



# REQUEST FOR PROPOSAL

Expression of Interest (EOI) and Request for Proposal (RFP) for Designing and Execution of Interior Works for Offices and other Utility Spaces at LEVELS 1, 2, 4 & 5 of the Technopark@iitk Phase I building at IIT Kanpur Campus in EPC Mode.

**Technopark@iitk**  
Section 8 not-for-profit Company



4 September 2024  
Technopark@iitk, IIT Kanpur Campus

**IIT Kanpur Research and Technology Park Foundation**

**Notice Inviting Request for Proposal**

**Date: 4 September 2024**

The Chief Operating Officer, on behalf of the Board of Directors, IIT Kanpur Research and Technology Park Foundation (Technopark@iitk) invites proposals from the eligible and experienced contractors for the below mentioned work.

S. No.	Name of Work	Tender Fees (Rs) (Non- Refundable)	Earnest Money Deposit (Rs)	Estimated Cost of Work (Rs)
1.	Request for Proposal for <b>“Execution of Interior Works for Offices and other Utility Spaces at Levels 1, 2, 4 &amp; 5 of the Technopark @iitk Phase I Building at IIT Kanpur Campus in EPC Mode”.</b>	1000.00 + 18% GST	2,50,000.00	2,50,00,000.00 (Inclusive GST)

1. The Bidders are requested to submit the ‘Tender Fees’ in the office of the “Technopark@iitk, Opposite NCC, IIT Kanpur” in the form of a Demand Draft (DD)/ Bankers Cheque in favour of “IIT Kanpur Research and Technology Park Foundation” payable at Kanpur.
2. The Bidders are requested to submit the ‘Earnest Money’ in the form of FDR in the name of “IIT Kanpur Research and Technology Park Foundation” of any recognised bank.
3. The last date for submission of proposal as explained in the RFP document is **17<sup>th</sup> September 2024** in the office of “Chief Operating Officer, Room No. TP-106, First Floor, Technopark@iitk, Opposite NCC, IIT Kanpur Campus” up to 5:00 PM.
4. The receipt of tender fees and EMD should be submitted in the separate envelope along with the submission of RFP.

Chief Operating Officer  
Technopark@iitk  
Opposite NCC  
IIT Kanpur  
Telephone: 8009210904  
email: coo@technoparkiitk.com

## REQUEST FOR PROPOSAL (RFP)

### IMPORTANT INFORMATION:

**Single Point of Contact (SPOC)** for this solicitation:

Ms. Reema Mittal, COO, Technopark@iitk

Email: [coo@technoparkiitk.com](mailto:coo@technoparkiitk.com)

Mobile: +91-8009210904.

Any queries related to the RFP must be submitted via e-mail or in writing to the COO, Technopark@iitk by 08.09.2022. No additional project questions will be addressed after this date. A response addendum listing all questions received and their responses will be shared by 10.09.2024 to the agencies. The Proposal must be submitted to the SPOC by 5.00 PM on 16.09.2024 along with a digital copy.

### TARGET SCHEDULE OF EVENTS

<b>Issue of RFP document</b>	04.09.2024
<b>Deadline for receipt of questions</b>	07.09.2024
<b>Pre-Bid meeting and Site Visit</b>	09.09.2024
<b>RFP Questions responses</b>	10.09.2024
<b>Receipt of RFP Proposals</b>	17.09.2024 up to 5.00 PM
<b>Technical Presentation by qualified bidders</b>	On 20.09.2024, Time shall be informed Venue: Conference Room, First Floor, Technopark@iitk, Opposite NCC, IIT Kanpur.
<b>Intended date for Award of work</b>	30.09.2024 (Tentative)

# REQUEST FOR PROPOSAL (RFP)

## 1. BACKGROUND

IIT Kanpur Research and Technology Park Foundation (brand name, Technopark@iitk) is a not-for-profit Section 8 company registered under the Companies Act 2013. The company has been operating since March 2019 under the aegis of IIT Kanpur. With the primary vision of accelerating and deepening the industry-academia collaborations to strengthen the R&D ecosystem in the country, Technopark@iitk invites industry across domains to co-locate their R&D offices within its premises and work closely with the IITK research community.

Many companies have already started customizing and designing their licensed spaces within Technopark@iitk Phase I building as per their requirements. Since Technopark@iitk is the emerging face of Industry-IITK R&D collaborations and will be a hub for industry, it plans to design its interiors and common utility areas spread across four floors.

## 2. SCOPE OF WORK

The bidder shall be responsible for planning, designing, and executing the Interior Works for Offices and other Utility Spaces for Technopark@iitk at Levels 1, 2, 4 & 5 of the Technopark@iitk Phase I Building at IIT Kanpur Campus in EPC Mode. The proposals are invited only for the hatched spaces of enclosed plan of Levels 1, 2, 4 & 5 of the building.

The scope of work shall thus include:

1. Determining client needs and establishing functional and aesthetic goals.
2. Preparing inventory of existing furnishings and other items to be reused.
3. Space plans with all interior designs for the designated spaces of Technopark@iitk at Levels One, Two, Four and Five (1, 2, 4, 5) of the Technopark@iitk Phase I Building. This will include material, finish and furnishings analysis, recommendations, and specifications.
4. Suppling installation and commissioning of all the interior works (wall panelling, wallpaper work, film on the glass wall, if any, curtains, etc.) as per the approved planning and designing by the authorised representative of Technopark@iitk on the various cement plastered/ glass walls of the floors/windows.
5. The sizes of the spaces are fixed cannot be changed. The bidders should make efforts to utilize the existing material.
6. Specialised flooring (other than vitrified/granite) in the suggested areas as per the approved designs.
7. Planning/ designing/ suppling and installation for workstations, office furniture and other utilities spaces, as per the approved designs, brands, and specifications.
8. Planning and designing for the electrical works required for offices, workstations, and other utilities.
9. The modifications in the electrical wiring, fixtures, switch boards within the space from the distribution box. If the electrical load is proposed to be increased, the electrical cable/ wiring is to be in the scope of bidder.

## REQUEST FOR PROPOSAL (RFP)

10. Suppling, installation, testing and commissioning with all accessories and requirement of integration with the existing system of the building for access control for all the offices and working areas as per the requirement of the company.
11. Suppling, installation, testing and commissioning with all accessories and requirement of integration with the existing system of the building for surveillance cameras (i.e., CCTV) at strategic locations.
12. Planning, designing, suppling, installation, testing and commissioning for entire internet work for all offices and workspaces including WIFI arrangements.
13. Any changes in fire sprinklers, smoke detectors will be in the scope of bidder.
14. Any changes proposed in air-conditioning ducts, grills, diffuser etc shall be in the scope of bidder.
15. The designing and execution of partitions if any shall be in the scope of work including modifications in partitions.
16. Sound and acoustic design in specific areas like Conference room, Meeting rooms, Training rooms and Auditorium.
17. Coordinate fine art and decorative accessories, graphic design and signages.

### **3. PROJECT TIMELINES**

The time-period of contract for planning, designing, and execution shall be One hundred and twenty days (120) from the date of issue of the 'Letter of Intent'. The work shall be carried out in two phases starting with the most critically required common spaces to other remaining spaces spread across Levels 1, 2, 4 & 5. This proposal is invited only for the hatched spaces of enclosed plan of the building.

### **4. ELIGIBILITY CRITERIA**

1. The Bidder may be a consulting firm, involved in rendering architectural, engineering, and interior design services with a minimum of ten (10) years of experience preceding the date of the submission of the EOI offer.
2. The Bidder should have successfully completed architectural, engineering, and interior designing work of minimum one of contract value Rs 1 Cr or above; or two works of Rs 0.90 Cr each; or three works of Rs 0.75 Cr during the last three financial years.
3. The Bidder must have executed at least one work in an academic institution/govt./PSU organization.
4. The Bidder's average financial turnover for the last 3 financial years should be a minimum of Rs 3 Cr.
5. The Bidder should have a team of experts and supporting professionals including the Architects, Electrical Contractors, Contractors for LV works like CCTVs etc., with minimum 5 years of work experience.

