ए फिंगरप्रिंटिंग एवं निदान केंद्र**

(बायो टेक्नोलॉजी प्वज्ञान और रौद्योगगकी मिंत्रालय एक स्वायत्त सिंस्थान। भारत सरकार)

### **CENTRE FOR DNA FINGERPRINTING AND DIAGNOSTICS**

(An Autonomous Institute of Department of Biotechnology, Ministry of Science and Technology, Govt. of India)

इन्तर रिंग रोड Inner Ring Road, उप्पल Uppal, हैदराबाद HYDERABAD - 500039 (तेलंगाना राज्य (Telangana State) भारत India

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### NOTICE INVITING TENDER

No: CDFD/ENGG/CIVIL/25-26/36

Date:20-01-2026

BRIC-CDFD invites Tender in Two-Bid System for “**Rendering Architectural and Engineering consultancy services**” for *Establishment of Skill Development Centre* and other works as per the following details:

1.	Name of the Work	:	Appointment of Consultant for Rendering Architectural and Engineering Consultancy Services for Establishment of National Skill Development Centre at CDFD, Hyderabad.
2.	Earnest Money Deposit	:	₹ 74,800/-
3.	Pre-Bid Meeting	:	28-01-2026 at 11.30 a.m. at CDFD, Laboratory Campus, Uppal, Hyderabad
2.	Last date for Submission	:	18-02-2026 at 1500 Hours
3.	Mode of Submission	:	Hard copy of Tender application in Sealed Envelope Super-scribing Name of the Work and Sender details to be deposited in the Tender box kept for the purpose in Civil Engineering section at CDFD, Inner Ring Road, Uppal, Hyderabad – 500 039.
4.	Opening of Applications	:	18-02-2026 at 1530 Hours
5.	Validity of Applications	:	120 days from the opening date of applications
6.	Period of Empanelment	:	Three years from the date of Agreement or till completion of project, whichever is later

The Tender document can be seen in the CDFD website [www.cdfd.org.in](http://www.cdfd.org.in) and CPP portal <https://eprocure.gov.in>, where the document would be available for download. To promote wider participation and ease of bidding, no application fee is levied for tender document to be submitted.

**TECHNICAL BID**  
**INSTRUCTIONS TO THE BIDDERS (ITB) AND CONDITIONS OF**  
**CONTRACT**

**1. Introduction:**

Centre for DNA Fingerprinting and Diagnostics (CDFD) is one of the premier research organizations in the country, an autonomous research Centre of the Biotechnology Research and Innovation Council (BRIC) and an integral part of the larger ecosystem at Hyderabad. CDFD committed to advancing cutting-edge research in diverse fields of biology and spanning across scales to address critical challenges in health, agriculture, and forensics. Our mission is to foster innovation, excellence, and collaboration, empowering scientists to push the boundaries of knowledge and translate discoveries into real-world solutions. Besides the emphasis on discovery biology, we are building a thriving environment to support entrepreneurs, start-ups and industries.

The Viksit Bharat agenda of the Government of India prioritizes equity and universal access to a healthy and risk-free life, especially for vulnerable sections of society. Key to achieving this goal are DNA fingerprinting and diagnostics-based methods, which have become essential for both global health and forensic applications. Despite recent advancements and the availability of cutting-edge technologies, these tools remain inaccessible to large segments of the population. Major barriers include a lack of awareness among stakeholders, a shortage of trained professionals, insufficient forums for developing guidelines and policies, and the need for affordable Point-of-Utilization (PoU) methods.

To address these challenges, the establishment of a National Skill Development Centre, at the Centre for DNA Fingerprinting and Diagnostics (CDFD) aligns with India's national strategy of enhancing scientific capabilities and promoting public health. This initiative supports the Viksit Bharat agenda's commitment to providing universal access to health and safety.

## **2. Design intent:**

The National Skill Development Centre should incorporate the philosophy of training in the field of Forensic DNA Profiling and Molecular Genetics to ensure continuous flow of trainees and provide a stimulating environment for training pursuit and social interaction. The facility is envisaged as state-of-the-art and 'smart' with the ambience and aesthetics of global standards, blending technology and modernity. Sustainable design like Energy conservation, Water management, Efficient utilization of materials.

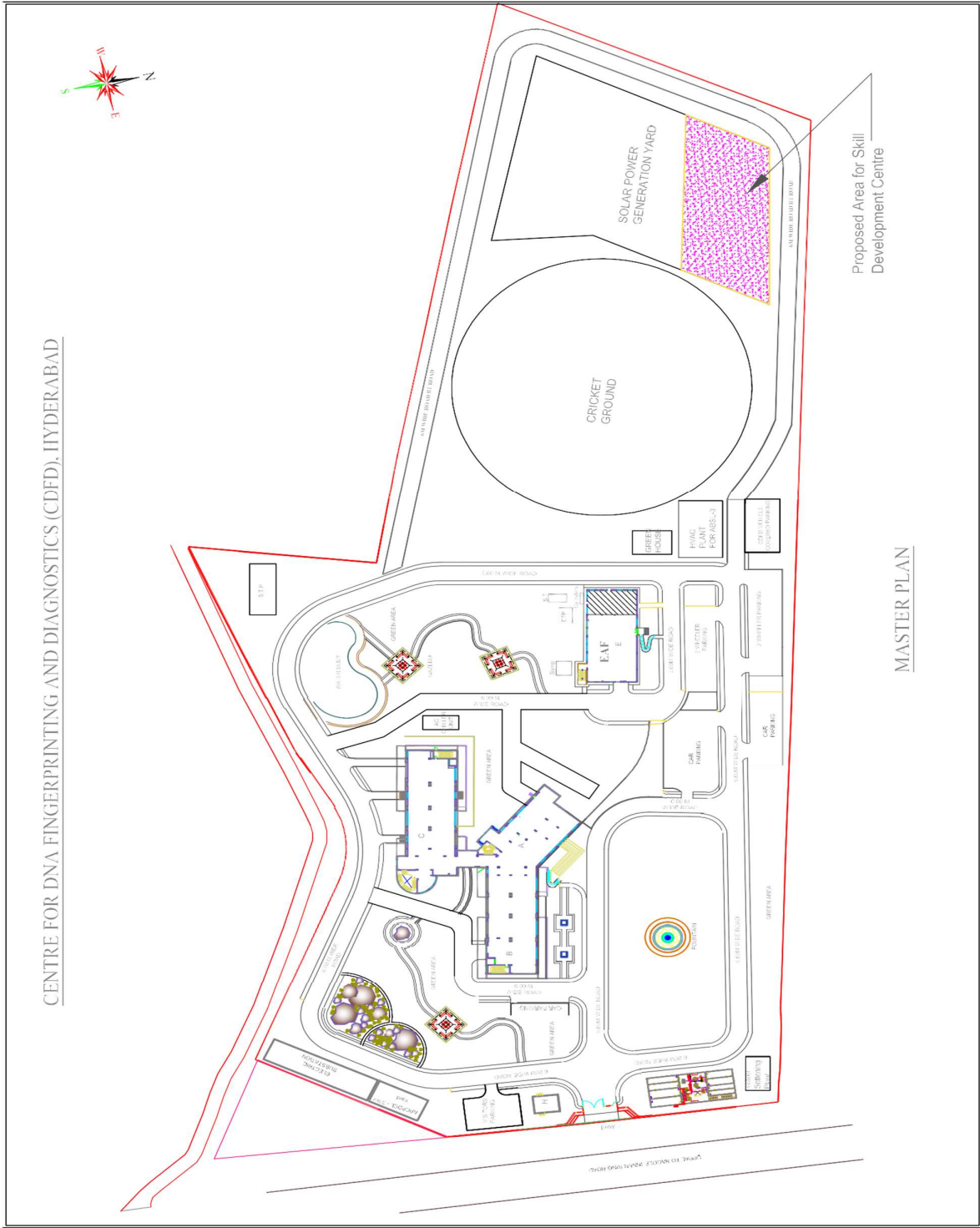
Land area proposed for the Centre is approximately 20,000 sq.ft. and the proposed Budget is ₹18.70 crores. Building may be designed as a Multi-storey building with Laboratories, Seminar Hall, etc., at Ground level and the Hostels are in the top floors.

CDFD shall made available the Contour survey details of the proposed site, Geo-Technical investigation report for the design.

### **The following are the infrastructure requirement in the proposed facility:**

1. Training Laboratories - Area required  $\approx$  6,000 Sq.ft – In Modular to accommodate suitably for smaller and bigger trainee participants in parallel
2. Exhibition Area
3. Reception / Front Office
4. 300 Seating capacity Seminar Hall with each seating Row raised for clear sightlines
5. One 30 Seating and 50 Seating capacity Lecture Halls
6. Pantry with Buffet space for upto 300 members
7. Space for CoE – 3 to 4 nos. with each space having 500 to 600 sq.ft.
8. Space for Servers to have backup for Data Mirroring and Cyber Security –500 sq.ft.
9. 10 to 15 Guest Rooms (suite rooms) to accommodate experts/invitees/policy makers
10. Meeting Rooms for the guests – 2 nos. each with around 200 sq.ft.
11. Lounge / Common area for guests

12. Pantry in Guest House floor
13. Allied facilities like Laundry, Housekeeping, Bedding materials, etc.
14. Hostel Rooms in three floors – each room with attached toilet and balcony – approximate size of each hotel room 250 sq.ft.
15. Two Dormitories to accommodate 20 trainees. One for Boys and One for girls with each having capacity of 10 persons.
16. Preferred separate entry for SDC center and Hostel
17. Common Facilities for Hostel like Common Laundry, Drinking Water, TV Room, One Common wash room in each floor, Janitor Room.
18. Lifts, Staircases, Power back-up with generator, UPS for sensitive lab instruments.
19. LAN+Wi-Fi, CCTV, IBMS, Audio Visual System, Fire Alarm and Fire Fighting.
20. External and Internal Electrification
21. Water Supply and Drainage System
22. Hot Water in Guest House Rooms and Hostel Rooms
23. Existing Solar Power Generation Panels needs to be shifted to Roof top. Building Structure to be designed to take care of Wind and Panel Loads of Solar Generation.
24. HVAC as per the guidelines of ISHRAE/TERI
25. Hostel Rooms with Individual electricity meter (sub meter) reading
26. Rain Water Harvesting
27. Two wheeler and Four Wheeler Parking



CENTRE FOR DNA FINGERPRINTING AND DIAGNOSTICS (CDFD), HYDERABAD

MASTER PLAN

Proposed Area for Skill Development Centre

### **3. SCOPE OF WORK**

CDFD is planning to invite Construction Tender through EPC (Engineering, Procurement, Construction) mode for the execution of the work and obtaining required Statutory approval for the campus. The scope of work of the Consultant is thus arrived and listed as follows:

- 3.1 Preparation of Concept Design and Detailed Layout of the Scheme and Presenting to CDFD for approval.
- 3.2 To update the preliminary estimates/concept incorporating suggestions and missing details/facilities, etc.
- 3.3 Preparation of Basic Architectural Drawings in compliance with local bye laws and national codes/standards.
- 3.4 Preparation of Detailed Project Report (DPR) with Estimates
- 3.5 Preparation of Physical Building Model based on Conceptual design.
- 3.6 Preparation of Virtual 3D with Walk through of the proposed design and give presentation to the CDFD for approval.
- 3.7 Preparation of an EPC Mode-1 Tender document for inviting contractors to undertake integrated construction works comprising Civil, Interior, MEP and associated components. The Scope of Work for the EPC Contractor shall include developing the Detailed design in alignment with the approved design intent, obtaining all requisite Statutory approvals from competent authorities such as Municipal Corporation, CEA, PCB and Fire Department, facilitating Structural design proof checks through IIT or an approved agency, and securing the Occupancy Certificate.
- 3.8 Consultant shall supply both in Hard copies (6 copies) and soft copy of all drawings, documents, tender documents, etc., for the services to be rendered.
- 3.9 Assisting CDFD in Evaluation of proposal submitted by EPC bidder for architectural design and specification and evaluation of qualified bidder.
- 3.10 The Successful consultant shall ensure adequate local presence during construction.
- 3.11 Assisting CDFD in monitoring progress by deputing experienced site engineers suitable for the project with a) One Civil Engineer from the commencement of construction by the contractor to the completion of Construction, b) One Electrical Engineer during the Electrical works execution by the Contractor. The Minimum qualification for the site engineers shall be B.E/B.Tech (Arch./Civil/Elec.) with minimum 3 years of experience.
- 3.12 Verification of the As-Built Drawings, Detailed Area Statement and Project Inventory submitted by the EPC Contractor, and certifying of their accuracy.

