



रीजनल इंस्टिट्यूट ऑफ पैरामेडिकल एंड नर्सिंग साइंसेज
REGIONAL INSTITUTE OF PARAMEDICAL AND NURSING SCIENCES

(स्वायत्त संस्थान, अधीनस्थ स्वास्थ्य एवं परिवार कल्याण मंत्रालय, भारत सरकार)
(An autonomous Institute under Ministry of Health & Family Welfare, Govt. of India)

RIPANS

ISO:9001:2015 CERTIFIED
website: www.ripans.ac.in

जेमाबोक, आइजोल, मिज़ौरम - 796017
Zemabawk, Aizawl, Mizoram - 796017

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TECHNICAL SECTION
PROCUREMENT OF SERVICES (Consulting Services)
RIPANS OF (2023-2024)

RIPANS: TECH:FMT:06:V00

Dated: Aizawl, the 10th August 2023.

रिपंस, आइजोल के निदेशक ने नीचे उल्लिखित कार्य के लिए आइटम/प्रतिशत दर पर सीलबंद उद्धरण आमंत्रित किए हैं:

The Director, RIPANS, Aizawl invites sealed quotation on Interior Designing works and rate for the following:

Sl. No	Consulting Services and location	Interest date for the invitation of RFP document	Receipt of RFP last date
1.	Remodelling of the Director's Office Chamber and Personal branch at RIPANS, Aizawl	11.08.2023	21.08.2023
2.	Remodelling of Conference Hall at RIPANS.		
3.	Remodelling of the Director's quarter at RIPANS		

परामर्श सेवाओं के लिए आवश्यक दस्तावेज और अन्य विवरण संस्थान की वेबसाइट से www.ripans.ac.in 30.05.2023 से डाउनलोड किए जा सकते हैं। इच्छुक आवेदन पत्र 02.06.2023 को दोपहर 1:00 बजे तक प्राप्त किए जा सकते हैं।

Interested firm/agencies required documents and other details can be downloaded from the Institute website www.ripans.ac.in from dt.11.08.2023. Interested application letters can be received to the undersigned upto dt.21.08.2023 at 1:00PM

(डॉ. संजय डी. सावंत/ Dr. Sanjay D. Sawant)

निर्देशक/Director

रीजनल इंस्टिट्यूट ऑफ पैरामेडिकल/Regional Institute of Paramedical
& नर्सिंग साइंसेज/Nursing Sciences
आइजोल : मिज़ौरम/Aizawl:Mizoram

Request for Proposal (RFP)
for
Interior Designing Consultancy for Remodelling at
RIPANS, Aizawl



Regional Institute of Paramedical and Nursing Sciences
An Autonomous Institute under
Ministry of Health & Family Welfare, Govt. of India
Aizawl, Mizoram

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1. GENERAL RULES AND GUIDELINES:

The Director, Regional Institute of Paramedical Nursing Sciences (RIPANS), Aizawl, Mizoram invites request proposals for the “Interior Designing Consultancy for :-

- a) Remodelling of the Director’s Office Chamber and Personal Branch at RIPANS, Aizawl.
- b) Remodelling of Conference Hall at RIPANS, Aizawl.
- c) Remodelling of the Director’s quarter at RIPANS, Aizawl.

From the registered Interior Designing Firm in accordance with the terms & conditions laid down by RIPANS.

2. OBJECTIVE AND NATURE OF THE SELECTION

- i. The objective of the Selection is to obtain most acceptable interior design proposal for the proposed work based on highest composite score (Technical & Financial) and enter into agreement with the selected firm for interior designing consultancy for the subject work.
- ii. This Selection will be in accordance with the guidelines mentioned herein.
- iii. Firms/Agencies participating in the competition must familiarize themselves with the site conditions mentioned in this document.
- iv. The Institute will not be responsible for non-receipt/late receipt of any communication sent by the participants due to postal delay/lost in transit.
- v. Queries, if any, about this RFP must be submitted via e-mail to admin@ripans.ac.in within the specified timeline only.

vi. TARGET SCHEDULE OF EVENTS

Intimation date for the invitation of RFP document	11.08 2023
RFP queries response date	11.08.2023
Receipt of RFP last date	21.08.2023
Date of Evaluation by RIPANS	22.08.2023