## REQUEST FOR PROPOSAL (RFP)

6. The Bidders must have at least one functional office in India in operations for the preceding at least five (5) years from the date of the submission of the EOI offer.
7. The Bidders should not be under liquidation, court receivership or similar proceedings. The bidder is ineligible to submit a proposal, if it or any of its constituents has been barred or blacklisted by any Central and/or State Government / autonomous institutions / university / public sector organization in India.
8. The Bidder should have, during the preceding five years from the date of the submission of the EOI offer, neither failed to perform on any agreement, nor been expelled from any project or agreement nor have any agreement terminated for breach by the Bidder.

### 5. GENERAL SERVICES

1. All the reports, drawings, 3D visual renderings, presentations, and other documents to be submitted in fulfilment of the scope of services shall be in 1 set each of printed copies and soft copies in the formats and scales as required for the fulfilments of the scope.
2. The Bidder shall be responsible for rechecking all the architectural and MEP services plans and reports provided by the company to ensure that the ground conditions match with the plans and reports.
3. The Bidder shall get the approval of samples of all the materials before procurement and execution from the company's authorized representative.
4. The lead bidder shall maintain organizational/governance structure, between the various agencies to the satisfaction of the company, to ensure effective completion of the work within the scope of services of various agencies.
5. The Bidder shall be required to participate in all meetings as and when sought by the company. The status/designation/qualifications of the representative(s) who will be allowed to deal/interact with the company and/or its representatives shall be a matter of discretion of the company; and the decision of the company in this regard shall be final and binding on the contractor.

### 6. SCHEDULE FOR SUBMITTING PROPOSALS

1. The Bidders shall submit their respective Technical and Financial Proposals in the form and manner as specified in the RFP, along with the Cover Letter (**Annexure A**). The Technical and Financial proposals shall be placed in two separate sealed envelopes, and clearly marked 'Technical Proposal' and 'Financial Proposal', respectively. These two envelopes shall thereafter be placed in one sealed envelope clearly marked as "**Expression of Interest (EOI) and Request for Proposal (RFP) for Designing and Execution of Interior Works for Offices and other Utility Spaces at Levels 1,2,4,5 of Technopark@iitk Phase I Building**" with the name of the Bidder and the contact details written thereon.
2. The duly completed proposals with all relevant documents must be submitted by 17<sup>th</sup> September 2024 on or before 5:00PM at the following address (registered/speed post):

## REQUEST FOR PROPOSAL (RFP)

Chief Operating Officer  
Room TP-106, First Floor  
Technopark@iitk  
Opposite NCC  
Indian Institute of Technology Kanpur  
GT Road, Kalyanpur, Kanpur-208016  
Uttar Pradesh, India  
Tel. 8009210904

3. Technopark@iitk takes no responsibility for delay, loss, or non-receipt of the proposals sent by post/courier. Technopark@iitk takes no responsibility for any expense incurred by the Bidder in connection with the preparation and submission of the EOI to the company.
4. Incorrect, incomplete, inadequate information may lead to rejection of the application.
5. The Bidders shall submit self-attested copies of certificates, work orders, appointment letters, agreements, references, etc. as proof of eligibility.
6. Technopark@iitk reserves the right to reject any application without disclosing the reasons.
7. Technopark@iitk will not provide any explanation to the Bidders related to the selection process. The decision of the company in this respect shall be final and binding on all bidders.
8. The information contained in this document reflects various assumptions and assessments based on the current understanding of the company. In no way, it necessarily contains all the information that each bidder may require to develop and submit its technical and financial proposals.
9. The bidders are advised to visit the site at their own cost and note the existing finishing of the proposed spaces to design and execute.
10. The bidders are required to make their own assessment and satisfy themselves fully with all aspects of the site conditions, local environment, functional requirements that may be required for development of the design and its execution.
11. The Defect Liability Period (Maintenance Period) shall be 12 calendar months starting from the date of handing over. The Bidder shall promptly repair or rectify all Defects and deficiencies observed by the Company Authorised Person during the Defects Liability Period within a period of 15 (fifteen) days from the date of notice issued by the Company Authorised Person, in this behalf, or within such reasonable period as may be determined by the Company Authorised Person at the request of the Bidder.

### **7. CONTENTS TO BE SUBMITTED**

The **Technical proposal** should demonstrate that the Bidder has developed an understanding of the COMPANY's work ethos and requirements with reference to the scope of work mentioned in Clause 2. The Bidder must submit the designs of interiors and furnishing etc., required to complete the scope of work for the enclosed floor plans of the Levels 1, 2, 4, 5 of the Technopark@iitk Phase I Building.

## REQUEST FOR PROPOSAL (RFP)

The Bidder shall submit a power-point presentation including the contents listed below in a USB drive along with the submission package for the technical proposal. All drawings, designs and layouts must be submitted in (.pdf) format.

The **Technical proposal** should include:

1. Brief introduction of the lead firm. (CIN, PAN, GST)
2. List of similar projects undertaken with their completion certificate.
3. Name and details of associate firms for architecture/ interior design work with their experience certificate, if any.
4. Name and details of associate firms of electrical and LV works.
5. Project plan and draft proposal for interiors.
6. Work plan for the entire scope of work.
7. List of proposed make/brands for various material required for the entire scope of work. At least three makes of every material should be provided. The CLIENT has the right to select any one of them.
8. Turnover of the Bidder firm. (*Audited Financial Statements*)

The **Financial proposal** should be submitted on the Bidder's letterhead for various subheads as given in **Annexure B**, and should be complete, unconditional, and free from any computational errors. The price quoted shall be quoted lumpsum in each subhead and in Indian rupees only.

The financial bid form is indicative. The cost with tentative quantity of all the proposed items, modifications, furniture, etc. should be quoted. The work shall be awarded on the total cost. Any increase/ decrease in the quoted quantities during execution of work shall be considered on unit price for that item. Any additional item executed with the approval of the Client shall be paid at the market rate.

### 8. EVALUATION OF PROPOSALS

The submitted proposals shall be evaluated by an independent Committee (jury) as per the broad evaluation criteria mentioned in the RFP. The committee shall be appointed by the Board of Technopark@iitk. It will follow a two-tier system, with separate evaluation of technical capability and financial bid. A merit list shall be prepared of the technical score.

Each bidder will be allowed a maximum of 20 minutes to present their proposal followed by 10 minutes of further interactions with the committee members.

Each proposal shall be awarded a Technical Score (TS). The points commensurate to the evaluation criteria are:

Evaluation Criteria (Technical proposal)		Max. Points
i)	Consultancy Firm's specific experience	15



## REQUEST FOR PROPOSAL (RFP)

ii)	Methodology a. Adaptability to site and response to context b. Environmental consciousness c. Sustainability and maximum use of spaces	15 15 15
iii)	Approach to design including drawings, sketches, diagrams, and any other information that can concisely and yet comprehensively explain the bidder's concept philosophy and design approach.	15
iv)	Key professionals and associates firm proposed to be associated for the project with their experience and details.	25

Based on the above evaluation criteria, the committee shall evaluate the detailed technical proposals and list them in order of merit. The discretion and decision of the committee in respect of the Technical Score (TS) shall be final and binding on all without any right to appeal. The Technical Score (TS) of the applicants shall be announced before opening of financial bids.

The Financial proposals of top three technical scorers shall be opened in presence of the contractors or their representatives who choose to attend. After opening of the financial proposals, the work will be awarded to the lowest bidder.