#### **4. Instructions:**

- 4.1 Tenderers must read the Tender document carefully and submit their bids in strict conformity with the requirements as given in the document.
- 4.2 Tenderers are advised to acquaint themselves with all information including risks, contingencies and other circumstances in execution of the work at their own risk, responsibilities and cost. Consultant are advised to visit site at their own cost and familiarize themselves with the site.
- 4.3 The tenderer shall sign all the pages of the tender documents and other documents submitted by him along with the tender
- 4.4 The tenderers are advised to understand carefully entire scope of work and allied activities involved in the execution of the project. Plan shown in the document are indicative.
- 4.5 All the persons working for the successful tenderer are also supposed to follow the highest level of work ethics. If any such person indulges in corrupt and fraudulent practices, the Consultant is liable to be disqualified.
- 4.6 The tenderer should ensure that rates quoted should appear only in the Financial bid (price schedule document) and nowhere else, otherwise the tender is liable to be rejected.
- 4.7 Director, CDFD reserves the right to postpone the tender issue date, submission / opening date of the tender.
- 4.8 Director, CDFD reserves the right of accepting the whole or part of any tender and tenderer shall be bound to perform the same at the rate or amount quoted.
- 4.9 This Notice Inviting Tender (NIT) and Instructions to Bidders (ITB) along with the Technical Bid shall form the part of the Contract document. Any addendum/corrigendum and pre-bid clarifications shall only be uploaded in CDFD website and tenderers/bidders are responsible to monitor updates.
- 4.10 CDFD does not bind itself to accept the lowest or any other tender and reserves the authority to reject any or all tenders without assigning any reason. All the tenders, in which any of the prescribed conditions are not fulfilled or incomplete, in any respect, are liable to be rejected.
- 4.11 The successful tenderer on the acceptance of his tender shall be required to execute an agreement with CDFD within fifteen days for rendering the service as per the agreed conditions. The cost of stamp paper for the agreement shall be borne by the successful tenderer.
- 4.12 Time is essence of the Contract. In order to complete the work within the schedule time the tenderer is required to submit a detailed programme chart for various activities, wherever is applicable.
- 4.13 The Validity of tender shall remain for a period of 120 days from the date of opening of Technical bid.

## **5. Consultant's Liabilities:**

The liability of the Consultant / and the penalty thereof towards faculty design, Drawings, Calculation, Tender document and specification:

The consultant shall be responsible for any discrepancies, errors or omissions in the drawings, prepared and supplied by them, whether or not the same shall have been approved by the Centre (CDFD). Upon CDFD's request the Consultant shall promptly rectify deficiencies in the tender drawings by amending / replacing / supplementing the deficient drawings/ documents as appropriate, at their own expenses.

The Consultant should familiarize themselves with local conditions, local Municipal Bye-laws and Regulations, TGPCB/CPCB, NBC and other statutory requirements for the project.

## **6. Responsibility of CDFD:**

For purposes of reference and record, the contour plans will be provided by CDFD.

## **7. Professional Fees:**

The Professional fees for the consultancy services for the scope of work mentioned hereinbefore shall be provided as % (percent) of the cost put to tender which will be executed under the consultancy services of the Consultant.

### Consultant professional fee include:

- All direct and indirect architectural, engineering and administrative costs including profit
- Manpower Deputation Charges till construction completion.
- All prevailing taxes except GST, GST will be paid extra as per the prevailing rates
- Local conveyance / Transport charges incurred in connection with the service
- All consumables, printing/plotting, Building Models, Expenses on local charges, Couriers, Stationery, Mobile phone and usage, E-mails, etc.
- All related out of pocket expenses.

### Exclusion from the Cost of the works to be considered for consultant's professional fees:

- Land cost
- Statutory payments scrutiny fees, development charges, service connection deposits / charges, premiums, etc.
- Services, fixtures & fittings which are not designed & supervised by the Consultant
- Payment on account of arbitration award, if any.
- CDFD's administrative expenses.

### **Terms of Payment and Time Lines:**

The Total Fee Payable shall be made on percentage basis to the Consultant based on the estimated cost of work i.e., ₹18.70 crores.

<b>S.No</b>	<b>Stage of Payment</b>	<b>(%) of Total Fees Payable</b>	<b>Time Lines</b>
1	Stage 1 a) On Preparation (including revision) and submission of all the final Design and Drawings under the scope of work and approval from CDFD b) On submission of Final Design and Drawings, Model, DPR and Estimate as per scope and approval by CDFD	a) 10% of Total Fees payable after completion of Stage 1(a) b) 20% of Total fees payable less payment made upto stage 1(a)	a) 30 Days from the date of Agreement b) 15 Days from the date of Design approval
2	Stage 2 On preparation and finalization of tender document for inviting bids from the EPC contractors and approval by CDFD	30% of Total fees payable less payment made in stage 1.	15 Days from the date of Estimate approval
3	Stage 3 On completion Technical evaluation of bids, submission of technical evaluation report and approval by CDFD.	40% of total fees payable less payments made upto stage 2.	30 Days from the date of opening of Technical Bid
4	Stage 4 Assisting CDFD in checking design intent w.r.t. finishes, make of material, workmanship etc., as per approved design	a) 60% of total fees payable after completion of 30% of contractor work less payments made upto stage 3. b) 70% of total fees payable after completion of 60% of contractor work less payments made upto stage 4(a). c) 80% of total fees payable after completion of 90% of contractor work less payments made upto stage 4(b). d) 90% of total fees payable after completion of 100% of contractor work less payments made upto stage 4(c).	As per the timelines of Construction Schedule

