



SNDT WOMEN'S UNIVERSITY
1, Nathibai Thackersey Road, Churchgate, MUMBAI 400 020

Estate Dept./2018-19/ (Not. 3)/125

September 5, 2018

SUB: Quotation of consultation for appointing License Electrical consultant to get electrical connection to JDBIMS building, Pune Campus.

Madam/Sir,

Jankidevi Bajaj Institute of Management of Studies of Building and Research is newly constructed G + 1 building with modern amenities at Pune Campus. The electricity supplied by the State Electricity Board is not sufficient to fulfill requirement of whole campus and this building as well. Also considering the future expansion of the campus it is necessary to obtain additional supply for the whole campus. So license electrical consultant is required who will:

- a. Analyze electrical supply of campus and JDBIMS building.
- b. Submit the study report to the University and recommend the electrical work need to undertaken.
- c. As per suggestion and requirement of MSEB Norms guide the University for the proposed supply to the campus and JDBIMS building.
- d. Details Scope of work is attached in **Annexure "A"**

Scope of work and payment detail are attached an **Annexure "A"**.

I. Scope of work:

The designer is required to provide services in respect of the following:

1. Taking instruction from client to prepare approximate estimates of cost on basic or area basis.
2. Site Evaluation and assessment.
3. Modifying conceptual design includes required changes and prepare preliminary drawings and designs for the client's approval.
4. Consultant is responsible to obtain necessary permissions from Government and local agencies.
5. Selection of materials, equipment and other electrical related elements.
6. Integration of all Engineering services.
7. Preparation of tender document.
8. Periodic inspection and evaluation of works at site.



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9. Preparation of required copies of tender document including drawings, specification bill of quantities or other particulars necessary for the proper execution of work.
10. Visiting the site of work and providing periodic supervision as and when necessary to clarify any decision or interpretation of the drawing and specifications that may be necessary and attend conferences and meetings as and when required to ensure that the project proceeds generally in accordance with conditions of contract.
11. Prepare record drawings of "Completed Work" and hand over to the owner for record after completion of the work.

Annexure 'A'

It is agreed that following will be the services rendered by the Electrical consultant and following will be the payments made by the Owner in the following mode, terms, references and conditions

The total fees to be paid by Owner, to M/S. _____

Schedule of Architectural Services and fees:

Stage 1: Preparation of preliminary architectural Drawings & Estimate	-	20% of total fees less received
Stage 2: Preparation of drawings for obtaining Approval from local Authority	-	35% of total fees less received
Stage 3: Preparing drawing for tender purpose for Appointment of contractor	-	50% of total fees less received
Stage 4: Preparation of working drawings	-	60% of total fees less received
Stage 5: During Execution stage, with progress at 70%	-	75% of total fees less received
Stage 6: During execution stage with progress at 80%	-	90% of total fees less received
Stage 7: On issuing completion Certificate	-	100% of total fees less received

Quote the rate as prescribe format as given in Annexure "B "

Last date of quotation submission: On or before 28th September 2018 upto 17.00 hrs.



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Annexure B

To,
The Registrar
SNDT Women's University,
Churchgate, Mumbai

SUB: Quotation for Electrical consultant to get electrical connection to JDBIMS building, Pune Campus.

Respected Madam/Sir

With reference to your notification no Estate Dept./2018-19/122 (Not-03) dated September 05, 2018 we would like to quote our best rate as below:

Sr. No.	Description	Percentage of total work cost
1	Electrical consultant to get electrical connection to JDBIMS building, Pune Campus	

All the terms and conditions given in notifications are studied thoroughly and accepted fully. Also attached detail profile of company with GST No., Pan No., Last five years audited financial balance sheet and last three years list of work completed successfully.

Thanking You,

Yours Faithfully,

Name of Company

Signature Of the Proprietor

Date:

(Offer should filled on their letter head)