



UNION TERRITORY OF JAMMU & KASHMIR
OFFICE THE EXECUTIVE ENGINEER PWD (R&B) DIVISION R.S.PURA
 e-mail : xenpwdrspura@gmail.com

SHORT NOTICE INVITING TENDER
Short e-NIT No DRSP/76 of 2026-27 Dated 01-09-2026

For and on behalf of Lt. Governor of Union Territory of J&K, invite tenders by e-tendering mode from approved and eligible Architectural Consultants, registered with Indian council of Architects / Government of J&K Union Territory for the following works:-

S. No	Name of Work	Advertised Cost (in Lacs)	Estimated Cost of the project (in Lacs)	Cost of document (in Rs)	Earnest Money (in Rs)	Time of Completion	Time and date of opening of tender	Class of Contractor
1	2	3	4	5	6	7	8	9
1	Consultancy service for Improvement and Up-gradation of Govt. Girls High School Salehar including submission of detailed architectural /structural drawings with elevations and sectional details, detailed estimate / BOQ for all components of work, vetting of all detailed drawings / designs from DIQC/IIT/NIT and site visits during execution of work	4.41	280.76	600	2% of the Advertised Cost	30 days	(1300 Hrs) on or after 16-09-2026	approved and eligible Architectural Consultants, registered with Indian council of Architects

Position of AAA :- Accorded by the Directorate of School Education, Jammu, J&K vide Order No: 281-DSEJ of 2026 dated: 07/08/2026.

1	Date of Issue of Tender Notice	01-09-2026
2	Period of downloading of bidding documents	From 01-09-2026 to 15-09-2026
3	Date, Time and place of pre-bid meeting	07-09-2026 at 1300 Hrs. in the Office of Executive Engineer PWD (R&B) Division R.S. Pura
4	Bid submission Start Date	01-09-2026
5	Bid Submission End Date	15-09-2026 upto 1600 Hrs
6	Date & time of opening of Technical Bids (Online)	16-09-2026 on or after 1300 Hrs in the Office of Executive Engineer PWD (R&B) Division R.S. Pura. In case mentioned bid opening date happens to be a holiday then Bid shall be opened at the same time on the next working day.
7	Date & time of opening of Financial Bids (Online)	To be notified after technical bid evaluation is completed

Note:-The Bidders, are advised to read all conditions laid down in the e-NIT carefully before uploading of soft copy

1. The date and time of opening of Bids shall be notified on Web Site www.jktenders.gov.in and conveyed to the bidders automatically through an e-mail message on their e-mail address. The bids of Responsive bidders shall be opened online on same Web Site in the Office of Executive Engineer PWD (R&B) Division R.S.Pura, Jammu (tender receiving authority).
2. The bids for the work shall remain valid for a period of 120 days from the date of opening of bids.
3. Instructions to bidders regarding e-tendering process.
 - 3.1. Bidders are advised to download bid submission manual from the "Downloads" option as well as from "Bidders Manual Kit" on website www.jktenders.gov.info acquaint bid submission process.
 - 3.2. To participate in bidding process, bidders have to get 'Digital Signature Certificate (DSC)' as per Information & Technology Act-2000. Bidders can get digital certificate from any approved Vendor.
 - 3.3. The bidders have to submit their bids online in electronic format with digital Signature. No bid will be accepted in physical form.
 - 3.4. Bids will be opened online as per time schedule mentioned in e-NIT.
 - 3.5. Bidders must ensure to upload scanned copies of all the necessary documents Mentioned in the e-NIT and SBD with the technical bids online.
 - 3.6. The bidder should have local office setup in Jammu.
 - 3.7. **Time schedule:** The work, as per "Scope of work" should be completed in 10 days
4. Bids must be accompanied with cost of Tender document in shape of **Treasury Receipt/e-challan in favour of Executive Engineer PWD(R&B) Division R S Pura through Treasury, indicating Treasury Voucher No. & date, e-NIT No. and Date and name of work duly crediting to 0059 (Revenue) and Earnest money/Bid security in shape of CDR/FDR/BG pledged to Office of Executive Engineer PWD (R&B) Division R.S. Pura.** The CDR/FDR/BG shall be valid for 45 Days beyond the bid validity period. The original instruments in respect of cost of documents, EMD and relevant documents of L1 be submitted to the **Office of Executive Engineer PWD (R&B) Division R.S. Pura** at the time of allotment.
5. The date of Treasury Challan, Earnest Money/Bid Security must be between the date of start of bid and Bid Submission End Date. However, if the tender for the same work has been re-invited after 1st or More calls, the bidders who have already bid for that work can re-use the same Treasury Challan/Earnest Money/Bid Security in the successive calls for the said work provided there should not be any overwriting or forging on the previously uploaded documents.
6. **Qualification of the Bidder**
In order to qualify, all bidders shall upload the copies of documents as defined below:-
 - (i) **Scanned copy of Earnest money/Bid security in shape of CDR/FDR/BG pledged to Office of Executive Engineer PWD (R&B) Division R.S. Pura. The CDR/FDR/BG shall be valid for 45 Days beyond the bid validity period and CDR/FDR/BG (The date of Treasury Challan, Earnest Money/Bid Security must be between the date of start of bid and Bid Submission End Date).**
 - (ii) **Scanned copy of Tender cost (Treasury Challan/Receipt mentioned the name of the work for which tender fee was deposited).**