### 9. AWARD OF CONTRACT

1. The selection procedure as mentioned above does not, in any way, automatically confer any right, whatsoever, on any bidder for the award of work.
2. The company reserves the right to award the whole work to any other shortlisted bidder or its constituents or its contractors or sub-contractors as it may deem fit.
3. The Company will inform the Bidder through a 'Letter of Acceptance of offer' by email/letter about its selection.
4. The Bidder shall, thereafter, sign the contract agreement (**Annexure D**) within 10 days of the issue of such letter.
5. The technical proposal as submitted by the successful Bidder shall not be deemed to be the final design proposal. The Bidder must meet and discuss with the authorized representative(s) of the company and prepare the final design as per the company's requirements.

### 10. OTHER CONDITIONS

1. Each proposal must be duly supported by clearly referenced data presented in a logical and quantifiable format.
2. All proposals must be based on clearly referenced best practices and technologies, and must respect clearly identified and listed local constraints, resources, and skills.

## REQUEST FOR PROPOSAL (RFP)

3. The company reserves the right to seek more details regarding the proof of qualifications, experience, and capabilities of the key personnel/associated firms.
4. The company reserves the right to issue corrigenda and addenda to this RFP document which shall be binding on all the bidders.
5. The company 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 the bidders.
6. All dates, place and time are subject to change and the latest information and clarifications, if any, shall be communicated to the bidders through emails.
7. The documents, and other information provided by the company or submitted by the bidders to the company shall remain or become the property of the company.
8. All Intellectual Property Rights of the schemes and proposals submitted during the process of selection and ownership of all concepts, ideas and materials developed in the preparation of the same and set forth there in, and for which any prize money/award/reward has been accepted by any Bidder, shall rest with The Institute
9. No explanation and/or justification in any aspect relating to the selection process shall be given, and the decision of the company shall be final and binding on all without any right to appeal.
10. The company reserves the right to debar the bidder/terminate the agreement with the final bidder selected for award of work, at any period, 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 bidder does not provide the requisite information as required by the company within the stipulated period.
11. All provisions in this document are supplementary and complementary to each other and are not to be read in isolation.
12. The facilities such as Conveyance, office space, machines, secretarial assistance, utilities, local services, etc. will have to be arranged by the firm at its own cost for proper completion of work.
13. The Bidder must ensure to dispose of the debris generated during work safely and properly, with assistance from the authorized company official.

### **11. PAYMENT OF FEES**

1. All prices as quoted and agreed under the Contract, whether lumpsum or percentage, shall remain fixed for the defined scope of work in the accepted technical bid excluding GST.
2. The quoted prices shall be inclusive of all expenses relating to the performance of the contract for the entire period of the contract.
3. Deductions because of Income tax and the statutory provisions shall be made by the Company, upon payment of work done or any other payments whatsoever to the contractor, as per prevalent rules/provisions.
4. All payments made by the Company towards the contract for any purpose whatsoever shall be in the Indian rupees only.
5. The schedule of payment shall be as per **Annexure C**.

REQUEST FOR PROPOSAL (RFP)

**ANNEXURE A**  
**COVER LETTER FORMAT (On Company's letterhead)**

From:

Dated:

.....

.....

To:

COO  
Technopark@iitk  
Opposite NCC  
Indian Institute of Technology Kanpur  
G. T. Road, Kalyanpur, Kanpur-208016  
Uttar Pradesh, India

**Subject:** Expression of Interest for the Interior Works for Offices and other Utility Spaces for Technopark@iitk at Levels 1,2,4,5 of Technopark@iitk building

Dear Madam,

We have examined the details given in the RFP Document provided by Technopark@iitk for the aforementioned subject work. We have incorporated all the requirements of the RFP document in our offer. We also agree that Technopark@iitk, or their authorized representatives can approach individuals, employers, and organisations, to verify our competence and general reputation.

We agree to abide by the terms and conditions of the selection process. We give consent for public exhibition and publication of the material submitted by us and shall not claim any royalty from Technopark@iitk in this regard.

We are keen to work with Technopark@iitk, because..... *(what motivates your firm to work with Technopark@iitk).* Our design philosophy is based/has the tenets ..... *(key aspects of your approach to the practice of design, and how Technopark@iitk will benefit from the same.)*

Thank you. Yours faithfully,

Signature of Bidder:

Name of Signatory:

Designation:

Name and Address of Bidder Firm:

Contact Number:

Email:

Seal of the Organisation

***[Enclosure: Copy of Board Resolution/Authority Letter authorizing the representatives to sign on behalf of the firm.]***

# REQUEST FOR PROPOSAL (RFP)

## **ANNEXURE B**

### **FINANCIAL PROPOSAL FORMAT TO BE SUBMITTED ON THE LETTER HEAD OF THE BIDDER**

To

The COO  
Technopark@iitk  
Opposite NCC  
IIT Kanpur  
GT Road, Kalyanpur, Kanpur-208016  
Uttar Pradesh, India

**Subject:** Financial Proposal for “Execution of Interior Works for Offices and Other Utility Spaces for Technopark@iitk at Levels 1,2,4,5 of Technopark@iitk Building at IIT Kanpur Campus in EPC Mode”

Dear Madam,

We have examined and understood the details given in the Request for Proposal (RFP) document and the Draft Agreement given with the RFP including the subsequent corrigendum / addenda / communication issued by the company and agree with all terms and conditions given therein.

Our quotation for the scope of services described in the RFP are as follows:

S. No.	Name of Item	Unit	Quantity	Amount
1.	Space plans with all interior designs for the designated spaces of Technopark@iitk at Levels 1,2,4,5 of the Technopark@iitk Phase I Building. This will include material, finish and furnishings analysis, recommendations, and specifications.	Lumpsum		
2.	Suppling installation and commissioning of all the interior works (wall panelling, wallpaper work, film on the glass wall, if any, curtains, etc.) as per the approved planning and designing by the authorised representative of Technopark@iitk on the various cement plastered/ glass walls of the floors.			
	a. Wallpaper	Sq. m.		
	b. Decorative panelling	Sq. m.		
	c. Acoustic panelling	Sq. m.		
	d. Any other type of panelling (Mention the type)	Sq. m.		

REQUEST FOR PROPOSAL (RFP)

	e. Curtains, Blinds with all fixtures	Sq. m.		
	f. Any type of film on the glass	Sq. m.		
3.	Specialised flooring (other than vitrified/granite) in the suggested areas as per the approved designs. (Mention type of flooring)			
4.	Planning/ designing/ suppling and installation for workstations, office furniture and other utilities spaces, as per the approved designs, brands, and specifications. (Mention the type of workstations, office tables, chairs, and any other storage furniture etc.)	Numbers		
5.	Planning and designing for the electrical works required for offices, workstations, and other utilities.  The electrical conduits and wiring, providing, and fixing electrical switch boards in offices, workstations, and utilities spaces. The electrical work in panel rooms, corridors, toilets staircases, lifts and other common areas shall be carried out by the client. The electrical wiring from the panel rooms up to the distribution boards shall be carried out by the Client, the location, and the size of distribution board as per the requirement for various spaces shall be provided by the designer to the client. The electrical light fixtures for ceiling shall be carried out by the Client, the type of fixture and their location shall have to provide by the designer. (Mention the proposed numbers of points for 5Amp, 15Amp and any other required MCBs, etc. to complete the job)	Numbers		
6.	Suppling, installation, testing and commissioning with all accessories and requirement of integration with the existing system of the building for access control for all the offices and working areas as per the requirement of the company. (Mention the number of access control points)	Numbers		
7.	Suppling, installation, testing and commissioning with all accessories and requirement of integration with the existing system of the building for	Numbers		

## REQUEST FOR PROPOSAL (RFP)

	surveillance cameras (i.e., CCTV) at strategic locations. (Mention the number and types of cameras)			
8.	Planning, designing, suppling, installation, testing and commissioning for entire internet works for all offices and workspaces including WIFI arrangements. (Consider two number of LAN ports in each office, one number at each workstation, two numbers additional at each working space and required LAN ports to make entire floor WIFI enable)	Lumpsum		
9.	Sound and acoustic design in specific areas like Conference room, Meeting rooms, Training rooms and Auditorium.	Lumpsum		
10.	Coordinate fine art and decorative accessories, graphic design and signages.	Lumpsum		
11.	Grand Total			

The GST as applicable shall be paid extra. All other taxes, duties, levies, transportation, insurance, etc., should be included in the quoted amount.