5	Stage 5	On Submission of Post Completion inspection report, compliance of same by bidder and taking over by CDFD.	100% total fees payable less payments made upto stage 4.	30 Days from the date of Completion of Construction
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### **8. Pre-Qualification Criteria for Technical Eligibility:**

- 8.1 The Applicant may be an individual, a firm, a joint venture, or a consortium. In case of a joint venture or a consortium, the applicant must submit a document signed by all the members of the participating organizations stating the name of the lead member. Copy of Firm Registration Certificate to be furnished.
- 8.2 The Lead member of the Individual firm should have registered with Council of Architecture.
- 8.3 The Applicant should have **at least 07 years' experience** till the last day of the month preceding the month in which tender is invited in the field of providing comprehensive architectural planning, design and preparation of detailed architectural drawings. The applicant firm should have in-house facilities or should have outside consultants for Engineering works i.e. design of Structural, MEP services like HVAC, lighting, sanitation, Landscaping and connected ancillary facility. Bio-data of the key personnel of the Consultancy Firm/Consortia especially Architects, Engineers and associated Firms involved in design and providing detailed architectural and engineering services are to be furnished.
- 8.4 Individual Firm or other constituent Firms of the Consortia will not be eligible to submit more than one application for empanelment by forming separate Consortia.
- 8.5 The Applicant preferably based in Hyderabad or having branch office in Hyderabad.
- 8.6 The Applicant should have satisfactorily planned, designed and completed a similar project/work as given below, during the last 7 years ending the last day of the month previous to the month in which the Tender is invited. "Similar project/work" means "Consultancy services provided on Design of Laboratory buildings /Academic Buildings/ Hostel and/or Guest House Buildings with connected ancillary facilities and MEP services including Work of preparation of Comprehensive Architectural drawings with detailed planning".
  - a. Atleast one project costing not less than ₹15 Crores  
or
  - b. Two projects, each costing not less than ₹9.5 crores  
or
  - c. Three projects, each costing not less than ₹7.5 crores

- 8.7 The applicant should have an average Annual Financial Turnover of ₹20 Lakhs (exclusively from design and consultancy services) during the last three consecutive financial years ending 31<sup>st</sup> March 2025.
- 8.8 The applicant/organization shall be ineligible to submit a proposal if it has been barred or blacklisted by any Central and/or State Government in India or by any organization funded by them.
- 8.9 Documentary proof of the projects completed has to be submitted which includes:
- i) A Certificate from the client for whom the work has been satisfactorily completed indicating brief details of the project, completion date of the project
  - ii) a copy of letter of award/ agreement indicating the scope of the project.

CDFD reserves the right to visit any or some of the works by the intended applicants to ascertain the type of work executed by them to ascertain the planning, competence, design capabilities of the Consultant, use of latest materials, cost effective measures and other parameters to empanel them.

The decision of short listing of the Consultant shall be taken by the CDFD and shall be final and binding on all concerned.

CDFD may disqualify the applications in the following reasons:

- a) Non-fulfilment of above qualifying conditions.
- b) Incomplete/part information/misinformation (without supporting proof, wherever applicable).
- c) Exerting external influence.
- d) Non submission of Memorandum of Understanding (MOU) signed by all members of the consortia.
- e) If application/tender is received after the due date.

## **9. Submission of Tender Document:**

The authorized signatory of the applicant shall sign each page of the Tender document. The Tender Document shall be declared non-responsive if the document submitted is conditional.

### **Technical Bid:**

The Technical Bid shall contain the following:

- Duly signed Technical Tender Document Comprising N.I.T, ITB, Letter of submitting the tender and Drawings.
- Tender Cost and EMD in the form of demand draft.
- Documentary evidence for Eligibility as per eligibility criteria.
- Other Information / documents as indicated in NIT.
- Any other information, tenderer may like to submit reflecting their credentials.

### **Financial Bid:**

The Financial Bid shall contain only the Financial bid form with filled in percentage rate. Tenderer shall quote rates both in figures and words. Except writing the percentage rate, the tenderer should not write any conditions or make any change, additions, alterations and any modification in the printed form of tender. Mentioning Financial proposal in other than Financial Bid form will make the application disqualify.

### **The tender has to be submitted in three cover system as follows:**

- a) First Sealed cover (Cover-A) shall contain the Tender cost & EMD, Technical Bid and super-scribed as “Technical Bid for Rendering Architectural and Engineering Consultancy Services for Establishment of National Skill Development Centre at CDFD, Hyderabad”.
- b) Second Sealed cover (Cover-B) shall contain the duly filled and signed Price Bid and super-scribed “Price Bid for Rendering Architectural and Engineering Consultancy Services for Establishment of National Skill Development Centre at CDFD, Hyderabad”.
- c) Third Sealed cover (Cover-C) shall contain both indicated at (a) and (b) above and duly super-scribed “Tender for Rendering Architectural and Engineering Consultancy Services for Establishment of National Skill Development Centre at CDFD, Hyderabad”. Sealed cover have to be addressed to The Director, CDFD, Inner Ring Road, Uppal, Hyderabad – 500 039.
- d) Sealed tenders are to be deposited before due date and time in the Box kept for the purpose in the Incharge-Civil Engineering Office, Inner Ring Road, Uppal, Hyderabad.

### **10. Time Schedule and Mile Stones:**

10.1 The total time period for completion of this project including Construction shall be 18-24 months from the date of appointment of Consultant.

Activities till Stage 2 – 02 Months from the date of Agreement

Activities from Stage 3 to till the completion of project – 20 Months from the date of Tender called for EPC Contractor.

However, the Consultant are required to follow the timelines given for each stage of work in the Terms of Payment.

10.2 Time is Essence of the Contract: Any time or period mentioned in any provision of this Agreement may be extended by mutual agreement between the Parties but as regards any time, date or period originally fixed or any time, date or period so extended as aforesaid time shall be of the essence of the Agreement.

**11. Indemnity:**

Consultant shall indemnify and hold harmless the Centre (CDFD) and their agents, representatives, partners, partnership in which CDFD is a partner, and employees, and such of them, against and from claims, demands, damages, costs and expenses (including, without limitation, actual attorney's fees, court and other proceeding costs and all other costs incurred to enforce the indemnity granted in the losses, liabilities, causes of action at law or in equity (including, without limitation, injury to or death or any person(s) and damage to or destruction to any property) threatened, brought or instituted, arising out of or in any way connected with the negligent acts or omissions of the Consultant, his employees, agents, representatives, or consultants in the performance of the Consultant obligations under this contract or arising out of or in any way connected with the breach by Consultant of any covenant contained in this contract, except to the extent attributable to the negligence of the Centre (CDFD) or their agents, representatives, partners, or employees. This clause will be applicable if the negligence is found by CDFD from the Consultant's side.

The Consultant shall also indemnify and hold CDFD harmless and their agents, representatives, partners, partnerships in which owner is a partner, and employees, and each of them, against and from claims arising from or at the instance of any members of the staff or workmen of the Consultant either under the Workmen's Compensation Act or any other provisions of law statutory or otherwise in light of the fact that the Consultants are independent contractors notwithstanding their obligations under this Agreement.

**12. Amendment:**

This document may be modified or amended only by another written Agreement executed by the Parties.

**13. Agreement:**

A Contract Agreement shall be drawn incorporating, inter alia, the terms of reference, Scope of works, obligations & responsibilities of the Architect, the owner and other terms & conditions, as applicable. Articles of Agreement format is given at Annexure I.

**14. Site Details:**

The location earmarked for the project is in the 16 Acre CDFD Laboratory campus, Inner Ring Road, Uppal, Hyderabad. The Existing Master Plan of the CDFD Laboratory campus with Proposed location for the project is enclosed in this document. The Approximate land area available for the Project i.e., Establishing National Skill Development Centre is 18,000 to 20,000 square feet.

## 15. Presentation:

The tenderers who meet the pre-qualification criteria are required to make a presentation to the Evaluation Committee on a date and time determined by CDFD, with at least five days' prior notice. The presentation shall cover the Design Intent of the project, brief overview of the bidder company's experience. The Evaluation will focus on the Design intent, Sustainability and Compliance Strategy, EPC Tendering methodology, the Bidder's Team composition and plan for overseeing the construction activity.

## 16. Tender Evaluation:

Selection of Consultant will be based on Quality and Cost Based Selection (QCBS). The Technical proposals will be allotted weightage of 70% while the Financial Proposals will be allotted weightage of 30%. Proposal with the lowest

cost may be given a financial score of 100 and other proposals given financial scores that are inversely proportional to their prices. The total score, both Technical and Financial, shall be obtained by weighing the Quality (Technical) and Cost (Financial) scores and adding them up. On the basis of the combined weighted score for Technical and Financial, the Consultant shall be ranked in terms of total score obtained. The proposal obtained the highest total combined score in evaluation of Quality and Cost will be ranked as L-1 followed by the proposals securing lesser marks as L-2, L-3, etc. The Proposal securing the highest combined marks and ranked L-1 will be awarded the Contract.

As the Time is essence of the contract, the ability and competence of the applicants to render required services within the specified time frame will be major factor while deciding the selection of the Consultants.

### Technical Bid Evaluation:

Technical Parameter	Maximum Marks
<b>Experience of the Individual/Firm/Company</b>	<b>15</b>
Upto 5 Years - 05 Marks	
More than 5 Years to 10 Years - 08 Marks	
More than 10 years to 15 Years - 10 Marks	
More than 15 Years - 15 Marks	
<b>Maximum Value of Completed Single Project of any civil Architecture / Engineering Consultancy</b>	<b>15</b>
Works handled: ₹ 7.5 Crores to 12.5 Crores - 05 Marks	
12.5 Crores to 15 Crores - 08 Marks	
15 Crores to 20 Crores - 10 Marks	
More than 20 Crores - 15 Marks	
<b>Company Strength – Personnel strength minimum combined strength of Architects &amp; Engineers</b>	<b>10</b>
05 to 08 Nos. - 05 Marks	
08 to 10 Nos. - 08 Marks	
More than 10 Nos. - 10 Marks	

Technical Parameter	Maximum Marks
<b>Having Local Office at Hyderabad</b> Registered Office - 15 Marks Branch Office - 10 Marks No Office - No Marks	<b>15</b>
<b>3 Years' experience in estimation and preparation of minimum of 2 Nos. Tender Document for composite similar nature and magnitude of work and preparing Agreement for Composite Civil works</b>	<b>10</b>
<b>Financial Strength – in terms of Turnover of Fees/received from Consultancy Services in any of the last 3 consecutive Financial years</b> ₹20.0 Lakhs to ₹ 30.0 Lakhs - 10 Marks ₹30.0 Lakhs to ₹ 40.0 Lakhs - 12 Marks ₹40.0 Lakhs and above - 15 Marks	<b>15</b>
<b>Presentation to the Committee on Design proposal</b> Design Approach - 05 Marks Sustainability and Compliance Strategy -NBC/GRIHA/Energy-water - 05 Marks EPC Tendering methodology & Risk Management - 05 Marks Team composition and Construction stage oversight plan - 05 Marks	<b>20</b>
<b>Total Technical Marks (T)</b>	<b>100</b>

### 17. Tender Evaluation System and Procedure:

The Consultant firm securing minimum 70 marks out of 100 marks as fixed for qualification in “Technical Evaluation” will be considered eligible. However, for the purpose of opening of financial bid there will be a short listing of qualifying firms to at least three or any number deemed suitable by the Institute’s authority.

The financial bids of the technically qualified bidders will be opened in a week time which will be intimated to all the qualified bidders. The first lowest (L1) will be assigned 100 marks, and the other bidders will be assigned marks on pro-rata / percentile basis.

$$\text{Financial Score (F)} = 100 \times \left( \frac{\text{Lowest Evaluated Price}}{\text{Evaluated Price}} \right)$$

Based on the combined Technical and Financial Scores (i.e., 70% of Technical Score and 30% of financial score) final selection will be made.