- (iii) Scanned copy of certificate of Registration with Indian council of Architects along with latest renewal.
- (iv) Photocopy of GSTIN Registration/on and latest clearance certificate FORM GST-3B i.e. latest clearance certificate FORM GST-3B of the preceding Month/quarter to the issued of NIT i.e. if the bidder have opted for QRMP scheme under GST then GSTR-3B for quarter **April - June 2026** is to be uploaded and if the bidder have not opted for QRMP scheme under GST, then GSTR-3B for the month of **July 2026** is to be uploaded.
- (v) Scanned copy of PAN Card.
- (vi) The bidder shall have to upload scanned copy of document, indicating their proper and complete office address (at Jammu) for correspondence, contact No. (Mobile No.), e-mail ID and Saving Bank Account No. (J&K Bank) positively.
- (vii) Correctness of Information on the notarized affidavit, which must be notarized between the period of downloading of bidding document as per the format mentioned in the Annexure-"A".
- (viii) The bidder should have experience of minimum 10 years as architectural consultant.
- (ix) The bidder shall have an average financial turnover of not less than Rs 10 Lakhs during the last three (03) financial years duly certified by Chartered Accountant.
- (x) In case of Proprietary firm, The proprietor should be a registered architect with council of architects. In case of partnership firm, all the partners should be registered as architects with council of architects.
- (xi) The bidder shall have to upload scanned copy of Income Tax Return (ITR) for the preceding three financial years.

If, during the execution of the work, any discrepancy or variation is found between the BOQ and the approved drawings/plan and the work is not completed due to erroneous estimates submitted by the consultant, the onus shall be on consultant and no payment shall be made thereafter to him including forfeiture of his security deposits/performance security and also debarring him for participation in the future works of this division.

The bidder must have a functional office at Jammu

- 7. **The L-1 Bidder shall have to deposit e-stamp paper of Rs. 100/- along with Agreement Form alongwith other relevant documents before issuance of allotment.**

8. **Performance Security :**

- 8.1. Within **7 (Seven)** days after the date of receipt of the Letter of Acceptance, the successful bidder/contractor shall deliver to the Employer/concerned authority, a Performance Security in any of the required forms for an amount equivalent to **3%** of value of contract as per **Circular of Worthy Financial Commissioner Finance Department Civil Secretariat Jammu vide No. FD-Codes/233/2021-02-27 dated 10-02-2022 and Worthy Chief Engineer PW (R&B) Department Jammu's No. CEJ/DB/27779-83 dated 15-02-2022.**
- 8.2. If the Performance Security is provided by the successful bidder in the form of a bank guarantee, it shall be issued by either (a) at the Bidder's option, by a Nationalized /

- Scheduled Indian Bank or (b) by a foreign bank located in India and acceptable to the Employer.
- 8.3. Failure of the successful bidder to comply with the requirements of Sub-Clause 8.1 of e-NIT shall constitute sufficient grounds for forfeiting of earnest money of bidder/debarring him from participating in future tendering with this Division.

9 The successful bidder L1 shall have to deposit an additional performance security in the shape of CDR/FDR/BG before award of contract in case the bid of the successful bidder is found to be unbalanced as per Circular of Worthy Principal Secretary to Government, Finance Department Civil Secretariat Jammu vide No. FD- Codes/441/2021-02-158 dated 08-08-2025 and Worthy Chief Engineer PW(R&B) Department Jammu's No. CEJ/Tech/Z-JMU/6645-65 dated 11-08-2025 and endorsed by Superintending Engineer PWD(R&B) Circle South, Jammu's No: SESJ/ Adm/2888-96 Dt: 13/08/2025.

9.1 Where the bid price is below 10% but not below 20% of the project cost put to bid, the additional performance guarantee/security percentage shall be Incremented by 0.1% for every percentage of bid price below 10% of the project cost put to bid starting at 11% with the additional bid performance guarantee being 0.1% and this additional performance guarantee percentage shall be applied on the bid price.

9.2 Where the bid price is 20% or more below of the project cost put to bid, the additional performance guarantee percentage shall be Incremented by 0.2% for every percentage of bid price below 20% of the project cost put to bid in addition to 1% of the bid price and this additional performance guarantee percentage shall be applied on the bid price.

9.3 The additional performance guarantee percentage shall be rounded off to the next lower percentage based on whether the decimal point of the percentage of bid price is below 0.5% or next higher percentage based on whether the decimal point of the percentage of bid price is 0.5% or more.

The additional performance security shall be treated as part of the performance security.

10 Scan all the documents on 100 DPI with black and white option.

11 The department will not be responsible for delay in online submission due to any reasons.

12 Bidders are advised not to make any change in BOQ (Bill of Quantities) contents. In no case they should attempt to create similar BOQ manually.

13. Indian Rupees and the rates quoted shall be deemed to include **price escalation and all taxes upto** completion of the work, unless otherwise specified. Deduction on account of taxes shall be made from the bills of the Consultant on gross amount of the bill as per the rates prevailing at the time of recovery.

14. Bidders are advised to use "My Documents" area in their user on Jammu & Kashmir e-Tendering portal (<http://jktenders.gov.in>) to store their following documents which are used in all Tenders and attach these certificates as Non Statutory documents while submitting their bids).

15. Instructions to Bidder (ITB)-TECHNICAL BID QUALIFICATION

a. All bidders shall upload the following documents with their bids:-

- i. **Copies of original documents defining constitution /legal status, place of registration**

and principal place of Business.

ii. Registration with Indian council of Architects alongwith latest Renewal.

iii. Scanned copy of GST registration Certificate with return clearance certificate (FormGST-3B)for latest renewal

iv. Scanned copy of Pan card.& Cancelled Cheque leaf.

v. Bids must be accompanied with cost of Tender document in shape of e-challan through Treasury indicating Treasury Voucher No. & date, e-NIT No. and name of work duly crediting to 0059 (Revenue) favoring Office of Executive Engineer PWD (R&B) Division R.S. Pura and upload the same i.e treasury challan/receipt, Earnest money/Bid security in shape of CDR/FDR/BG pledged to Office of Executive Engineer PWD (R&B) Division R.S. Pura. The CDR/FDR/BG shall be valid for 45 Days beyond the bid validity period and CDR/FDR/BG (The date of Treasury Challan, Earnest Money/Bid Security must be between the date of start of bid and Bid Submission End Date). The original instruments in respect of cost of documents, EMD and relevant documents of L1 be submitted to the Office of Executive Engineer PWD (R&B) Division R.S. Pura at the time of allotment.