The undersigned is fully authorised by M/s \_\_\_\_\_ (Name of the Organisation) to submit this Financial Proposal.

Thank you.

Yours sincerely,

**Signature of lead Contractor / Authorized Representative of the Organization**

**Seal of the Organisation,**

Date:

Place:

Our GST No. is \_\_\_\_\_

## REQUEST FOR PROPOSAL (RFP)

### **ANNEXURE C** **SCHEDULE OF PAYMENT**

1. All payments will be released on the submission of the RA (running account) bills of work done at the site on a percentage basis.
2. The Contractor must submit the Performa RA bill in duplicate of the work done every month latest by the 5th day of the next month.
3. The Company will take three days to verify the bill from site and issue an approved copy of the bill after any variation/ deduction withheld amount etc. to the Contractor not later than five days of the submission of the bill.
4. The Contractor will issue a GST invoice of work contract of exact amount of bill duly approved to the employer in-charge within the next two days.
5. On submission of the GST invoice, the Company will release the payment within three working days.
6. On each RA bill, 2.5% retention money will be deducted from the basic value of work done.
7. Applicable TDS will be deducted from each RA bill.
8. Mobilisation advance up to 10% can be released. The same shall be adjusted on each RA bill on prorate basis.
9. An advance of 50% against the material can be released to the Contractor on submission of the proof of material at site with supporting documents like E-Way bill, delivery notes etc., to verify quantity.

## REQUEST FOR PROPOSAL (RFP)

### ANNEXURE D CONTRACT AGREEMENT

This **Interior Designer CONTRACT** (hereinafter called the "Contract") is made on \_\_\_\_\_ October 2024 at Kanpur Nagar, Uttar Pradesh.

BY and Between

**IIT Kanpur Research and Technology Park Foundation**, a company registered under Section 8 of the Companies Act, 2013 having Corporate Identity Number (**CIN**) **U73100UP2019NPL113370** and promoted by the Indian Institute of Technology, Kanpur (**IITK**), a research and educational institution of national importance, established under the Institutes of Technology Act, 1961, enacted by the Parliament of Republic of India, hereinafter also referred as IIT Kanpur, having its registered office at **Indian Institute of Technology Kanpur, Kalyanpur, Kanpur 208016, Uttar Pradesh** (hereinafter referred to as the '**COMPANY**' / "**Technopark@iitk**" which expression shall, unless repugnant to the context or meaning thereof, mean and include their legal heirs, successors, executors, administrators and assigns) and acting through its authorized representative, **Prof. Amarendra Kumar Singh, Director** of the **FIRST PART**;

AND

\_\_\_\_\_, a company incorporated under the provisions of the Companies Act, \_\_\_\_\_ having Corporate Identity Number (**CIN**) \_\_\_\_\_ and having its registered office at \_\_\_\_\_ (hereinafter referred to as the '**Contractor**' which expression shall be deemed to mean and include its successors and permitted assigns) and acting through its authorized representative **Name, Designation** of the **SECOND PART**.

The above-mentioned Licensor and the Licensee have hereinafter individually referred to as a '**Party**' and collectively as "**Parties**".

#### **WHEREAS**

1. The Company has requested the Contractor to provide the services as per the scope of work mentioned in the RFP (hereinafter called the "**Services**").
2. The Contractor having represented to the Company that they have the required professional skills, personnel, and technical resources have agreed to provide the Services as aforesaid on the terms and conditions set forth in this Contract.

#### **IT IS HEREBY AGREED BY AND BETWEEN THE PARTIES HERETO AS FOLLOWS:**

The mutual rights and obligations of the Company and the Contractor shall be as set forth in the Contract; in particular:

1. The Contractor shall carry out the Services in accordance with the provisions of the Contract; and



## REQUEST FOR PROPOSAL (RFP)

2. The Company shall make payments to the Contractor in according with the provisions of the Contract.

### **1.1 NOW THIS AGREEMENT WITNESSTH as follows:**

- (a) In consideration of the payments to be made by the Company to the Contractor as here in after mentioned, the Contractor hereby covenants with the Company to execute and complete the works and remedy any defects therein in conformity in all respects within the provisions of the Contract.
- (b) The Company hereby covenants to pay the Contractor in consideration of the execution and completion of the works as per the scope of work to the satisfaction of the Company and upon remedying of any defects if any therein, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

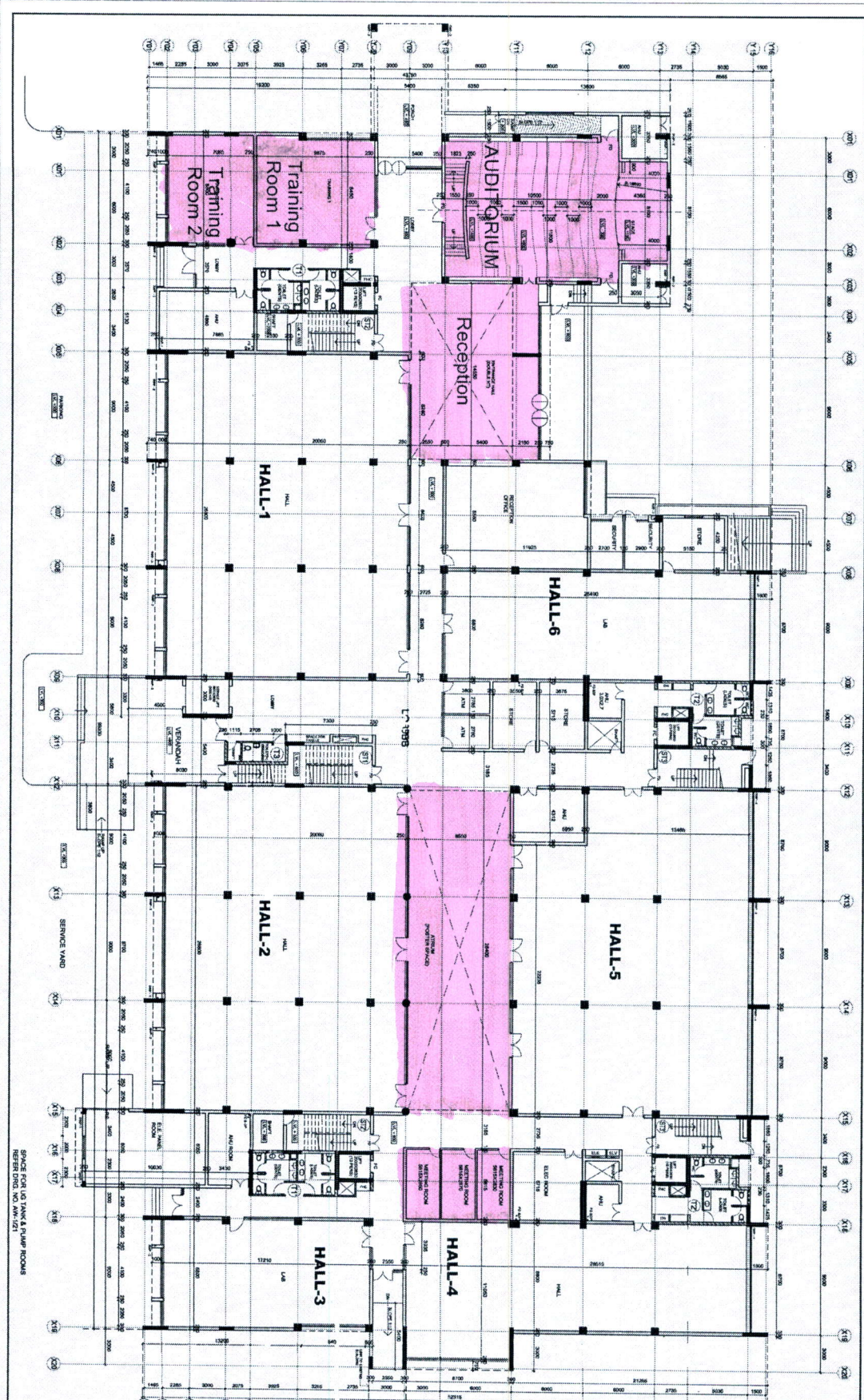
- 1.2** The Parties agree specifically that the following documents attached hereto shall be deemed to form an integral part of this Contract and the expression "Contract" shall be construed and applied accordingly:

**Appendix-A** Request for Proposal, Financial Proposal duly signed by the Contractor.

**Appendix-B** Letter of Intent dated \_\_\_\_\_ issued by the Company and Letter of Acceptance dated \_\_\_\_\_ shared by the Contractor.

**Appendix-C** Schedule of Scope of Services (Clause 2 RFP document).

**Appendix-D** Schedule of Payment (Annexure C of RFP document).



**Ground Floor**

NO.	REVISION	DATE

**LEGEND**

- FD 1 - FINE DRAIN
- FD 2 - FLOOR DRAIN
- FD 3 - FLOOR DRAIN
- FD 4 - FLOOR DRAIN
- FD 5 - FLOOR DRAIN
- FD 6 - FLOOR DRAIN
- FD 7 - FLOOR DRAIN
- FD 8 - FLOOR DRAIN
- FD 9 - FLOOR DRAIN
- FD 10 - FLOOR DRAIN
- FD 11 - FLOOR DRAIN
- FD 12 - FLOOR DRAIN
- FD 13 - FLOOR DRAIN
- FD 14 - FLOOR DRAIN
- FD 15 - FLOOR DRAIN
- FD 16 - FLOOR DRAIN
- FD 17 - FLOOR DRAIN
- FD 18 - FLOOR DRAIN
- FD 19 - FLOOR DRAIN
- FD 20 - FLOOR DRAIN
- FD 21 - FLOOR DRAIN
- FD 22 - FLOOR DRAIN
- FD 23 - FLOOR DRAIN
- FD 24 - FLOOR DRAIN
- FD 25 - FLOOR DRAIN
- FD 26 - FLOOR DRAIN
- FD 27 - FLOOR DRAIN
- FD 28 - FLOOR DRAIN
- FD 29 - FLOOR DRAIN
- FD 30 - FLOOR DRAIN
- FD 31 - FLOOR DRAIN
- FD 32 - FLOOR DRAIN
- FD 33 - FLOOR DRAIN
- FD 34 - FLOOR DRAIN
- FD 35 - FLOOR DRAIN
- FD 36 - FLOOR DRAIN
- FD 37 - FLOOR DRAIN
- FD 38 - FLOOR DRAIN
- FD 39 - FLOOR DRAIN
- FD 40 - FLOOR DRAIN
- FD 41 - FLOOR DRAIN
- FD 42 - FLOOR DRAIN
- FD 43 - FLOOR DRAIN
- FD 44 - FLOOR DRAIN
- FD 45 - FLOOR DRAIN
- FD 46 - FLOOR DRAIN
- FD 47 - FLOOR DRAIN
- FD 48 - FLOOR DRAIN
- FD 49 - FLOOR DRAIN
- FD 50 - FLOOR DRAIN
- FD 51 - FLOOR DRAIN
- FD 52 - FLOOR DRAIN
- FD 53 - FLOOR DRAIN
- FD 54 - FLOOR DRAIN
- FD 55 - FLOOR DRAIN
- FD 56 - FLOOR DRAIN
- FD 57 - FLOOR DRAIN
- FD 58 - FLOOR DRAIN
- FD 59 - FLOOR DRAIN
- FD 60 - FLOOR DRAIN
- FD 61 - FLOOR DRAIN
- FD 62 - FLOOR DRAIN
- FD 63 - FLOOR DRAIN
- FD 64 - FLOOR DRAIN
- FD 65 - FLOOR DRAIN
- FD 66 - FLOOR DRAIN
- FD 67 - FLOOR DRAIN
- FD 68 - FLOOR DRAIN
- FD 69 - FLOOR DRAIN
- FD 70 - FLOOR DRAIN
- FD 71 - FLOOR DRAIN
- FD 72 - FLOOR DRAIN
- FD 73 - FLOOR DRAIN
- FD 74 - FLOOR DRAIN
- FD 75 - FLOOR DRAIN
- FD 76 - FLOOR DRAIN
- FD 77 - FLOOR DRAIN
- FD 78 - FLOOR DRAIN
- FD 79 - FLOOR DRAIN
- FD 80 - FLOOR DRAIN
- FD 81 - FLOOR DRAIN
- FD 82 - FLOOR DRAIN
- FD 83 - FLOOR DRAIN
- FD 84 - FLOOR DRAIN
- FD 85 - FLOOR DRAIN
- FD 86 - FLOOR DRAIN
- FD 87 - FLOOR DRAIN
- FD 88 - FLOOR DRAIN
- FD 89 - FLOOR DRAIN
- FD 90 - FLOOR DRAIN
- FD 91 - FLOOR DRAIN
- FD 92 - FLOOR DRAIN
- FD 93 - FLOOR DRAIN
- FD 94 - FLOOR DRAIN
- FD 95 - FLOOR DRAIN
- FD 96 - FLOOR DRAIN
- FD 97 - FLOOR DRAIN
- FD 98 - FLOOR DRAIN
- FD 99 - FLOOR DRAIN
- FD 100 - FLOOR DRAIN