Combined Score (S) = 0.70 x Technical Score(T) + 0.30 x Financial Score(F). In case of Tie on S, the higher T shall prevail.

For example, five consultant firms A,B,C,D and E are technically qualified and out of 100 points of technical bid, they have obtained 70,75,80,85 and 90 marks respectively. Suppose, they have quoted their price bids 2%,2.25%,2.5%,2.75% and 3% respectively for their consultancy charges. Out of 100 points of price bid, marks of the consultants will be ascertained as under:

S.No	Name of the Consultants	Rate Quoted	Marks Obtained
1	A	2%	100 X 2/2 = 100.00
2	B	2.25%	100 X 2/2.25 = 88.89
3	C	2.5%	100 X 2/2.5 = 80.00
4	D	2.75%	100 X 2/2.75 = 72.73
5	E	3%	100 X 2/3 = 66.67

**Total Marks will be calculated as under:**

S.No	Name of the Consultants	Technical Marks (a)	Financial Marks (b)	Total Marks (a+b)
1	A	70.00x70% = 49.00	100.00 x 30% = 30.00	79.00
2	B	75.00 x 70% = 52.50	88.89 x 30% = 26.67	79.17
3	C	80.00 x 70% = 56.00	80.00 x 30% = 24.00	80.00
4	D	85.00 x 70% = 59.50	72.73 x 30% = 21.82	81.32
5	E	90.00 x 70% = 63.00	66.67 x 30% = 20.00	83.00

As per the above Table, Consultant E will get the assignment, being the highest scorer.

#### **18. Award of Contract:**

The firm which gets highest points (both technical and commercial bid put together) will be decided as the prospective bidder for further decision on awarding of contract. The Director, CDFD may reject any / all of the bids received without assigning any reasons whatsoever.

Validity period of Bid and of Agreement:

- 120 days will be the validity period of bid from day of opening of technical bid.
- 24 months shall be the validity period of Agreement from the date of concluding agreement.
- On award of the contract, Consultant will be expected to take up/commence the assignment within 15 days of time.

**19.** All works specification shall be planned confirming to CPWD specifications latest version and design parameters shall confirmed to NBC, IE wherever applicable.

#### **20. Earnest Money Deposit (EMD):**

20.1 The EMD mentioned against the above work shall be furnished in the form of Demand Draft in favour of "The Director, CDFD, Hyderabad" from any Nationalized Bank. The EMD of successful Tenderer shall be returned after receiving the Performance Guarantee and EMD of unsuccessful Tenderer shall be returned after evaluation of Tender.

20.2 Tenders received without EMD and Tender cost will not be considered.

20.3 The EMD amount will be forfeited if the successful tenderer fails to sign/execute the formal agreement within one week from the date of such intimation or fails to commence the work as per the work order.

**21. Liquidated Damages (LD) for delay in execution:** The Consultant shall pay as LD an amount of equivalent to 0.5% (Zero Point Five Percent) per week of the fee attributable to the delayed milestone, capped to a maximum 5% of the tendered value of work, as Liquidated damages to the CDFD.

**22. Performance Guarantee:** The successful tenderer has to submit performance guarantee for an amount of 5% of his / their tendered amount in the form of Bank Guarantee. The validity of Bank guarantee shall be for 30 months from the date of agreement. This performance guarantee will be returned to the consultant after satisfactory completion of the Defects Liability Period, providing the service has been carried out in accordance with agreement provision and the same is not forfeited for any reason.

**23.** Tenderers are advised to visit the site before quoting for better appreciation. For site visit appointment please contact Head-Administration, Inner Ring Road, Uppal, Hyderabad – 500039 @ [head-admin@cdfd.org.in](mailto:head-admin@cdfd.org.in).

**24. Pre-Bid Meeting:** All Tenderers/Consultants are advised to attend Pre-bid meeting on the date specified in the Notice Inviting Tender and get their queries, if any, clarified. Queries may also be submitted by email before the Pre-bid meeting. The minutes of the Pre-Bid meeting will be uploaded only in the CDFD website and shall form part of the Tender document.

**25. Settlement of Disputes:** If any dispute of any kind whatsoever arises between the parties in connection with or arising out of or relating to or under this Contract, the parties shall promptly and in good faith negotiate with a view to its amicable resolution and settlement. In the event no amicable resolution or settlement is reached within a period of 3 months from the date of which the above-mentioned dispute or difference arose, such dispute or difference shall be finally settled by arbitration. The arbitral tribunal shall consist of a sole arbitrator appointed by Director, CDFD upon receipt of request from either party. The seat of arbitration shall be Hyderabad and the arbitration shall be conducted in the English language. The Arbitration and Conciliation ACT 1996 and amendments thereon shall govern the arbitral proceedings.

**COVERING LETTER FOR BID SUBMISSION**

Date:

To  
The Director,  
CDFD, Inner Ring Road,  
Uppal, Hyderabad.

Sub: Appointment of Consultant for Rendering Architectural and Engineering consultancy services for Establishment of National Skill Development Centre at CDFD, Laboratory Campus, Uppal, Hyderabad.

Ref: Tender Notice No. CDFD/ENGG/CIVIL/25-26/36 dated 20-01-2026

Dear Sir,

I/We \_\_\_\_\_ Consultant / Consultancy Firm/ Organization herewith enclose Technical and Financial Bids of my / our firm as Architectural and Engineering Consultant for the Establishment of National Skill Development Centre at CDFD, Laboratory Campus, Uppal, Hyderabad.

I/We, the undersigned, declare that

- (a) have examined and have no reservations to the Tender Document including Corrigendum, if any.
- (b) offer to execute the work in conformity with the tender document and in accordance with the specifications and Price Bid.
- (c) our Bid shall be valid for from the date fixed for tender submission deadline, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.
- (d) If our bid is accepted, we commit to obtain a performance security for due performance of the contract.
- (e) understand that this bid together with your written acceptance thereof included in your notification of award/letter of intent, shall constitute a binding contract between us.
- (f) understand that you are not bound to accept the lowest evaluated bid or any other bid that you may receive.
- (g) understand that without attending Pre-bid meeting either in person or through online, we have no authority to raise any representations/grievances against the subject tender, after the Pre-bid meeting is convened.