16. Note-

- a. The failure of the uploading of anyone of the above documents by the bidder will lead to the disqualification of the bidder.
- b. The bidder at his own responsibility and risk should visit and examine the site of work and its surroundings before submission of bid.
- c. All documents relating to the bid shall be in the English Language.
- d. Bidder must ensure to upload scanned copies of all necessary documents including tender documents fee in terms of soft copies with technical bid . No. documents (s) which has / have not been uploaded shall be entertained in the form of hard copy. However, in case of any clarification the bidders shall have to produce original documents in support of soft copies if need arises.

17. General Conditions of Contract:-

- a. The date of start of the work shall be reckoned within one week from the date of issuance of LOI/Contract allotment as the case may be.
- b. Penalty for delay incompletion:-Incase of delay incompletion of work beyond stipulated period of completion, penalty upto maximum of 10% of the contract shall be imposed.
- c. Time extension:-Suitable time extension shall be granted in case of increase in scope of work and in the event of delay beyond control of Consultant to be determined by the department.
- d. Advance Payments:-No mobilization advance/equipment advance shall be paid unless or otherwise specified in the SBD.
- e. Secured Advance:-No secured advance is admissible unless or otherwise specified.
- f. Retention Money:-Normal deposit@10% shall be deducted from each running bill which shall be released after virtual completion of work in all respects.
- g. Amendment of bidding document:- Before the deadline for submission of bids the

employer may modify the bidding documents by issuing Addenda.

- h. The tender receiving authority reserves the right to accept or reject any tender or all tenders without assigning any reason thereof.
- i. The Bidders are advised to read all conditions laid down in the Guidelines issued by the Govt. from time to time before uploading of softcopy.
- j. For any dispute between the contractor and the department, the **Chief Engineer PW (R&B) Department Jammu** shall act as an arbitrator, whose decision shall be final and binding upon both the parties, provision of J&K Arbitration Act. With latest amendments shall be applicable.
- k. The Architect / bidder shall visit the site before bidding.
- l. No extra payment shall be made for the successful Architect / bidder on any account beyond the bid value .
- m. **Laws Governing the Contract:-** The contract shall be governed by Laws of the land.

18. Court's Jurisdiction:- Incase of any disputes/differences between Consultant and Department the jurisdiction shall be J&K State.

19. VALIDITY OF CONTRACT:-

The contract is valid for a period of **03 Month from the date of allotment.**

20. Extension of Time(EOT):-

1. *The work is to be completed within the time limit specified in the NIT and the time of completion will also increase / decrease in proportion with additional / deleted quantum of work depending upon the actual quantum of work.*
2. *Request for extension of time shall be made by the Consultant in writing not later than fifteen days of happening of the event causing delay. The Consultant shall also indicate in such request the period for which extension is desired.*
3. *On Consultant's representation based on the grounds as detailed above the time for completion of the work may be tended by period considered reasonable by the Department.*
4. *Extension of time shall be also admissible in the event of temporary suspension of work.*
5. *The tender/bids **liable to rejection** if it does not fulfill the requirements as laid down in NIT.*

6. Termination:- The employer may terminate the contract, if the Consultant causes a fundamental breach of the contract.

Fundamental Contract of Breach:-

1. If the consultant fails to complete the assigned job as per contract allotment within the stipulated time period
2. If the consultant fails to adhere to the instructions of Engineer-in-charge regarding the designs/designs of the project work.
3. If the consultant fails to visit the site of work as and when required by the Engineer-in-charge.
4. If, during the execution of the work, any discrepancy or variation is found between the BOQ and the approved drawings/plan and the work is not completed due to erroneous estimates submitted by the consultant,
5. Pursuant to the process of termination of defaulted contract, the employer reserves the right to invite fresh tender for the balance work at the risk and cost of defaulting contractor.
6. If in case consultant failed to start /complete the work, within the stipulated time period, his Performance Security shall be forfeited after termination of the contract. Besides, defaulting consultant shall be debarred from taking works in R&B Department at least for one year.

21. Special Terms and Conditions:-

- 1/- The detailed agreement shall be signed between the Executive Engineer PWD (R&B) Division R.S.Pura Jammu and the Service Provider mentioning the scope of the work within 07 days of the receipt of allotment.
- 2/- The Rate shall be quoted in terms of **percentage** .
- 3/- **The Architect (Consultant) shall have to provide 05 Nos. (Five) sets of Vetted Drawings/Designs of all components.**
- 5/- The Architect (Consultant) shall have to render his service for site inspection as & when required by the Engineer in-charge.

22. All other terms & conditions shall be same as per the SBD/Contract Agreement.

23. **SCOPE OF WORK**

The Architectural/ structural Consultants shall be required to provide services in respect of the following fields:

- a. Taking clients instructions and preparation of Architectural and structural Drawings
- b. Preparation of site plan/ Contour map/ master plan.
- c. Site evaluation, analysis and impact of existing and /or proposed development on its immediate environs.
- d. Soil Investigation.
- e. Structural design along with Design Calculations.
- f. Electrical, electronic, communication system and design.
- g. Plumbing, mechanical etc.
- h. Preparation of concept plan and preparation of tender documents on BOQ basis along with preparation of required detailed estimates.
- i. Site visits as and when required by executing department during execution of work.

24. ***SCHEDULE OF SERVICES:***

The Firms/Consultant shall after taking instructions from the client render the following services:-
 As certain and examine site constraints & potential and prepare drawings for client's approval.
 Prepare report on site evaluation and analysis and impact of existing and I or proposed development on its immediate environments. Prepare detailed drawings as per conceptual drawings already approved by the concerned department and ensure compliance with codes, standards and legislations as applicable and assist the client in obtaining the statutory approvals thereof if required.

25. ***FEES FOR THE WORK.***

Fees payable for the assigned works shall be for the complete job to the satisfaction of the Engineer-in-charge/ Department.

26. **FEESTRUCTUREFOR THE WORK.(MODEOFFPAYMENT).**

Stage1	Conducting Geo-technical investigations including sub soil exploration, preparation of Contour plans	2% of the total payable fee.
Stage2	Preparation of detailed architectural/structural drawings	10% of the total fee payable less already paid at stage-1
Stage3	Submission of Vetted architectural/structural designs/drawings from the competent authority DIQC/IIT/NIT and also detailed designs/drawings of all components i.e. electrical/ mechanical etc. along with detailed estimates and BOQ	50% of the total fee payable less already paid at stage-2
Stage4	On completion of structural work of Ground floor	60% of the total fee payable less already paid at stage-3
Stage-5	On completion of structural work of First floor	70% of the total fee payable less already paid at stage-4
Stage-6	On completion of civil works	80% of the total fee payable less already paid at stage-5
Stage-7	On completion of Electrical works / mechanical works	90% of the total fee payable less already paid at stage-6
Stage-8	On handover of the completed project to the Project authority and submission of as buildup drawings in 5 sets in hard and soft copy	100% of the total fee payable less already paid at stage-7

The pro-rata payment of any stage shall be considered, if required.

The Firm/Consultant shall be required to visit site as & when required, however nothing extra shall be paid for site visits

27. **Qualification for the bidder:-**

S.No.	Qualification
1	The bidder should have experience of minimum 10 years as architectural consultant
2	The bidder shall have to upload scanned copy of Income Tax Return (ITR) for the preceding three financial years.
3	The bidder shall have an average financial turnover of not less than Rs 10 Lakhs during the last three (03) financial years duly certified by Chartered Accountant
4	In case of Proprietary firm, The proprietor should be a registered architect with council of architects. In case of partnership firm, all the partners should be registered as architects with council of architects
5	The Bidder must have successfully provided Consultancy for similar nature of building works. In support of same, the bidder shall have to upload completion certificate duly authenticated by the concerned authority not below the rank of Executive Engineer or Equivalent rank in Centre Govt./State/UT Govt./Public Sector Undertakings. At least one completed Project/ work of value 80 % of the estimated project cost. Or Two completed Projects/works each of value 50 % of the estimated project cost. Or Three completed Projects/works each of value 40 % of the estimated project cost

28. The earnest money shall be forfeited:-

- a) If, Any bidder/tenderer withdraws his bid/ tender during the period of bid validity or makes any modifications in the terms and conditions of the bid.**
- b) Failure of successful bidder to furnish the required performance security within the specified limit.**

Note:- (i) The consultant shall be required to visit site as & when required, however nothing extra shall be paid for site visits.
(ii) The contract is valid for the complete project and can be further extended as per requirement of work.