**SCIENCE & TECHNOLOGY RESEARCH PARK**  
AT IIT, KANPUR

**ASHTAVA JAIN & ASSOCIATES**  
ARCHITECTS  
101, 102, 103, 104, 105, 106, 107, 108, 109, 110, 111, 112, 113, 114, 115, 116, 117, 118, 119, 120, 121, 122, 123, 124, 125, 126, 127, 128, 129, 130, 131, 132, 133, 134, 135, 136, 137, 138, 139, 140, 141, 142, 143, 144, 145, 146, 147, 148, 149, 150, 151, 152, 153, 154, 155, 156, 157, 158, 159, 160, 161, 162, 163, 164, 165, 166, 167, 168, 169, 170, 171, 172, 173, 174, 175, 176, 177, 178, 179, 180, 181, 182, 183, 184, 185, 186, 187, 188, 189, 190, 191, 192, 193, 194, 195, 196, 197, 198, 199, 200, 201, 202, 203, 204, 205, 206, 207, 208, 209, 210, 211, 212, 213, 214, 215, 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226, 227, 228, 229, 230, 231, 232, 233, 234, 235, 236, 237, 238, 239, 240, 241, 242, 243, 244, 245, 246, 247, 248, 249, 250, 251, 252, 253, 254, 255, 256, 257, 258, 259, 260, 261, 262, 263, 264, 265, 266, 267, 268, 269, 270, 271, 272, 273, 274, 275, 276, 277, 278, 279, 280, 281, 282, 283, 284, 285, 286, 287, 288, 289, 290, 291, 292, 293, 294, 295, 296, 297, 298, 299, 300, 301, 302, 303, 304, 305, 306, 307, 308, 309, 310, 311, 312, 313, 314, 315, 316, 317, 318, 319, 320, 321, 322, 323, 324, 325, 326, 327, 328, 329, 330, 331, 332, 333, 334, 335, 336, 337, 338, 339, 340, 341, 342, 343, 344, 345, 346, 347, 348, 349, 350, 351, 352, 353, 354, 355, 356, 357, 358, 359, 360, 361, 362, 363, 364, 365, 366, 367, 368, 369, 370, 371, 372, 373, 374, 375, 376, 377, 378, 379, 380, 381, 382, 383, 384, 385, 386, 387, 388, 389, 390, 391, 392, 393, 394, 395, 396, 397, 398, 399, 400, 401, 402, 403, 404, 405, 406, 407, 408, 409, 410, 411, 412, 413, 414, 415, 416, 417, 418, 419, 420, 421, 422, 423, 424, 425, 426, 427, 428, 429, 430, 431, 432, 433, 434, 435, 436, 437, 438, 439, 440, 441, 442, 443, 444, 445, 446, 447, 448, 449, 450, 451, 452, 453, 454, 455, 456, 457, 458, 459, 460, 461, 462, 463, 464, 465, 466, 467, 468, 469, 470, 471, 472, 473, 474, 475, 476, 477, 478, 479, 480, 481, 482, 483, 484, 485, 486, 487, 488, 489, 490, 491, 492, 493, 494, 495, 496, 497, 498, 499, 500, 501, 502, 503, 504, 505, 506, 507, 508, 509, 510, 511, 512, 513, 514, 515, 516, 517, 518, 519, 520, 521, 522, 523, 524, 525, 526, 527, 528, 529, 530, 531, 532, 533, 534, 535, 536, 537, 538, 539, 540, 541, 542, 543, 544, 545, 546, 547, 548, 549, 550, 551, 552, 553, 554, 555, 556, 557, 558, 559, 560, 561, 562, 563, 564, 565, 566, 567, 568, 569, 570, 571, 572, 573, 574, 575, 576, 577, 578, 579, 580, 581, 582, 583, 584, 585, 586, 587, 588, 589, 590, 591, 592, 593, 594, 595, 596, 597, 598, 599, 600, 601, 602, 603, 604, 605, 606, 607, 608, 609, 610, 611, 612, 613, 614, 615, 616, 617, 618, 619, 620, 621, 622, 623, 624, 625, 626, 627, 628, 629, 630, 631, 632, 633, 634, 635, 636, 637, 638, 639, 640, 641, 642, 643, 644, 645, 646, 647, 648, 649, 650, 651, 652, 653, 654, 655, 656, 657, 658, 659, 660, 661, 662, 663, 664, 665, 666, 667, 668, 669, 670, 671, 672, 673, 674, 675, 676, 677, 678, 679, 680, 681, 682, 683, 684, 685, 686, 687, 688, 689, 690, 691, 692, 693, 694, 695, 696, 697, 698, 699, 700, 701, 702, 703, 704, 705, 706, 707, 708, 709, 710, 711, 712, 713, 714, 715, 716, 717, 718, 719, 720, 721, 722, 723, 724, 725, 726, 727, 728, 729, 730, 731, 732, 733, 734, 735, 736, 737, 738, 739, 740, 741, 742, 743, 744, 745, 746, 747, 748, 749, 750, 751, 752, 753, 754, 755, 756, 757, 758, 759, 760, 761, 762, 763, 764, 765, 766, 767, 768, 769, 770, 771, 772, 773, 774, 775, 776, 777, 778, 779, 780, 781, 782, 783, 784, 785, 786, 787, 788, 789, 790, 791, 792, 793, 794, 795, 796, 797, 798, 799, 800, 801, 802, 803, 804, 805, 806, 807, 808, 809, 810, 811, 812, 813, 814, 815, 816, 817, 818, 819, 820, 821, 822, 823, 824, 825, 826, 827, 828, 829, 830, 831, 832, 833, 834, 835, 836, 837, 838, 839, 840, 841, 842, 843, 844, 845, 846, 847, 848, 849, 850, 851, 852, 853, 854, 855, 856, 857, 858, 859, 860, 861, 862, 863, 864, 865, 866, 867, 868, 869, 870, 871, 872, 873, 874, 875, 876, 877, 878, 879, 880, 881, 882, 883, 884, 885, 886, 887, 888, 889, 890, 891, 892, 893, 894, 895, 896, 897, 898, 899, 900, 901, 902, 903, 904, 905, 906, 907, 908, 909, 910, 911, 912, 913, 914, 915, 916, 917, 918, 919, 920, 921, 922, 923, 924, 925, 926, 927, 928, 929, 930, 931, 932, 933, 934, 935, 936, 937, 938, 939, 940, 941, 942, 943, 944, 945, 946, 947, 948, 949, 950, 951, 952, 953, 954, 955, 956, 957, 958, 959, 960, 961, 962, 963, 964, 965, 966, 967, 968, 969, 970, 971, 972, 973, 974, 975, 976, 977, 978, 979, 980, 981, 982, 983, 984, 985, 986, 987, 988, 989, 990, 991, 992, 993, 994, 995, 996, 997, 998, 999, 1000

**First Floor**

**NOTES:**

1. ALL DIMENSIONS ARE IN METERS UNLESS OTHERWISE SPECIFIED.
2. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE SPECIFIED.
3. ALL DIMENSIONS ARE TO CENTERLINE UNLESS OTHERWISE SPECIFIED.
4. ALL DIMENSIONS ARE TO CENTERLINE UNLESS OTHERWISE SPECIFIED.
5. ALL DIMENSIONS ARE TO CENTERLINE UNLESS OTHERWISE SPECIFIED.

**REVISIONS:**

NO.	DESCRIPTION	DATE
1	ISSUED TO	11.11.19

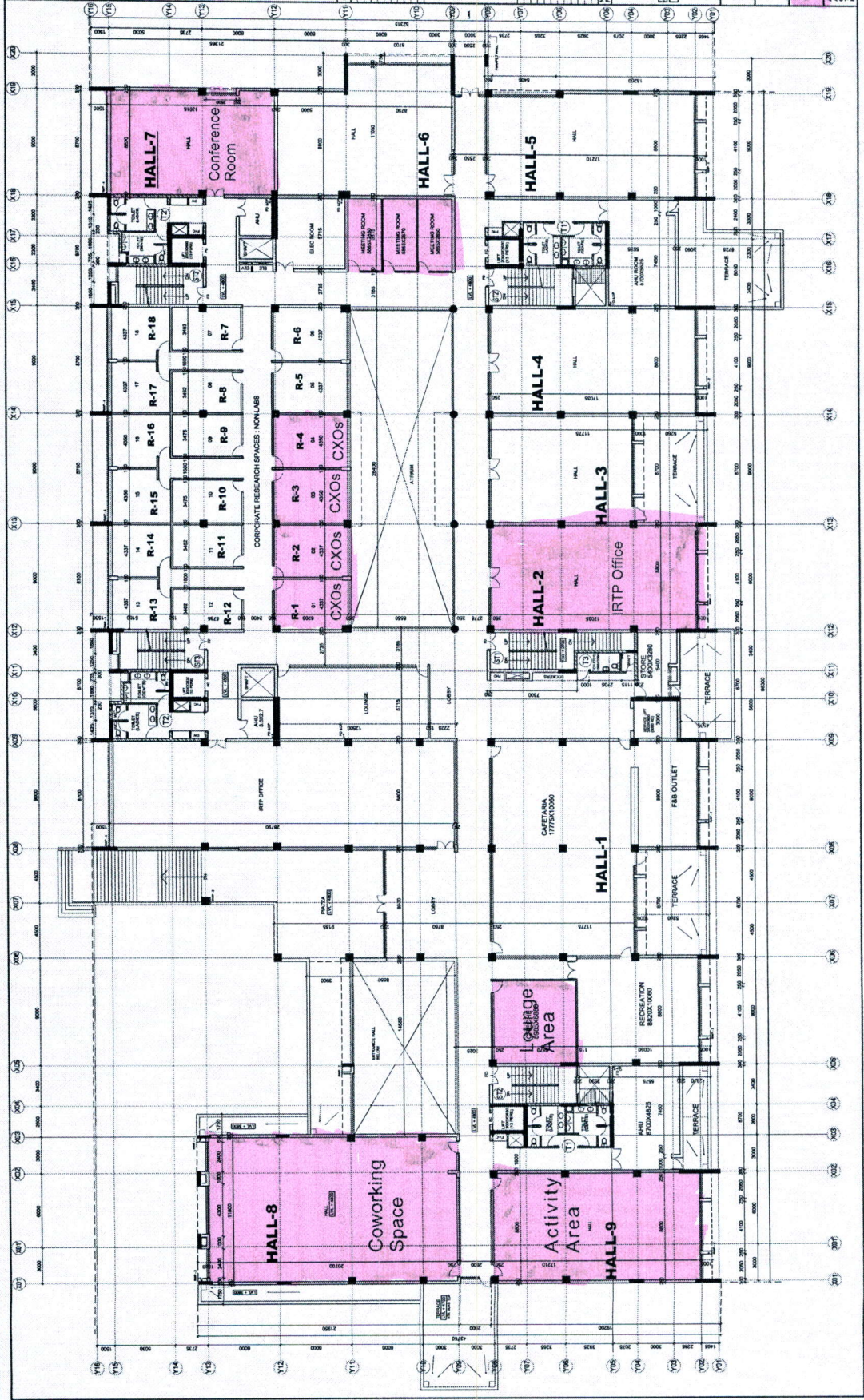
**LEGEND:**

---	FINISH LINE
---	DOOR
---	WINDOW
---	GLASS PARTITION
---	GLASS BALUSTRADE
---	GLASS RAILING
---	GLASS BALCONY
---	GLASS STAIRCASE
---	GLASS LIFT
---	GLASS ELEVATOR
---	GLASS CURTAIN WALL
---	GLASS PARTITION
---	GLASS BALUSTRADE
---	GLASS RAILING
---	GLASS BALCONY
---	GLASS STAIRCASE
---	GLASS LIFT
---	GLASS ELEVATOR
---	GLASS CURTAIN WALL

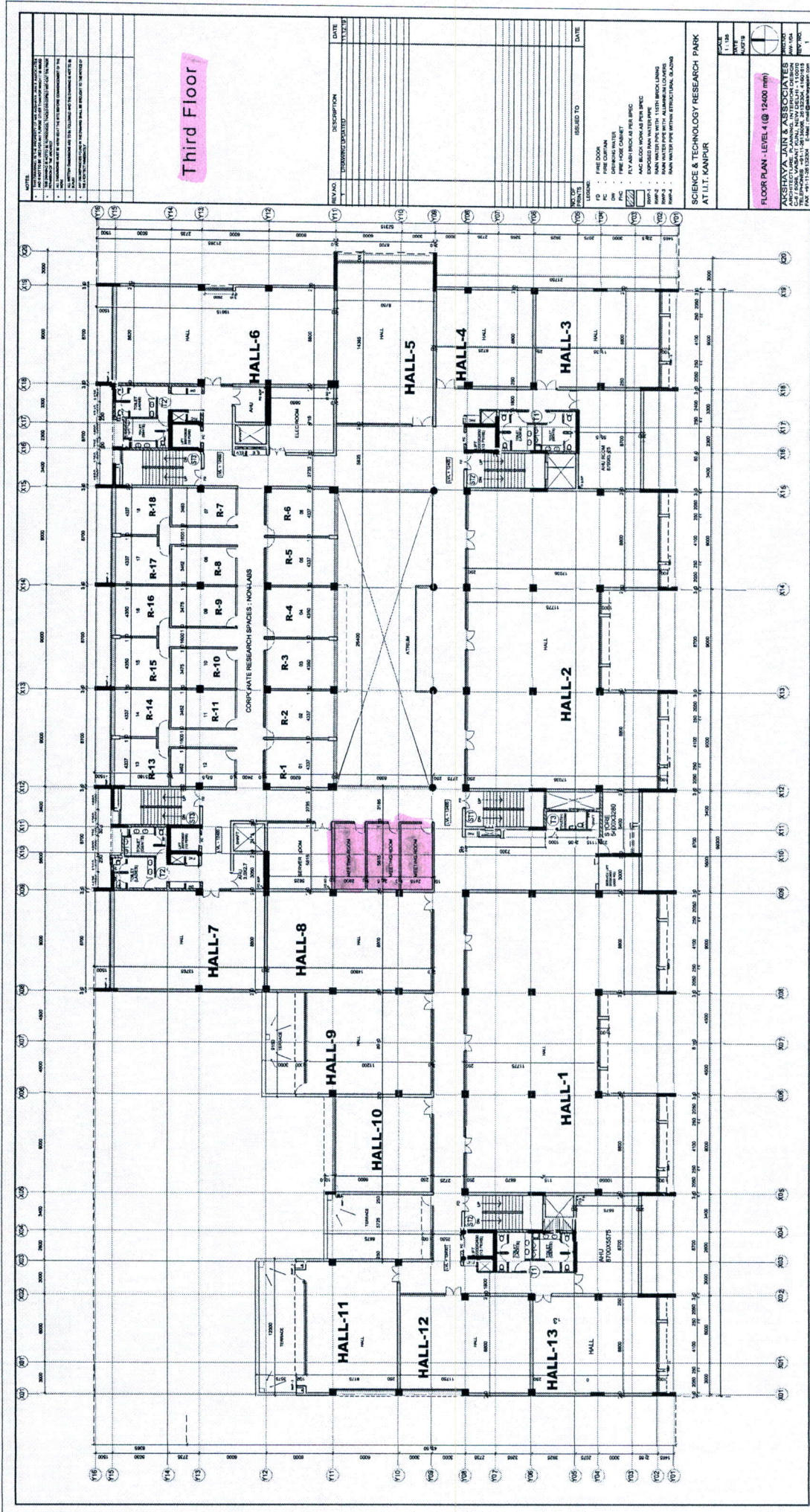
**SCIENCE & TECHNOLOGY RESEARCH PARK  
AT I.T. KANPUR**

**FLOOR PLAN - LEVEL 2 (@ 4800 mm)**

**AKSHAYA JAIN & ASSOCIATES**  
 2/25, LALBAHADUR SHASTRI MARG, DELHI - 110002  
 PUNJAB BAGH, NEW DELHI - 110042  
 TEL: 011-26101034, 26101035  
 FAX: 011-26101034  
 E-MAIL: info@akshaya.co.in



Third Floor



**FLOOR PLAN - LEVEL 4 (@ 12400 mm)**  
**AKSHAYA JAIN & ASSOCIATES**  
 ARCHITECTS  
 3RD FLOOR, KAMARAJ BUILDING,  
 PUNE. TEL: 020-25240001, 020-25240002  
 FAX: 020-25240003, 020-25240004