- vii. Interested firms/agencies may submit their response to
The Director,
RIPANS,
Zemabawk, Aizawl, Mizoram-796 017

viii. The Concept Design, Technical and Financial proposals for the work shall be placed in two separate envelopes, and clearly marked (1) Concept Design/Technical Proposal and (2) Financial Proposal respectively. The envelopes shall thereafter be placed in one sealed envelope clearly marked as:-

- “RFP for Interior Designing Consultancy for Renovation of Director’s Office Chamber and Personal Branch at RIPANS, Aizawl”
- “RFP for Renovation of Conference Hall at RIPANS, Aizawl”.
- “RFP for Renovation of the Director’s quarter at RIPANS, Aizawl”.

With the name of the firms/agencies and contact details written thereof.

3. SCOPE OF WORK: The scope of work consists of:-

- a) To provide comprehensive interior design, drawings and detailed specifications.
- b) To give functional drawings of interior spaces in 2D and 3D Design drawings.
- c) To offer practical space.
- d) To ensure adequate air circulation, natural light entry, and door entrance.
- e) To provide great lighting creating depth and height, cosy spots, and drawing attention to the most impressive areas. So as to balance the light and shade and bring new energy to an interior.
- f) To conduct consultation and supervision work regularly so as to follow the design made from commencement to completion of the works.
- g) Details of room carpet area:-
 - Director’s chamber and Personal Branch at RIPANS, Aizawl @706.075sqft
 - Renovation of Conference Hall at RIPANS, Aizawl @1028.588sqft
 - Renovation of the Director’s quarter at RIPANS, Aizawl @2113.81sqft.

4. ELIGIBILITY AND SELECTION CRITERIA:

- i. The firms/agencies are required to provide the concept design for the proposed renovation at the specified location.
- ii. The firms are free to explore various systems suited to the brief design.
- iii. The Concept Design proposal should demonstrate that the proposer has developed an understanding of the institute’s requirements. The applicant shall submit an A4 Design proposal including the entire contents of the technical proposal for selection evaluation. The Concept Design proposal should be submitted in Envelope-I which should include the following:

- iv. Signed copy of RFP document and corrigendum/addendum, replies of Pre-bid queries, if any (Each page signed & stamped) by the firm as proof of acceptance of all terms and conditions of the selection process.
- v. A brief introduction about the firm, registration number and address of office in Aizawl.
- vi. Approach to design including drawings, sketches, diagrams and any other information that can concisely and yet comprehensively explain the applicant's concept psychology and design approach.
- vii. Experience details and work done.
- viii. The Concept Design Proposal shall be evaluated by the competent authority and the Financial proposal of only those technically qualified applicants shall be opened.
- ix. The firm/agencies should have GST registration. Copy to be furnished along with tender documents.

5. ACCEPTANCE OF THE CONCEPT DESIGN:

The Concept Design as submitted by the successful applicant may not be deemed to be the final acceptable design proposal. The selected firm has to meet and discuss with the institute's authority and provide comprehensive services as per the scope of work after duly understanding the requirements of the Institute.

6. AWARD OF CONTRACT:

- i. The selection as mentioned above, does not, in any way, automatically confer any right, whatsoever, on any applicant for an award of work.
- ii. The selected firm, even though selected based on evaluation of his concept design shall be contractually obliged to modify or redesign if found necessary by the Institute.
- iii. The Institute will inform selected firm through a "Work Order"
- iv. The selected firm shall thereafter sign the contract agreement within 7 days of the issue of work order.
- v. The selected firm consultant will have to deposit an amount equal to 5% of the offered and accepted value of the contract as a Performance Guarantee and deposit to the bank account mentioned below:

Name of Account holder	: DIRECTOR RIPANS EARNEST MONEY
Account No	: 59130100002360
Name of Bank	: Bank of Baroda
Branch	: RIPANS
IFSC Code	: BARB0RIPANS (fifth character is zero)
- vi. The amount kept under the performance guarantee shall not bear interest and the same shall be returned to the consultant after satisfactory completion of the contract.
- vii. The Institute reserves the right to reject all the proposals without assigning any reasons thereof.

7. GENERAL CONDITIONS:

- i. Each proposal whether layouts or services system or policy or any other, must be duly supported by clearly referenced data presented in a logical and quantifiable format.
- ii. All proposals must be based on clearly referenced global best -practices and technologies and must respect clearly identified and listed local constraints, resources and skills.
- iii. The Institute reserves the right to seek more details regarding the proof of qualifications, experience and capabilities of the key personnel.
- iv. The institute reserves the right to issue corrigenda and addenda to this RFP document which shall be binding on all applicants.
- v. The institute reserves the right to amend, alter, modify, add and/or delete in part or full any requirements or terms and conditions contained in the RFP document at any other time during the selection process, which shall be binding on all applicants.
- vi. All dates, place and time are subject to change and the latest information and clarifications, if any, shall be communicated to the applicants over email.
- vii. The documents, and other information provided by RIPANS or submitted by the applicants to RIPANS shall remain or become the property of the Institute.
- viii. No explanation and/or justification in any aspect relating to the selection process shall be given, and the decision of the institute shall be final and binding on all without any right to appeal.
- ix. The institute reserves the right to debar the applicant/terminate the agreement with the final applicant selected for award of work, at any period of time, should any of the document/certificates as submitted be found to be fabricated or false, or a material misrepresentation is made or discovered, or the applicant does not provide the requisite information as required by the institute within the stipulated period.
- x. All provisions in this document are supplementary and complementary to each other and are not to be read in isolation.

(डॉ. संजय दि सावंत / Dr. Sanjay D. Sawant)

निदेशक/Director

रीजनल इंस्टिट्यूट ऑफ पैरामेडिकल/ Regional Institute of Paramedical

& नर्सिंग साइंसेज/ Nursing Sciences

आइजोल : मिजौरम/Aizawl:Mizoram

REGIONAL INSTITUTE OF PARAMEDICAL & NURSING SCIENCES (RIPANS)

Offer letter No. _____

Part-A (Annexure-I)
TECHNICAL BID

Interior Designing Consultancy for Remodelling

- 1. The Director's chamber & Personal branch at RIPANS**
- 2. Conference Hall at RIPANS**
- 3. The Director's quarter at RIPANS**

for
Regional Institute of Paramedical & Nursing Sciences
(RIPANS)

NAME OF THE FIRM/AGENCIES

1. TECHNICAL PROPOSAL PREPARATION:

Consultant is expected to examine all terms and instructions included in the documents furnished with an offer.

2. TECHNICAL PROPOSAL SHOULD PROVIDE THE FOLLOWING INFORMATION, BUT NOT LIMITED TO,

- a. Any comments or suggestions on the scope of work & services, documents and details made available with this offer, as well as on the facilities to be provided by RIPANS.
- b. Confirmation/Submission on salient technical conditions mentioned in the offer document.
- c. Quality assurance system/programme proposed to be employed in Interior design, inspection & management activities.
- d. The Technical proposal shall not include any financial information.

REGIONAL INSTITUTE OF PARAMEDICAL & NURSING SCIENCES (RIPANS)

Offer letter No. _____

Part-B (Annexure-II)
FINANCIAL BID

Interior Designing Consultancy for Remodelling

- 1. The Director's chamber & Personal branch at RIPANS**
- 2. Conference Hall at RIPANS**
- 3. The Director's quarter at RIPANS**

for
Regional Institute of Paramedical & Nursing Sciences
(RIPANS)

NAME OF THE FIRM/AGENCIES

1. FINANCIAL PROPOSAL

The Financial proposal should be submitted on the consultant's letter head and should be complete, unconditional & free from any computational errors.

In preparing the Financial Proposal, Consultant is expected to take into account, besides technical requirements, commercial conditions specified in the offer document.

2. FINANCIAL BIDDING FORMAT

SI No.	Particular	Current carpet area in Sqft	Quoted rate in Sqft	Quoted amount in Rs.
1.	Remodelling of the Director's Office Chamber and Personal Branch at RIPANS, Aizawl.	706.075		
2.	Remodelling of Conference Hall at RIPANS, Aizawl.	1028.588		
3.	Remodelling of the Director's quarter at RIPANS, Aizawl	2113.81		
		Total		

Seal & Signature of firm / agencies

