



**महात्मा फुले मागासवर्ग विकास
महामंडळ (मर्यादित), मुंबई**
(महाराष्ट्र शासनाचा अंगिकृत उपक्रम)



१४ए/१४बी, पहिला मजला, मित्तल चेंबर्स, २२८, नरीमन पॉईंट, मुंबई - ४०००२१

प्रस्तावाची विनंती (RFP)

महात्मा फुले मागासवर्ग विकास महामंडळ मर्यादित (महाराष्ट्रातील ४२ कार्यालये) यांच्या सर्व प्रादेशिक व जिल्हा कार्यालयांसाठी एकसमान संरचना उभारणीसाठी सविस्तर प्रकल्प अहवाल (DPR) तयार करण्यासाठी अर्ज मागविण्यात येत आहेत : अधिक माहितीसाठी खालील संकेतस्थळावर भेट द्यावी :

<https://mpbcdc.maharashtra.gov.in>, <https://mahatenders.gov.in>

सही/-
महाव्यवस्थापक

8X5



**MAHATMA PHULE BACKWARD CLASS
DEVELOPMENT CORPORATION LTD., MUMBAI**
(A Government of Maharashtra Undertaking)



14A/14B, First Floor, Mittal Chambers, 228, Nariman Point, Mumbai 400021

Request for Proposal (RFP)

MPBCDC invites applications parties to Prepare Detailed Project Report (DPR) for Establishing a Uniform Structure in All Regional and District Offices of MPBCDC (42 offices across Maharashtra).

For more information visit to this websites :

<https://mpbcdc.maharashtra.gov.in> and

<https://mahatenders.gov.in>

Sd/-
General Manager



MAHATMA PHULE BACKWARD CLASS DEVELOPMENT CORPORATION LIMITED

(Govt of Maharashtra Undertaking)



Request for Proposal (RFP)

for

Appointment of Expert to Prepare Detailed Project Report (DPR) for Establishing a Uniform Structure in All Regional and District Offices of MPBCDC (42 offices across Maharashtra).



RFP DOCUMENT NO: MPBCDC/GM/UO/09/2025

MAHATMA PHULE BACKWARD CLASS DEVELOPMENT CORPORATION LIMITED

(Govt of Maharashtra Undertaking)

Request for Proposal (RFP) for Appointment of Expert to Prepare Detailed Project Report (DPR) for Establishing a Uniform Structure in All Regional and District Offices of MPBCDC (42 offices across Maharashtra).

The Mahatma Phule Backward Class Development Corporation Ltd. (MPBCDC), established in 1978 under the Department of Social Justice and Special Assistance, Government of Maharashtra, implements various financial and welfare schemes to improve the standard of living of the backward class communities in the State by facilitating employment and self-employment opportunities. These include Self-Employment Loan Schemes, Educational Loan Schemes, and other financial assistance programmes.

In line with the recent directive and to ensure standardization, uniformity, and branding across its operations, **MPBCDC intends to appoint a reputed Interior Design Consultancy Firm for planning and execution of standardized interior design works across all 42 MPBCDC offices in Maharashtra.** The design must be aligned with MPBCDC's institutional identity and adhere to the space utilization norms and layout directives issued by the Government.

This Request for Proposal (RFP) is aimed at selecting a professional consultancy firm with experience in designing and executing interior fit-outs for government or corporate offices of similar scale. The scope includes preparation of design concepts, 3D visualizations, layout plans, BOQs, color schemes, branding elements, and supervision guidelines for execution.

The selected agency will be responsible for ensuring uniformity in interior design across all MPBCDC offices, including furniture planning, signage systems, branding displays, visitor interface areas, and employee workspace layout. The objective is to improve workplace aesthetics, functionality, and efficiency, while reinforcing MPBCDC's mission and values through its physical spaces.