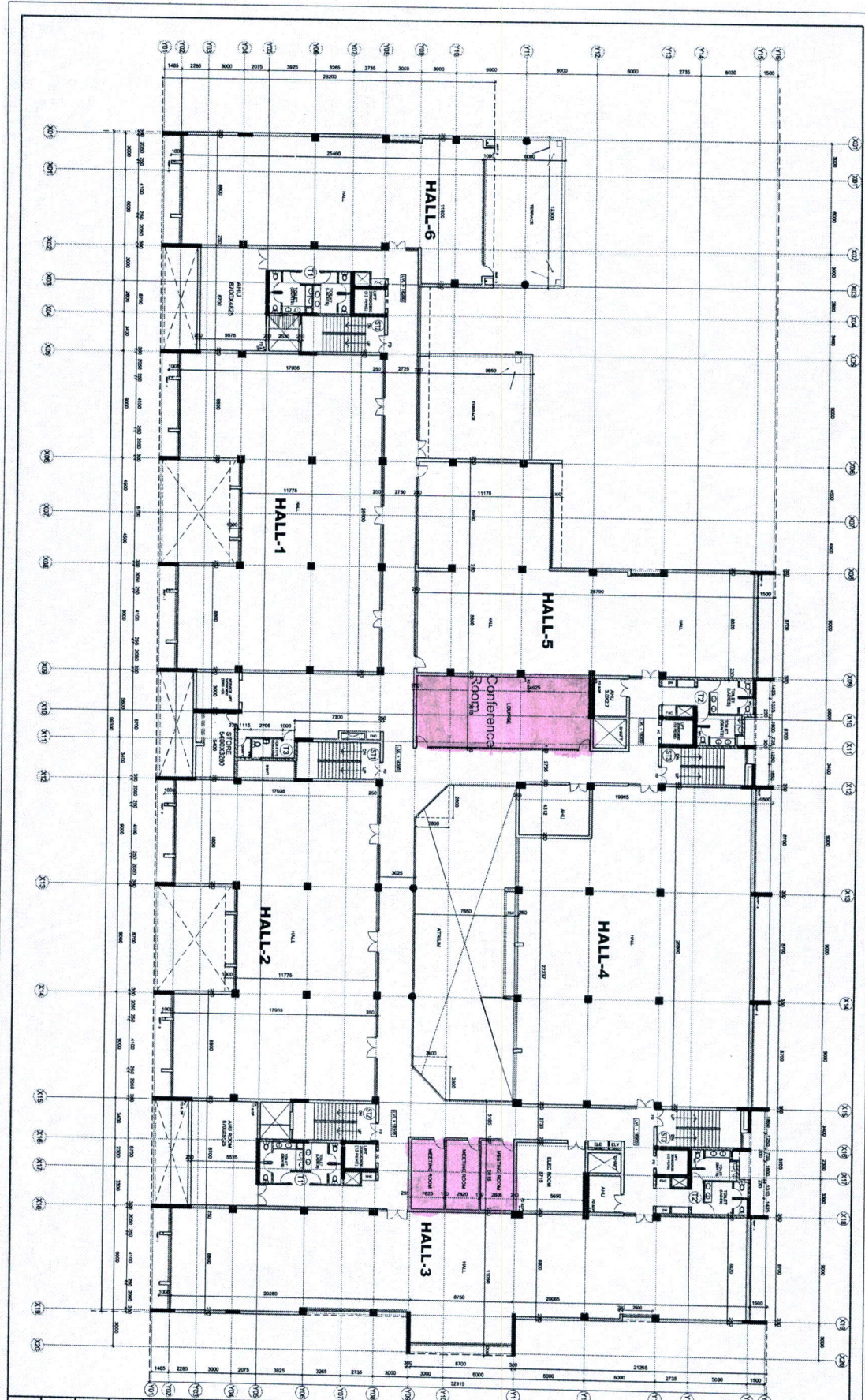
**SCIENCE & TECHNOLOGY RESEARCH PARK**  
 AT I.T.I. KANPUR

SCALE  
 AS SHOWN

- | SYMBOL | DESCRIPTION                              |
|--------|--|
| ○      | FIRE SCOP                                |
| ○      | DRINKING WATER                           |
| ○      | FIRE HOSE                                |
| ○      | PC                                       |
| ○      | STAIR                                    |
| ○      | EXIT                                     |
| ○      | PLUMBING                                 |
| ○      | ACG BLOOD WORK AS PER SPEC               |
| ○      | EXPOSED PIPES WATER PIPE                 |
| ○      | TRASH ROOM                               |
| ○      | RAIN WATER PIPE WITH 75 ALUMINUM COUPLER |
| ○      | SMOKER                                   |
| ○      | RAIN WATER PIPE WITH STRUCTURE GLAZING   |

NO.	REV/NO	DESCRIPTION	DATE

- NOTES:**
1. ALL DIMENSIONS ARE AS SHOWN UNLESS OTHERWISE SPECIFIED.
  2. ALL WALLS ARE TO BE CONCRETE UNLESS OTHERWISE SPECIFIED.
  3. ALL FLOORS ARE TO BE CONCRETE UNLESS OTHERWISE SPECIFIED.
  4. ALL CEILING ARE TO BE CONCRETE UNLESS OTHERWISE SPECIFIED.
  5. ALL ROOF ARE TO BE CONCRETE UNLESS OTHERWISE SPECIFIED.
  6. ALL WORK IS TO BE AS PER SPECIFICATION UNLESS OTHERWISE SPECIFIED.
  7. ALL MATERIALS ARE TO BE AS PER SPECIFICATION UNLESS OTHERWISE SPECIFIED.
  8. ALL WORK IS TO BE AS PER SPECIFICATION UNLESS OTHERWISE SPECIFIED.



4th Floor

NO.	REVISION	DATE
1	ISSUED TO CLIENT FOR APPROVAL	12/10/20
2	ISSUED TO CLIENT FOR APPROVAL	12/10/20
3	ISSUED TO CLIENT FOR APPROVAL	12/10/20
4	ISSUED TO CLIENT FOR APPROVAL	12/10/20
5	ISSUED TO CLIENT FOR APPROVAL	12/10/20
6	ISSUED TO CLIENT FOR APPROVAL	12/10/20
7	ISSUED TO CLIENT FOR APPROVAL	12/10/20
8	ISSUED TO CLIENT FOR APPROVAL	12/10/20
9	ISSUED TO CLIENT FOR APPROVAL	12/10/20
10	ISSUED TO CLIENT FOR APPROVAL	12/10/20

NO.	REVISION	DATE
1	ISSUED TO CLIENT FOR APPROVAL	12/10/20
2	ISSUED TO CLIENT FOR APPROVAL	12/10/20
3	ISSUED TO CLIENT FOR APPROVAL	12/10/20
4	ISSUED TO CLIENT FOR APPROVAL	12/10/20
5	ISSUED TO CLIENT FOR APPROVAL	12/10/20
6	ISSUED TO CLIENT FOR APPROVAL	12/10/20
7	ISSUED TO CLIENT FOR APPROVAL	12/10/20
8	ISSUED TO CLIENT FOR APPROVAL	12/10/20
9	ISSUED TO CLIENT FOR APPROVAL	12/10/20
10	ISSUED TO CLIENT FOR APPROVAL	12/10/20

**SCIENCE & TECHNOLOGY RESEARCH PARK**  
AT I.T. KANPUR

FLOOR PLAN - LEVEL 5 (@ 1800 mm)

**ASHTAVY JAIN & ASSOCIATES**  
Architects  
Plot No. 1, Phase I, Sector 10, Gurgaon, Haryana, India.  
Phone: +91 11 2610 1100  
Fax: +91 11 2610 1101  
Email: info@ashtavy.com

**PROJECT INFORMATION**

NO.	REVISION	DATE
1	ISSUED TO CLIENT FOR APPROVAL	12/10/20
2	ISSUED TO CLIENT FOR APPROVAL	12/10/20
3	ISSUED TO CLIENT FOR APPROVAL	12/10/20
4	ISSUED TO CLIENT FOR APPROVAL	12/10/20
5	ISSUED TO CLIENT FOR APPROVAL	12/10/20
6	ISSUED TO CLIENT FOR APPROVAL	12/10/20
7	ISSUED TO CLIENT FOR APPROVAL	12/10/20
8	ISSUED TO CLIENT FOR APPROVAL	12/10/20
9	ISSUED TO CLIENT FOR APPROVAL	12/10/20
10	ISSUED TO CLIENT FOR APPROVAL	12/10/20