

Draft of tender and format to be submitted by architects /Architectural Firms

APPOINTMENT OF ARCHITECT / ARCHITECTURAL FIRM FOR SUPERVISION OF TOTAL FURNISHING (INTERIOR FURNISHING, ELECTRICAL, LAN, AC) OF UNION BANK OF INDIA, SULTANPUR MAIN BRANCH SITUATED AT SULTANPUR UTTAR PRADESH


Union Bank of India invites applications/Bids for design and supervision in Single Bid system, professional fee bid for appointment of Architect from Architect / Architectural firms empaneled with Union Bank of India Regional offices located in Ayodhya for supervision of total furnishing (Interior Furnishing, Electrical, LAN and AC work) of **SULTANPUR MAIN BRANCH SITUATED AT SULTANPUR UTTAR PRADESH**.

The approximate area to be furnished is around 1700 sq. ft.

Estimated cost of project: Within 18,00,000/- INR

Application/Bid forms containing detailed information; eligibility norms, professional fees etc. can be collected from the below cited address of Ayodhya during working hours from 10.00 A.M. up to 5.00 P.M. The application/Bids form shall also be available at the Bank's website www.unionbankofindia.co.in and www.eprocure.gov.in. Architect / Architectural firms empaneled with Union Bank of India Regional office located in Ayodhya interested in it shall submit their duly filled bid in sealed covers super-scribing "Professional fee bid" on or before 01ST June 2026 till 5.00 P.M. The applications/Bids will be opened on 02.06.2026 at 05.30 P.M. at our Regional Office Ayodhya, 436, Attardeep Complex Devkali Bypass Ayodhya Uttar Pradesh 224001, in the presence of applicants/their authorized representatives who wish to be present. All addendum/ amendments if any, in respect of this Bid/Notice if any will be displayed on the bank's website www.unionbankofindia.co.in and www.eprocure.gov.in. and no paper advertisement will be released.

The Bank reserves the right to reject any or all applications/Bids without assigning any reasons whatsoever.


Regional Head
RO Ayodhya

Date: 20.05.2026



PRICE BID (Format)

FORMAT FOR PROFESSIONAL FEES

(On Letter Head of the applicant)

To

Date: 20.05.2026

The Regional Head,
Union Bank of India,
Regional Office,
Ayodhya

Sub: PROFESSIONAL FEE FOR ARCHITECTS / ARCHITECTURAL FIRM

Supervision of Total Renovation (Interior Furnishing, Electrical, AC, Lan) of Sultanpur Main Branch situated at District Sultanpur Uttar Pradesh.

We have studied the Bank's requirement for Total Renovation (Interior Furnishing, Electrical, AC, Lan) of Sultanpur Main Branch situated at District Sultanpur Uttar Pradesh. The Bank has clearly spelt out scope of work and its requirement, in brief details of which are as under:

- To survey the site and make physical verification of existing conditions and prepare a design conforming to Bank's Guidelines and requirements which includes total interior designing encompassing all elements like flooring, false ceiling, workstations, storage facilities, related civil works, electrical, fire safety system, CCTV system and security system etc. The design shall bring out ambience for the "feel good" factor in various parameters.
- To prepare such design, color schemes, material specifications as per Bank's guidelines and present to the Bank total scheme which includes detailed layout plan, furniture & fixture details, elevation.
- The Project Architect shall prepare preliminary drawings to be discussed and finalized by Bank's Competent Authorities. The Architect shall prepare such preliminary drawings till the final layout is selected. Based on approval of the plan by the Bank, the Architect / Project Consultant will have to furnish detailed drawings, specifications, bill of quantity, detailed estimate and final tender documents for further review and approval by the Bank
- On final acceptance to codify the plan, concept, and specification encompassing all relevant aspect in a very comprehensive manner ideally suited for practical implementation. More particularly, bill of quantities, specifications, approved makes of materials and such required details, which shall be comprehensive and of required clarity for actual implementation of the project.
- Project Architect shall prepare tender document for appointment of contractors (Furnishing, Electrical and Lan, AC works) which is to be submitted to bank for appointment of contractors
- After receiving the tender bids of contractors Project Architect to analyze and submit the comparative statement of the contractors under various categories.
- Project Architect to ensure that items of approved make, brand and specifications shall only be installed in branch by the Project contractors, and there shall not be any deviation in the specifications, brand, make, quality of the items installed in

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branch by project contractors vs. mentioned in tender document of appointment of project contractor.

We are agreeable to undertake the work as per the information furnished by the Bank and we submit herewith price-bid in respect of professional fee which is as under:

Indicative format for quote of profession fee by Architect for Interior furnishing work including civil/ renovation/ repairing

| Sr. No. | Parameter | Professional fees |
|---------|---|--|
| 01. | Consultancy Services: - Preparing standard layout / plans: The layout will be revised till it meets requirement of the Bank. The charges quoted will be inclusive of furnishing detailed plans, elevations, 3 D views and walk through. Preparation of required nos. of final tender documents to be issued to the contractors which will include detailed specifications of item, rate analysis including civil / interior / electrification / air conditioning / fire safety, etc. cross sectional details of officer's table, work station, credenza, side tables, chairs, sofa, center table, main entrance door, false ceiling, notice board, display board, storage and any other item required for furnishing and renovation, etc. | |
| 1.a | Professional fee in terms of actual value of designed work completed excluding readymade items. Designed Items (90% of estimated cost). | _____ % of actual value of work. Professional fee will be Rs. _____ |
| 1.b | Professional fee in terms of actual value of work completed on readymade items, which are not designed by the Project Architect. (Chairs/ Cost of Ac machines/ Sofa etc.) Bought out Items(10% of estimated cost) | _____ % of actual value of work. Professional fee will be Rs. _____ |
| 02 | PMC for a period of _____ months. Project Management Charges towards providing full time engineer fully experienced in similar work be deployed at site. (Max salary paid will be only for original completion period) for day to day site supervision during actual construction work, preparing Work Schedule/Bar Chart Program for execution of works, maintaining various records, joint measurements, quality control, certification of bills, final completion reports along with necessary drawings. + one month for preparation of final bill. | |
| 2.a | PMC charges for one month. | Rs. _____ |
| 2.b | PMC charges for _____ months. | Rs. _____ |
| 03 | Visit Charges to the site during execution of work wherein the visit is required once in a week. These charges should include traveling expense other expenses. (Approx.4 visits are required during execution period of 1 month.) | |

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|-----|-------------------------------------|-----------|
| 3.a | Visit charges for one visit. | Rs. _____ |
| 3.b | Visit charges for _____ visits. | Rs. _____ |
| | Total of fee (1.a + 1b.+ 2.b + 3.b) | |
| | GST | |
| | Gross Total | |

Note:

1. ARCHITECTS / ARCHITECTURAL FIRM need to submit their proof of empanelment with Union Bank of India, Ayodhya regional office only along with application/Bids.
2. Architects/Architectural firms need to submit their proof of work experience.
3. The readymade items include cost of higher side of electrical, chairs, sofa, AC etc. and all the items Bank purchase directly with professional guidance from the project Architect.
4. Service Tax as applicable will be paid over and above the charges as quoted above.
5. Architect /representative shall visit and attend meeting on site or Banks office at least once in a week or as required by Bank and they shall submit their weekly visit report to our office & Branch.
6. Kindly quote workable professional fees, if the quoted professional fee seems unworkable then the respective BID will be rejected.

Signature:

Name:

Jata Shanker Mishra

Designation:

Senior Manager (Operations)

Seal:

Email ID:

pnd.roayodhya@unionbankofindia.bank

Contact No:

9112500280

Submitted to: - The tender document vetting committee for vetting of above-mentioned tender document for appointment of Architectural & in principal approval for initiation of tender process.