



NOTICE INVITING OFFERS

Date: 28.11.2025

Ref. No.: RO/JAUN/PE/25-26/ 117

INVITATION OF OFFERS FOR ARCHITECTURAL / CONSULTANCY SERVICES

(For Furnishing, AC and Electrical Works at Rampur Baijapur Branch)

Uttar Pradesh Gramin Bank, Regional Office Jaunpur, invites sealed offers in single stage, two envelope system (Technical Bid and Financial Bid) from Bank's approved/empanelled Architects/Consultants for providing Architectural and Consultancy Services for the proposed Furnishing, AC and Electrical Works at Rampur Baijapur Branch, with an estimated project cost of approximately Rs 8.00 lakh.

1. Scope of Work

The selected Architect/Consultant shall provide services related to:

Preparation of layout plan, working drawings, and interior design.

Electrical layout planning, BOQ preparation, and supervision of work.

Preparation of estimates, tender documents, and technical scrutiny of contractor's bills.

Periodic site visits and overall coordination till successful completion of work.

2. Eligibility.

The applicant must be on the Bank's approved/empanelled list of Architects/Consultants.

Should have experience in handling similar furnishing/electrical projects for banking offices.

3. Submission Procedure.

The offers are to be submitted in two separate sealed envelopes as under:

Envelope 1 – Technical Bid

Shall contain:

Duly signed and accepted copy of this Notice Inviting Offers.

Duly signed copy of the Draft Agreement (attached) indicating acceptance of terms and conditions. Firm's profile, registration details (PAN, GST, etc.), experience details, and contact information.

No mention of fees or rates in this envelope.

Envelope 2 – Financial Bid

Shall contain:

Professional fee quoted as a percentage (%) of the estimated/actual cost (whichever is less) plus applicable GST, in the prescribed format attached.

Both envelopes must be sealed, superscribed appropriately, and placed in a third sealed cover superscribed as:

"Offer for Appointment of Architect/Consultant – Rampur Baijapur Branch"

4. Submission Details

Sealed offers must be submitted to:

The Regional Manager

Uttar Pradesh Gramin Bank, Regional Office, Jaunpur

Pawan Plaza, Civil Line, Jaunpur-222002

Last Date & Time for Submission: 08.12.2025 at 03:00 PM

Date & Time of Opening (Technical Bids): 08.12.2025 at 03:30 PM

Offers received after the due date will not be accepted.



उत्तर प्रदेश ग्रामीण बैंक

UTTAR PRADESH GRAMIN BANK

(सरकार के स्वा मत्वाधीन अनुसूचित बैंक)
(Scheduled Bank Owned by Government)

5. Evaluation Process

The Technical Bids will be opened first by the Tender Committee in the presence of available bidders. Only technically qualified bidders' Financial Bids will be opened subsequently.

The Architect/Consultant quoting the lowest professional fee (L1) shall be recommended for appointment, subject to approval of the competent authority.

6. Terms & Conditions

Minimum three valid offers are required for evaluation.

The Bank reserves the right to accept or reject any or all offers without assigning any reason.

The selected Architect/Consultant shall sign an Agreement with the Bank immediately after appointment, as per the tender terms.

The fee shall be payable on the actual project cost or estimated cost, whichever is less, plus applicable GST.

7. Contact for Clarifications

For any clarification, please contact:

Uttar Pradesh Gramin Bank

Premises & Equipment Department, Regional Office, Jaunpur.

Phone: 9453146864 / 8981715460

Email: PE.ROJAUN@barodauprrb.co.in


Regional Manager

Uttar Pradesh Gramin Bank

Regional Office, Jaunpur



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TECHNICAL BID FORMAT

(Envelope -1)

UTTAR PRADESH GRAMIN BANK

Regional Office: Jaunpur

Technical Bid for Appointment of Architect / Consultant

(for Furnishing, AC & Electrical Works at Rampur Baijapur Branch)

1. Basic Information

Sl. No.	Particulars	Details to be filled by Applicant
1.	Name of the Firm / Architect / Consultant	
2.	Registered Address	
3.	Year of Establishment	
4.	Contact Person's Name & Designation	
5.	Mobile No.-	
6.	Email ID	
7.	PAN No. (attach copy)-	
8.	GST Registration No. (attach copy)	
9.	Constitution of Firm (Proprietorship/Partnership/Company)-	
10.	Empanelment Reference No. with Baroda UP Bank	
11.	Years of Experience in Interior/Furnishing/Electrical Works for Banks	
12.	Details of similar projects handled in last 3 years (attach separate sheet if required)-	

2. Documents to be Enclosed.

Please tick (✓) if attached:

1. Copy of this NIO and Draft Agreement duly signed and accepted
2. Copy of PAN, GST, and firm registration certificate
3. Copy of Uttar Pradesh Gramin Bank Empanelment Letter
4. List of similar works executed with project cost & Bank details
5. Organization structure, team details, and key personnel profile
6. Any other relevant document



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Declaration

I/We hereby declare that:

The information furnished above is true and correct to the best of my/our knowledge.

I/We have read and understood the Notice Inviting Offers and Draft Agreement, and accept all terms and conditions therein.

No financial information or fee quotation is enclosed in this envelope.

I/We understand that any misrepresentation or false information may result in disqualification.

Date:

Place:

Signature:

Name of Authorized Signatory:

Designation:

Seal of Firm:



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FINANCIAL BID FORMAT

(Envelope -2)

UTTAR PRADESH GRAMIN BANK Regional Office: Jaunpur
Technical Bid for Appointment of Architect / Consultant
(for Furnishing, AC & Electrical Works at Rampur Baijapur Branch)

Name of Work: Furnishing & Electrical Works at Rampur Baijapur Branch

Estimated Cost: Rs 8.00 lakh (approx.)

Name of Architect/Consultant:

Empanelment Ref. No.:

1. Quotation of Professional Fees

Particular	Quoted Fees (%)	Remarks
Professional Fee (as % of actual/estimated cost, whichever is less) applicable	----- %	(+ GST)

Declaration

I/We hereby declare that:

I/We have read and understood all the terms and conditions mentioned in the Notice Inviting Offers (NIO) and agree to abide by the same.

The quoted rate is inclusive of all charges, except GST which will be paid extra as applicable.

The fee quoted shall remain firm and binding during the validity period and till completion of the project.

No conditional offer or deviation has been made.

Date:

Place:

Signature:

Name of Authorized Signatory:

Designation:

Seal of Firm: