



उत्तर प्रदेश ग्रामीण बैंक

UTTAR PRADESH GRAMIN BANK

सरकार के स्वामित्वाधीन अनुसूचित बैंक
(Scheduled Bank Owned by Government)

NOTICE INVITING TENDERS

Ref : ROSAH/2025-26/P&E/Tender/2

Date : 06.12.2025

Invitation of Offers to appoint Architectural/Consultancy firm for furnishing and Electrical work at Regional Office, Shahjahanpur.

Uttar Pradesh Gramin Bank, Regional Office Shahjahanpur invites Sealed tenders from experienced and qualified Architects/ Architectural Firms for providing comprehensive Architectural, Interior Design, and Furnishing Consultancy Services for the furnishing and Electrical work at Regional Office Shahjahanpur, with an estimated project cost of approximately Rs. 25 Lakh.

ELIGIBILITY CRITERIA

- Architect must be registered with Council of Architecture (COA)
- Minimum 5 years professional experience
- At least 3 similar projects completed for Banks/PSUs/Govt Offices.
- Experience of one project costing above ₹20 lakh.

SCOPE OF WORK

- Concept design, space planning, and layout drawings
- Detailed working drawings (furnishing & Electrical work)
- Material specifications and BOQ preparation.
- 3D views for final approval
- Assist bank in contractor selection/tendering.
- Supervision visits once a week during execution.
- Certification of contractor bills.
- Final inspection and completion certificate

SUBMISSION PROCEDURE

The Bid is to be submitted in two separate sealed envelops as under:

Envelop 1: Technical Bid

It contains :

- Duly signed and accepted copy of this Notice inviting Tender.
- Duly signed copy of the Draft Agreement (attached) indicating Firm's profile, registration details (PAN, GST, etc.), experience details, and contact information and acceptance of terms and conditions.
- COA Registration Certificate
- Experience certificates and work orders
- Firm Registration Details
- List of similar completed works



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Envelop 2 : Financial Bid

It contains :

- 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: "Tender for Appointment of Architect/Consultant – Regional Office Shahjahanpur"

SUBMISSION DETAILS

Sealed offers must be submitted at regional office, Uttar Pradesh Gramin Bank, Badu Zai II, near Town Hall, Shahjahanpur.

Last Date & Time for Submission: 16.12.2025 at 03:00 PM.

Date & Time of Opening: 16.12.2025 at 03:30 PM.

Offers received after the due date will not be accepted.

PAYMENT TERMS

Payment will be done after completion of work and submission of completion certificate.

TERMS & CONDITIONS

- The offer shall remain valid for 180 days.
- Bank reserves right to reject any bid without assigning reason.
- Architect must visit the site immediately after receiving the work order and submit the proposed layout/map within 1 week.
- Architect must ensure strict quality control and specifications compliance.
- In case of non-performance, Bank may terminate the contract.

ARBITRATION

Any dispute arising will be referred to arbitration as per the provisions of the Arbitration and Conciliation Act, 1996. Jurisdiction: Shahjahanpur.

CONTACT DETAILS

For any clarification, please contact:

Premises & Equipment Department, Regional Office, Shahjahanpur.

Phone: 8299839405 Email: PE.ROSHAH@barodauprrb.co.in


Regional Manager
Region: Shahjahanpur



TECHNICAL BID FORMAT

(Envelope -2)

To,
Regional Manager
Uttar Pradesh Gramin Bank
Regional Office: Shahjahanpur

Basic Information

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. Years of Experience in Interior/Furnishing/Electrical Works for Banks-
11. Details of similar projects handled in last 3 years (attach separate sheet if required) -

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. ny other relevant document

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.

Signature:

Name of Authorized Signatory:

Designation:

Seal of Firm:

Date:



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FINANCIAL BID FORMAT

(Envelope -2)

To,
Regional Manager
Uttar Pradesh Gramin Bank
Regional Office: Shahjahanpur

Name of Work: Furnishing & Electrical Works at REGIONAL Office, Shahjahanpur

Estimated Cost: Rs 25.00 lakh (approx.)

Name of Architect/Consultant:

Quotation of Professional Fees

Particular	Quoted Fees(%)	Remarks

*Professional Fee (as % of actual/estimated cost, whichever is less) applicable

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: