

Indian Council of Medical Research
(An Autonomous Body under Department of Health & Research,
Ministry of Health & Family Welfare, Govt. of India)

Date: 23rd June, 2026

File no. ICMRHQ/EnggCell/25/SeatingSpace/2026

NOTICE INVITING EOI/RFP

Subject: - Invitation of Expression of Interest (Eoi) cum Request for Proposal (RFP) from Organizations/PSUs of Govt. of India/State Government Eligible under GFR 133(3) 2017

Sir/Madam,

Indian Council of Medical Research, Ansari Nagar New Delhi an autonomous body under Department of Health & Research, Ministry of Health & Family Welfare, Govt. of India has proposed to construct porta cabins on roof top for creating suitable seating spaces for employees of ICMR, New Delhi.

The project shall be executed in accordance with prevailing CVC norms, GFR provisions, Government guidelines, CPWD specifications, and applicable Manuals and Standard Operating Procedures (SOPs), and is proposed to be undertaken on a Project Management Consultancy (PMC) and turnkey basis. Interested Organizations/Public Sector Undertakings (PSUs) of the Government of India/State Governments, having the requisite mandate and proven expertise in consultancy and execution of civil construction works, are invited to participate and submit their EOI/RFP as per the prescribed document. Eligible organizations/PSUs are required to quote their percentage of charges/consultancy fees based on the total completion cost of the project in the financial bid. The EOI/RFP document may be downloaded from the official website <https://www.icmr.gov.in>. The last date for submission of EOI/RFP is 14th July, 2026 up to 13:00, and no submissions shall be entertained after the stipulated date and time.

Head, CPC
ICMR Headquarters.

Indian Council of Medical Research
(An Autonomous Body under Department of Health & Research, Ministry. of
Health &
Family Welfare, Govt. of India)

Date: 11th May, 2026

EOI/RPF Document

File no.....

1. Information to Bidders:

1.1 Details & Background of the proposed work:

The **Indian Council of Medical Research (ICMR)**, an autonomous body functioning under the Department of Health Research, plays a pivotal role in advancing biomedical research in India. With the staff strength steadily increasing, the organization requires enhanced infrastructure to support its expanding workforce. The proposed construction work is designed to provide modern seating arrangements and functional workspaces for ICMR staff. By incorporating modular workstations, ergonomic furniture, and essential facilities, the project aims to create a comfortable and efficient environment. This initiative reflects ICMR's commitment to fostering productivity and supporting its growing team in delivering impactful research outcomes.

1.2 The scope of work for the proposed project includes comprehensive provisions to ensure fully functional and modern porta cabins and workstation facilities. It covers the installation of vinyl flooring over a cement concrete base, along with the fixing of Polyurethane Foam (PUF) panels supported by MS tube structures. A false ceiling using pre-manufactured gypsum boards will be provided, finished with both indoor and outdoor paint. The work also involves supplying and installing doors and windows, complete electrical wiring with switches, lights, plugs, and thorough testing. Networking infrastructure will be established with tested cables for workstations. Additionally, modular finish workstations, ergonomic chairs, and storage units will be installed in both porta cabins and workstations. Safety measures include a fire alarm system with complete testing, while comfort is ensured through the installation and testing of split air conditioners. Together, these elements form a cohesive plan to deliver durable, efficient, and well-equipped workspace environments.

- 1.3 The estimated cost of all civil, furnishing, and interior works, including all equipment and goods, is ₹72,62,739. The site may be inspected and relevant details may be ascertained in person on any working day during office hours.
- 1.4 The above proposed work is to be carried out in a time bound manner to complete it in 02 Months, so that the porta cabin is ready to move in.
- 1.5 The drawings, plans & Photographs of the said premises are enclosed at Annexure-1.

2. Instructions to Bidders(ITB).

- 2.1 It is to be noted that bidder should submit all the requisite documents along with the UP.
- 2.2 Any conditional or incomplete bid shall be liable for rejection.
- 2.3 Bidders shall carefully read all terms and conditions, scope of work, and other details mentioned in the EOI/REF document before submission.
- 2.4 The quoted consultancy charges shall be in terms of percentage of the total completion cost of the project and shall be inclusive of all applicable costs.
- 2.5 The estimate submitted by PSU shall be subject to reasonability check based on CPWD DSR and market rates.
- 2.6 The bidder shall be responsible for quality control, safety measures, and compliance with all applicable regulations during execution of the work.
- 2.7 The competent authority reserves the right to accept or reject any or all bids without assigning any reason thereof.
- 2.8 The successful bidder shall furnish a Performance Bank Guarantee (PBG) of 5% of the contract value within 7 (seven) days from the date of issue of award of work, in the prescribed format and from a scheduled bank, in favour of the
...
- 2.9 The interested bidders shall download the EOI/RFP document from the official website and carefully examine the same before submission.
- 2.10 The bid shall be submitted in two parts, namely Technical Bid and Financial Bid.
- 2.11 The Technical Bid shall contain all requisite documents including organizational details, credentials, experience certificates, and other information as specified in the bid document.
- 2.12 The Financial Bid shall contain the quoted consultancy charges in terms of percentage of the total completion cost of the project and shall be submitted

- strictly in the prescribed format at Annexure-2.
- 2.13 The Technical Bid and Financial Bid shall be placed in two separate sealed envelopes, clearly super scribed as "Technical Bid" and "Financial Bid".
- 2.14 Both the sealed envelopes shall be enclosed in a single outer sealed envelope, super scribed with titled RFP document for "**Construction of Porta Cabin at Roof top at ICMR, Ansari Nagar, New Delhi**".
- 2.15 Any bid received after the due date and time shall not be considered and shall be returned unopened.
- 2.16 The Technical Bids shall be opened first and evaluated. The Financial Bids of only those bidders who qualify in the Technical Bid shall be opened subsequently.
- 2.17 All pages of the bid shall be duly signed by the authorized signatory of the bidder.
- 2.18 It is the responsibility of the PMC Agency to understand the detailed requirements of ICMR and made suitable arrangements to execute the work as per the guidelines issued by Govt. of India and CVC. The planning and/or designing of the project shall be done by the executing agency in consultation with the ICMR.
- 2.19 Bid shall be submitted on or before the given date and time to:

Head, CPC

ICMR Headquarters

V. Ramalingaswarni 3hawan, Ansari Nagar, New Delhi - 110029, India.

3. Eligibility Criteria:

- 3.1 The bidder shall be a Government Organization/Public Sector Undertaking (PSU) of Government of India or State Government, having experience in execution of similar works on Project Management Consultancy (PMC)/turnkey basis.
- 3.2 The bidder shall have successfully completed at least 2 similar works during the last 7 (seven) years ending last day of the month previous to the one in which bids are invited.

(Similar works shall mean construction/furnishing/interior works/Modernization in govt. institutional buildings executed on PMC/turnkey basis.)

- 3.3 The bidder should have an average annual financial turnover of not less than 5 crore during the last 3 (three) financial years.
- 3.4 The bidder shall have adequate in-house capability or arrangement for design, planning, supervision, quality control. and project management.
- 3.5 The bidder shall have experience in coordination of multidisciplinary services such as Civil, Electrical and IT systems in similar projects.
- 3.6 The bidder shall not have been blacklisted or debarred by any Government Department/PSU/Autonomous Body as on the date of submission of bid.
- 3.7 The bidder shall submit copies of work completion certificates, work orders, and other relevant documents in support of their experience and eligibility.
- 3.8 The bidder shall have valid PAN. GST registration, and other statutory registrations as applicable.

4. **Documents Comprising the Technical Bid: -**

- 4.1 Copy of certificate of Incorporation (or) company registration certificate.
- 4.2 Copies of GST and PAN registration.
- 4.3 Organization address and contact (telephone & email details)
- 4.4 An undertaking that they agree and abide by the bid documents & amendments (Annexure III).
- 4.5 Self-declaration on letterhead stating that the bidder has not been blacklisted/debarred by any Govt. Department/PSU.
- 4.6 Copies of relevant Work Orders/Agreements along with corresponding Completion Certificates issued by the client/department shall be submitted in support of similar work experience.

5. **Documents Comprising the Financial Bid: -**

Financial Bid form- Bidder should quote the prices in the given format in Annexure-II.

6. **Evaluation Criteria:**

- 6.1 The Technical Evaluation shall be carried out on a pass/fail basis to assess the eligibility of bidders with reference to the prescribed Technical Eligibility Criteria.
- 6.2 Only those bidders who meet all the Technical Eligibility Criteria and whose bids

are found to be substantially responsive shall be declared as Technically Qualified.

- 6.3 The Financial Bids of only technically qualified bidders shall be opened.
- 6.4 The selection of PMC agency shall be carried out under Least Cost Selection (LCS) method, and the bidder quoting the lowest consultancy charges (L1) shall be considered for award of work after ascertaining the technical and financial competence.
- 6.5 In case of a tie in financial bids, the bidder with higher experience in similar works (in terms of value/number) shall be given preference.
- 6.6 The decision of the competent authority in evaluation of bids shall be final and binding, and no correspondence shall be entertained in this regard.

7. Execution & Payment Terms & Condition

- 7.1 The agency charge includes the design, detail drawings and estimates for administrative approval and expenditure sanction. Upon receiving the necessary approvals and sanctions, the agency will commence the work. The agency will commence the work after tendering the work. The supervision and necessary statutory approval are also the part of the agency's charges.
- 7.2 The Agency Charges of the actual cost of work plus taxes subject to maximum sanctioned cost and shall be paid as per progress of the work.
- 7.3 The advance payment of up to 40% of the basic amount including agency charges excluding taxes shall be released to the PMC Agency after the acceptance letter the PMC Agency and the balance payment will be released on completion of entire work on submitting the Invoice for the entire work carried out, the tax compliance GST, TCS, TDS etc. will be done at the time of final bill settlement on completion of entire work by both the parties.
- 7.4 All payments shall be made/released by ICMR to the PMC Agency or vice versa through on electronic transfer of funds and not by way Cheque / DD/ Other instruments.

8 AGREEMENT WITH PMC :-

A Memorandum of Understanding (MoU)/ Agreement, based on the mutually agreed terms and conditions shall be executed by/between the PMC and ICMR after the issue of Acceptance Letter

9. **DEFECTS LIABILITY PERIOD :-**

The period for furniture/fixture and civil works/items shall be two years from the date of handing over of the premises after completion of works and till warranty period for the items. During this period the PMC Agency shall get the defects rectified without any cost to the ICMR.

10. **NO RESPONSIBILITY OF THE ICMR :-**

The ICMR shall not be responsible or accountable to the PMC Agency, the employees, agents, technicians and laborers employed by the PMC Agency who shall work on the project site and its premises and the PMC Agency be exclusively responsible for all such personnel engaged on the works for such matters as payment of salary, wages, bonus, compensation and compensation in the event of death and accident. The vendor will hold responsibility of 'Provident Fund, Employees State Insurance and other statutory liabilities in addition to salary/wages of their employees wherever applicable. There shall be no contractual nexus or privity between the ICMR and the technicians, employees, engineers, architects, laborers and contractors and such personnel shall not be the employees of the ICMR and shall not be liable in any way (employer-employees' relationship, legal and financial) to such personnel who shall be exclusive liability and responsibility of the PMC Agency.

11. **FORCE MAJEURE CLAUSES :-**

The PMC Agency shall not be held responsible for the delays/ stoppage of work due to force majeure conditions like natural calamities, war, etc. and for losses suffered if any, by the ICMR on this account. The PMC Agency shall also not be able in any way to bear such losses and no compensation of any kind whatsoever will be payable by the PMC Agency to ICMR. Suitable force majeure clause shall be incorporated in all the agreements entered in to by the PMC Agency with the contractors/agencies.

12. Disputes Resolution :-

Dispute resolution shall be solved amicably through mutual negotiations or as per the arbitrations norms of Govt. of India.

FINANCIAL BID

From:

To: Head, CPC,
 ICMR Headquarters,
 Ansari Nagar, New Delhi-110029.

Sub: Providing Project Management Consultancy (PMC) Services for
"Construction of Porta Cabin at Roof top at ICMR, Ansari Nagar, New Delhi ".

Dear Sir,

In response to EOI/RFP document for the above work, we hereby quote our Agency Charges (Fee) in percentage (%) toward Project Management, Supervision, Services including Architectural/Structural Services for planning, designing, and Consultancy Services as per the scope defined in the REP documents, as under:

Sl. No.	Particulars	In Percentage (%)
01.	Agency charges as a fixed percentage of "Completion cost of the Project" (Excluding GST as applicable)	TO BE QUOTED

(Signature, name and Designation of authorized person with complete address of PMC Agency/ Organization)

Date:

Place:

(Please affix seal)

Undertaking for Acceptance of Terms & Conditions

(To be submitted on Bidder's Letterhead)

To

[Name of the Authority]

[Address]

Sub: Undertaking for Acceptance of Terms & Conditions of EOI/RFP.

Sir/Madam,

We, the undersigned, hereby declare that we have carefully read and examined all the terms and conditions, specifications, scope of work, and other details contained in the EOI/RFP document for the subject work.

We hereby confirm that we agree to abide by all the terms and conditions stipulated in the said document without any deviation or condition. We further undertake that the bid submitted by us is in conformity with the provisions of the EOI/RFP and is unconditional.

We also confirm that in case of award of work, we shall execute the same strictly in accordance with the terms and conditions of the EOI/RFP document and to the satisfaction of the Employer.

We understand that any deviation or non-compliance found at a later stage may result in rejection of our bid or termination of the contract.

Yours faithfully.

(Signature of Authorized Signatory)

Name:

Designation:

Name of Organization:

Date:

Seal:

**Indian Council of Medical Research
Ansari Nagar, New Delhi – 110029.**

Format for EOI Quote

Sl. No.	Particulars	Rate in Rs.
01.	Providing, fixing, and installing Polyurethane Foam (PUF) panels and structures made from MS tubes	
02.	False ceiling using pre-manufactured gypsum boards	
03.	Finished with indoor and outdoor paint	
04.	Providing and fixing vinyl flooring with cement concrete base	
05.	Providing, fixing, and installing doors and windows	
06.	Providing, fixing, and installing electrical wiring, switches, lights, plugs, etc., complete with testing for porta cabins and workstations	
07.	Providing, fixing, and installing network cables, complete with testing for workstations	
08.	Providing, fixing, and installing modular finish workstations, chairs, and storage units in both porta cabins and workstations	
09.	Providing, fixing, and installing a fire alarm system, complete with testing	
10.	Providing, fixing, and installing split air conditioners, complete with testing	
	TOTAL =	
11.	(+) Agency Charges of (percentage) =	
	18% GST on Agency Charge =	
	Grand Total =	

(Rupees

only.)

[Signature of Authorised Person]

[Seal/Stamp]

Pre-bid Details

DG ICMR is inviting you to join a conference.

Title: Invitation of Expression of Interest (Eoi) cum Request for Proposal (RFP)

Start time: **03 July 2026 03:00 PM Asia/Kolkata**

URL: <https://bharatvc.nic.in/join/5777902106>

Conference ID: 5777902106

Password: 604152