No :-

Dated :-

*Executive Engineer
PWD (R&B) Division
R.S. Pura*

Copy to the :-

- | | |
|--------|---|
| 01/ | Principal Secretary to Govt. PW (R&B) Deptt. Civil Secretariat Jammu/Srinagar for favour of information. |
| 02/ | Chief Engineer PW (R&B) Department Jammu for favour of information. |
| 03/ | District Development Commissioner Jammu for favour of information. |
| 04/ | Superintending Engineer PWD (R&B) Circle South for favour of information. |
| 05/ | Joint Director Information Department Jammu for publication of tender notice in two leading daily newspapers. |
| 06-08/ | Asstt. Executive Engineer PWD (R&B) Sub Division R.S.Pura/Bishnah for information. |
| 09-12/ | Technical Officer to Executive Engineer/Head Assistant/Head Draftsman/Notice Board Divisional Office for information. |

Annexure-A

Affidavit on correctness of Information furnished with the Bid. (Which must have been notarized between the period of downloading of bidding document)

e-NIT No:

Name of work ;

- 1/ I/We, the undersigned, do hereby certify that all the statements made in the required attachments are true and correct.
- 2/ The undersigned also hereby certifies that neither our firm M/s_____ have abandoned any work on National Highways in India /any other work of state Government or central Govt. nor any contract awarded to us for such works have been rescinded, during last five years prior to the date of this bid.
- 3/ That my/our firm has not been black listed or debarred in any state or central Govt. Department Neither my/our firm has any history of litigations.
- 4/ In case the contract for the work is awarded in my/our favour I/we shall invest a minimum cash up to 25% of value of the contract during the implementation of work.
- 5/ In compliance with "Principal Secretary to Government Finance Department Civil Secretariat Jammu/Srinagar's Circular No. 01 (Adm) FD of 2025 dated 08-07-2025 and Director Finance PW (R&B) Department Civil Secretariat J&K Jammu/Srinagar's letter No. ACCT/68/2025-05 dated 23-07-2025, further endorsed by the Chief Engineer PW (R&B) Department Zone Jammu's No CEJ/Acctts/1380-1401 dated 30-07-2025 "Every participating supplier/contractor to mandatorily disclose the bank account number which is linked with the GSTIN at the time of bid submission. No payments shall be released by the Government Department/Agency to any other bank account except the one linked with the GST registered number of the successful bidder", I/We authorize the department to seek references from our bankers
Name of bank _____ Branch _____ Account No. _____
and further undertakes that this account no. is linked with my GSTIN _____
- 6/ The undersigned hereby authorize (s) and request (s) any bank, person, firm or Corporation to furnish pertinent information deemed necessary and requested by the Department to verify this statement or regarding my (our) competence and general reputation.
- 7/ The undersigned understand and agrees that further qualifying information may be requested, and agrees to furnish any such information at the request of the Department/Project implementing agency.
- 8/ The undersigned is submitting the bid after conducting site visit assessing site condition as per NIT, the leads & carriages, the weather condition & by accepting all the condition of tender documents

I/We solemnly affirm that the information given in the bid is correct to the best of my knowledge and belief and nothing of any sort has been concealed.

Note : Affidavit to be notarized.

(Signed by an Authorized Officer of the Firm)

Title of Officer

Signature Not Verified

Digitally signed by JAGMOHAN
Date: 2026.09.01 14:46:30 IST
Location: Jammu and Kashmir-JK

Name of Firm