Yours faithfully,

Signature  
Rubber Stamp  
Address with Contact No.

**PROFORMA FOR SUBMISSION OF PAST CONTRACTUAL PERFORMANCE**

This is to certify that I/We M/s..... Submitting this offer.

- a) Have not made any misleading or false representation in the forms statements and attachments in proof of the qualification requirements.
- b) Do not have records of poor performance such as abandoning the work not properly completing the contract inordinate delays in completion litigation history or financial failure etc.
- c) Business has never been banned with us by a Central / State Govt. Department / Public Sector Undertakings of Enterprises of Central / State Govt.
- d) Have submitted all the supporting documents and furnished the relevant details as per the prescribed format.

Consultant Signature

Name:

Date:

Rubber Stamp/Seal:

**Annexure – I**

**ARTICLES OF AGREEMENT**

Agreement No. \_\_\_\_\_

This agreement made on this \_\_\_\_\_ day of \_\_\_\_\_ Two Thousand Twenty \_\_\_\_\_ between Centre DNA Fingerprinting and Diagnostics(CDFD), Inner Ring Road, Uppal, Hyderabad – 500039 (hereinafter referred to as CDFD) which expression unless excluded by or repugnant to the context shall include their successors and assignees of the part and M/s. \_\_\_\_\_ having their Registered office at \_\_\_\_\_ (Hereinafter referred to as Consultant) which expression unless excluded by or repugnant to the context, shall include their successors and assignees of the other part.

WHEREAS the Employer desires to obtain certain services viz. “Rendering Architectural and Engineering Consultancy Services for Establishment of National Skill Development Centre at CDFD, Hyderabad” and has by Letter of Acceptance No. \_\_\_\_\_ dated \_\_\_\_\_ accepted the tender submitted by the Consultant for the Service at a total Contract Price of ₹ \_\_\_\_\_ (Rupees ..... only).

**NOW THIS AGREEMENT WITNESSTH AS FOLLOWS**

1. In this Agreement words and expressions shall have the same meaning as are respectively assigned to them in the Conditions of Contract hereinafter referred to.
2. The following documents in conjunction with addendum / corrigendum to Tender documents shall be deemed to form and be read and construed as part of this agreement viz.
  - 2.1 The Letter of Acceptance No. \_\_\_\_\_.
  - 2.2 Financial Bid
  - 2.3 Instructions to the Bidder (ITB) and Conditions of Contract
  - 2.4 Notice Inviting Tender
  - 2.5 Amendments to Tender Document
  - 2.6 Pre-Bid Meeting Minutes
  - 2.7 Scope of Work
  - 2.8 Professional Fees
  - 2.9 Time Schedule and Mile Stone

3. In consideration of the payment to be made by the Employer to the Consultant as hereinafter mentioned, the Consultant hereby covenants with the Employer to execute, complete, remedy defects therein and maintain the works in conformity in all respects with the provisions of the Contract.
4. The Employer hereby covenants to pay to the Consultant in consideration of the service rendered as per the scope of work, the contract price or such other sum as may become payable under the provisions of the contract at the time and in the manner prescribed in the contract.

IN WITNESS whereof the parties hereto have caused their respective common seals to be hereinto affixed (or have herewith set their respective hands and seals) the day and year first above written.

\_\_\_\_\_  
 In the capacity of M/s. \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

\_\_\_\_\_  
 representing CDFD  
 In the capacity of \_\_\_\_\_  
 \_\_\_\_\_

(The Consultant)  
 In the presence of  
 Witness (Signature, Name  
 & Designation)  
 1.  
  
 2.

(The Employer)  
 In the presence of  
 Witness (Signature, Name &  
 Designation)  
 1.  
  
 2.

## Annexure-II

### PROFORMA FOR PERFORMANCE BANK GUARANTEE

To

The Director,  
CDFD, Hyderabad.

Whereas the Centre for DNA Fingerprinting and Diagnostics (hereinafter called "CDFD" which expression shall include its successors and assigns) having awarded a work order/contract / supply order No..... Dated .....(hereinafter called the contract) to M/s. .... (Hereinafter called the consultant) at a total price of Rs. .... subject to the terms and conditions contained in the contract.

WHEREAS, the terms and conditions of the contract require the contractor to furnish a bank guarantee for Rs. .... (Rupees.....) being .....% of the total value of the contract for proper execution and due fulfillment of the terms and conditions contained in the contract.

We, the Bank, (hereinafter called the "Bank") do hereby unconditionally and irrevocably undertake to pay to CDFD immediately on demand in writing and without protest/or demur all moneys payable by the Consultant to CDFD in connection with the execution/supply of and performance of the works/equipment, inclusive of any loss, damages, charges, expenses and costs caused to or suffered by or which would be caused to or suffered by CDFD by reason of any breach by the Consultant of any of the terms and conditions contained in the contract as specified in the notice of demand made by CDFD to the bank. Any such demand made by CDFD on the bank shall be conclusive evidence of the amount due and payable by the bank under this guarantee. However, the Bank's liability under this guarantee shall be limited to Rs. .... in the aggregate and the bank hereby agrees to the following terms and conditions:-

(i) This guarantee shall be a continuing guarantee and irrevocable for all claims of CDFD as specified above and shall be valid during the period specified for the performance of the contract including the period of maintenance/warranty i.e. up to.....

(ii) We, the said bank further agree with CDFD that CDFD shall have the fullest liberty without our consent and without affecting in any manner our obligations and liabilities hereunder to vary any of the terms and conditions of the said contract or to extend time for performance of contract by the Consultant from time to time or to postpone for any time or from time to time any of the powers exercisable by CDFD against the Consultant under the contract and forbear or enforce any of the terms and conditions relating to the said contract and we shall not be relieved from our liability by reason of any such variations or extension being granted to the Consultant or for any forbearance, act or omission on the part of CDFD or any indulgence by CDFD to the Consultant or by any such matter or thing whatsoever, which under the law relating to the sureties would, but for this provision, have effect of so relieving us.

(iii) This guarantee/undertaking shall be in addition to any other guarantee or security whatsoever CDFD may now or at any time have in relation to the performance of the works/equipment and the company shall have full re-course to or enforce this security in performance to any other security or guarantee which the CDFD may have or obtained and there shall be no forbearance on the part of the company in enforcing or requiring enforcement of any other security which shall have the effect of releasing the Bank from its full liability. It shall not be necessary for CDFD to proceed against the said Consultant before proceeding against the Bank.

(iv) This guarantee/ undertaking shall not be determined or affected by the liquidation or winding up, dissolution or change of constitution or insolvency of the Consultant, but shall in all respects and for all purposes be binding and operative until payment of all moneys payable to CDFD in terms thereof are paid by the Bank.

(v) The Bank hereby waives all rights at any time inconsistent with the terms of this Guarantee and the obligations of the bank in terms hereof, shall not be otherwise effected or suspended by reasons of any dispute or disputes having been raised by the Consultant (whether or not pending before any Arbitrator, Tribunal or Court) or any denial of liability by the Consultant stopping or preventing or purporting to stop or prevent any payment by the Bank to CDFD in terms hereof.

We, the said Bank, lastly undertake not to revoke this guarantee during its currency except with the previous consent of CDFD in writing. Unless a claim is made in writing within three months from the date of expiry of this guarantee i.e. .... (three months after the date of expiry) we shall be relieved from all liabilities under this guarantee thereafter.

Signed this ..... day of ..... at.....

For and on behalf of Bank

WITNESS.

1. \_\_\_\_\_

2. \_\_\_\_\_

### **Annexure-III**

**Information to be furnished by the applicants:**

S.No	Particulars	Details
1	Name and registered office address, e-mail ID and contact details of the firm	
2	Whether individual or partnership firm with full details of other partners / associates including their name, professional qualification, work experience etc.	Attach separate sheet (Statement-I)
3	Name, qualification and experience of technical experts and other personnel employed in the firm	Details to be furnished in the prescribed proforma (Statement-II)
4	Whether registered as a member of Indian Council of Architecture	
5	Details of experience as practicing architects/consultants	
6	Important projects executed during last 5 years by the firm together with completed cost of individual project. The self-attested copies of workorders / completion certificate from clients to be submitted.	Details to be furnished in the prescribed proforma (Statement-III)
7	Important projects on which firm is engaged at present and their cost estimates, stage of work viz., Planning, Constructions are to be indicated. The self-attested copies of work orders from clients to be submitted.	Details to be furnished in the prescribed proforma (Statement-IV)
8	Furnish Details of Associates with expert agency, if any, where the in-house expertise is not available	
9	Turnover of the firm during the last three consecutive financial years	2022-23: 2023-24: 2024-25:
10	List of Registration/Empanelment details with Government organizations	
11	Hyderabad Local Office address	
	Telephone Nos. & Contact details of Key persons	

(To be submitted in Tenderer Letter head)

**Statement-I**

List of Partners/Associates of the firm, qualification, experience

S.No	Name	Qualification	Consultancy Experience in years	Works / Projects handled	Name of organization in which employed	Special Experience	Remarks, if any

**Statement-II**

List of Technical Experts and other personnel, technical qualification, experience

S.No	Name	Qualification	Consultancy Experience in years	Works / Projects handled	Name of organization in which employed	Special Experience	Remarks, if any

**Statement-III**

List of important completed projects executed by the applicant firm during last Seven years till the last date of the last month preceding the month of NIT

S.No	Name of Project and location, contact details	Nature of work	Name of the employer with full details, email ID and contact details	Project Estimated Cost	Project Completed Cost	Any other relevant information	Remarks, if any

**Statement-IV**

List of Important ongoing projects of the applicant firm

S.No	Name of Project and location, contact details	Nature of work	Name of the employer with full details, email ID and contact details	Project Estimated Cost	Project commencement date	Expected Date of completion	Remarks, if any

**Annexure-IV**

**Check List**

<b>S.No</b>	<b>Particulars</b>	<b>Enclosed Yes / No</b>	<b>Enclosure No(s).</b>
1	Covering Letter for Bid Submission		
2	CDFD Tender Document duly signed and stamped		
3	Earnest Money Deposit		
4	Copy of Firm Registration Certificate		
5	Copies of Documents showing Partnership details		
6	Copy of certificate of Member of Indian Architecture Council		
7	Experience Certificates copy		
8	Documents showing Chartered Accountant certified Annual Financial Turnover		
9	Certificate of Past Contractual Performance		
10	MOU copies with expert Agencies		
11	List of Partners/Associates of the firm, qualification, experience (Statement-I)		
12	List of Technical Experts and other personnel, technical qualification, experience (Statement-II)		
13	List of important completed projects executed (Statement-III)		
14	List of Ongoing projects (Statement-IV)		
15	Financial Bid		

## **FINANCIAL BID**

(To be submitted with Financial Bid Cover-B)

I/We have understood the pre-qualification criteria, scope of the services to be offered, the Terms and Conditions for appointment to be rendered by Consultant, specified by the Centre for DNA Fingerprinting and Diagnostics (CDFD), Hyderabad and we will abide by the same in case our Proposal is accepted.

I/We understood that the consultant shall be paid only the amount adjusted as per the terms of payment as mentioned above. The percentage rate quoted by us shall be final and remain fixed till completion of the work. Any description / elaboration of item of work not included in the scope of work or in describing the BOQ item shall not be a ground for any extra payment.

I/We understood that the percentage rate quoted are inclusive of all taxes except GST as such noting extra shall be payable. I/We understood that Necessary Income tax shall be deducted as per rules in force.

Accordingly, I/We now quote a total professional fee at

<b>S.No</b>	<b>Description</b>	<b>To be quoted in percentage (in figures)</b>	<b>To be quoted in percentage (in words)</b>
1	Rendering Architectural and Engineering Consultancy services for Establishment of National Skill Development Centre at CDFD, Hyderabad.	.....%	
	Goods and Services Tax (GST)	.....%	

Signature of the Consultant  
or Authorized person  
(with Full Name)

Rubber Stamp / Seal