



## **Quotations invited for Interior Designing and Set up of Corporate Office of AMH SSC**

Greetings from the Apparel Made-ups & Home Furnishing Sector Skill Council.

### **Introduction of AMH SSC**

This is to introduce this Sector Skill Council.

The Government of India has constituted Prime Minister's ambitious skill development programme under the leadership of the National Skill Development Corporation. The NSDC mandates skill formation to develop the workforce with enhanced skill through structured programme and assessment.

Owing to the presence of widespread training centers, participated by both public and private entities, determining the quality of training rendered at different training centers is crucial to the success of skill development programme and, thus, skill assessment is essential part of skill development.

AMH SSC has been launched jointly by the Ministry of Textiles, National Skill Development Corporation and the Apparel Export Promotion Council with primary mandate of enhancing and to build a capacity in skill development. One of the salient features of the AMH SSC is designing of training programmes, based on industry demands of different segments and to ensure that all successful trainees are certified through accredited agency.

AMH SSC has been authorized by NSDC for evolving assessing proficiencies of skills of trainees for the Apparel, Made-ups and Home furnishing sectors for their respective subject areas. The assessment is defined as a structured process in which evidence of performance is gathered and evaluated against approved QPs/NOSs, as approved by the NSDC.

Assessment is the process of evidence collection of the competence level of a person through range of method-tests, observations, interviews, assignments and professional discussions. It is further mandated that competency assessment of the candidate is being done by independent Assessing Bodies (AB), which are not involved in training delivery, to ensure an impartial assessment.

AMH SSC has developed 45 National Occupational Standards for the Apparel, Made-Ups and Home Furnishing industry;

The Apparel, Made-ups & Home Furnishing Sector Skill Council is now fully operational and is equipped with more than 240 Training Partners, 20 Assessment Bodies and 5 Master Trainers.

Sealed competitive quotations, under two bid system, are invited from reputed interior decorators/contractors, having proven track record in the field, for undertaking the work of furnishing and interior decoration of AMH SSC Corporate Office at Sector – 6, R. K. Puram, New Delhi. The quotations should reach CEO&DG, AMH SSC on or before **11:00 Hrs on 21.01.2019**, which will be opened on the same day at 11:30 Hrs in the presence of bidders present, if any. CEO&DG, AMH SSC, reserves the right to accept or reject any or all the quotations without assigning any reason, whatsoever. Design & Layout, Enquiry Document, and further details are available on AMH SSC website under Enquiries Section.

Sd/-  
Dr. Roopak Vasishtha  
CEO & DG  
AMH SSC

**Apparel Made-ups & Home Furnishing  
Sector Skill Council**

**ENQUIRY DOCUMENT**

ENQUIRY NO. AMHSSC/ADMN/CORP/2019/01

Dated: 10.01.2019

**Setting Up and Interior Decoration of Corporate Office at New Delhi**

AMH SSC requires the services of a professional agency with proven credentials in the field of Fabrication, Construction & Interior Decoration for the Corporate Office at Indian Buildings Congress, First Floor, Sector – 6, R. K. Puram, New Delhi, as per the scope of work given below.

**A. SCOPE OF WORK**

Setting up and Interior Decoration of the Office having a floor area of 361 sq.m. (3882 sq. ft.). approximately. This would include conference room, CEO Room, Chairman cum Conference Room, Director Room, 6 Senior Management Cabins, cubicals, wet Pantry, recreation/lunch room. Furniture & fixtures including chairs, tables, pin boards, storage cabinets, lockable storage cabinets, wall arts, modern blinds/curtains, etc.

Draft layout attached with the Enquiry document.

**B. GUIDELINES FOR SUBMISSION OF ENQUIRYS**

The technical and financial bids for the setting up & interior decoration of AMH SSC, Corporate Office, New Delhi should be **submitted separately** and should include the following :

**Cover – 1 :** Super scribed with "**Technical bid for setting up & interior decoration of AMH SSC, Corporate Office, New Delhi**" and should accompany the following documents:

- i. Profile of the Agency / Company.
- ii. Details of Technical Manpower and Staff available in-house.
- iii. Track record - details of involvement in similar projects.
- iv. Financial Statements signed by a statutory auditor, indicating turnover of the company, balance sheet and Profit & Loss Account for last three years.

**Cover – 2 :** Super scribed with "**Financial bid for setting up & interior decoration of AMH SSC, Corporate Office, New Delhi**" and should accompany the following documents :

1. (i) A Financial Bid, clearly indicating the cost, inclusive of taxes, if any, for carrying out the work (Itemwise cost/Headwise expenditure, in accordance with the drawing attached, should be indicated).
- (ii) The financial quote should be exactly in accordance with the drawing attached with this Enquiry document.

2. **Terms of Payment** : Payment will be made to the bidder as per following schedule:

- a) Advance shall be paid, on mutually agreed percentage of the value of the contract, on award of the work order.
- b) Balance payment will be effected in instalments based on the progress of the work.
- c) Taxes as applicable will be deducted at source.

The outer sealed cover containing the above 2 sealed covers to be super scribed with "**Bids setting up & interior decoration of AMH SSC, Corporate Office, New Delhi**". The inner and outer covers should have the Full Name, Postal Address, Fax, E-mail and Telephone number of the Bidder on the bottom left corner.

**The Bids as per details given above should be submitted to the CEO&DG, AMH SSC, Indian Buildings Congress, First Floor, Sector – 6, R. K. Puram, New Delhi on or before 11:00 hrs. on 21.01.2019. Technical and Financial bids received by Email and bids received beyond the appointed time will not be accepted.**

Sd/-  
Dr. Roopak Vasishtha  
CEO  
AMH SSC

**C. ADDITIONAL INFORMATION**

- i. The Corporate Office in the full-fledged interior decorated form shall be handed over to the CEO of AMHSSC within 30 days after award of the work;
- ii. AMH SSC reserves the right to reject or accept any offer without assigning any reasons whatsoever.
- iii. Selection of Agency (ies) will be based on the acceptance of the technical competency of the agencies as revealed from the technical bids and lowest quote received for the work.
- iv. Conditional bids will be rejected outright. The quoted price should be all inclusive (including taxes, levies etc.). The amount quoted should be indicated both in words and figures. Corrections/overwriting have to be avoided. All pages should be signed by the authorized signatory.
- v. **Opening of the Bids** : The Enquiries will be opened at **11:00 hrs on 21.01.2019**, at AMHSSC, New Delhi Office, in the presence of bidders or duly authorized representatives of the bidders, if any.
- vi. **Liquidated Damages** : In the event of bidder's failure to complete the work within the specified time, AMH SSC may, without prejudice to its any other rights hereunder, recover from the bidder, as Liquidated Damages, the sum of 5 % of the contract price.
- vii. **Termination by default** : AMH SSC reserves the right to terminate the contract of any agency in case of unsatisfactory services.
- viii. **Jurisdiction** : The contract shall be interpreted and governed by the Laws of India. In the event of any dispute/ litigation between the agency with whom the work is entrusted and the AMH SSC in respect of any of the conditions/provisions of this document or the agreement to be executed while awarding the work, the decision of CEO, AMH SSC, shall be final and binding on both the parties and any litigation arising out of this document/agreement shall be subject to the jurisdiction of Delhi Courts only.

***NB: The bidders are advised to visit the site before offering their rates. The dimensions/measurements given may vary.***