MPBCDC Ltd. now invites sealed proposals from experienced and reputed Interior Design Consultancy Firms/Agencies for this assignment. Interested agencies may obtain the RFP document from **24/09/2025 to 09/10/2025 up to 15:00 hours.** The **last date for submission is 09/10/2025 at 15:00 hours.** Detailed RFP and submission guidelines can be viewed on the official website: <https://mpbccdc.maharashtra.gov.in> /<https://mahatenders.gov.in>

General Manager

MPBCDC



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SECTION – I

DETAILED INVITATION TO OFFER NOTICE



1.0 Notice Inviting Tender

Name of work	EMD Amount (Rs)	Period of Work	Tender Document Cost (Rs)
Providing Interior Design and Services for the Mahatma Phule Backward Class Development Corporation (MPBCDC) all 42 Offices.	₹50,000/-	2 months (from the date of work order)	₹ 5000/- plus 18% GST.

This proposal is intended for the **selection of a qualified bidder for Appointment of Expert to Prepare Detailed Project Report (DPR) for Establishing a Uniform Structure in All Regional and District Offices of MPBCDC (42 offices across Maharashtra)**. The objective is to create functional, modern, and inclusive workspaces that reflect the Corporation's commitment to social empowerment and service excellence.

The selected bidder will be responsible for delivering aesthetically designed and ergonomically efficient office interiors that enhance operational productivity, facilitate public interaction, and support digital and administrative functions. The scope includes design, supply, installation, and commissioning of modular furniture, lighting, branding elements, storage solutions, and other allied works as required.

Through this initiative, MPBCDC aims to standardize its office infrastructure across the state to provide a **uniform, accessible, and beneficiary-friendly environment**, aligning with the Corporation's broader vision of empowering Scheduled Castes, Neo-Buddhists, Safai Karmacharis, and other backward class communities.



1.1 The time schedule for various bidding phases is given in the detailed e-tender notice, which is also available on the website as part of the bid document.

TIME SCHEDULE OF OPENING OF THE e-TENDER		
1.	e-Tender No.	MPBCDC/GM/UO/09/2025
2.	Name of Work	Appointment of Expert to Prepare Detailed Project Report (DPR) for Establishing a Uniform Structure in All Regional and District Offices of MPBCDC (42 offices across Maharashtra).
3.	MODE OF TENDER	Open and e-Tender System Online submission of through https://mahatenders.gov.in
4.	Date of publication of RFP through publication in MPBCDC LTD websites and https://mahatenders.gov.in	24/09/2025
5.	Date of availability for the bidders to download the documents.	24/09/2025
6.	Pre-Bid Meeting	Time: Sep 30, 2025, 11:30 AM Mumbai, Kolkata, New Delhi Join Zoom Meeting https://zoom.us/j/94283734971?pwd=9UzY0lgrz1kaqjLt4oRt5Mbk3Hx213.1 Meeting ID: 942 8373 4971 Passcode: 013574
7.	Last Date & Time of Submission of RFP at https://mahatenders.gov.in and the address mentioned above	09/10/2025 at 15:00 Hours
8.	Date and time of opening of RFP	13/10/2025 at 16:00 Hours (if possible)



Instruction to Bidders

1. To view-Tender Document, Notice, Detailed Time Schedule, Tender Document for any Tender and subsequently purchase the Tender Document and its supporting documents, kindly visit following e-Tendering website of Government of Maharashtra: <https://mahatenders.gov.in>
2. Bidders should enroll themselves in <https://mahatenders.gov.in> (<https://mahatenders.gov.in/nicgep/app?component=%24WebHomeBorder.%24WebRightMenu.%24DirectLink&page=Home&service=direct&session=T>)
3. Bidder should have **Class-3 Digital Signature** for the submission of Bids.
4. To purchase a Class 3 digital signature online in India, you can visit websites like eMudhra, ID Sign, or Signyourdoc, which offer various options for individuals and organizations, including signing-only, encryption, and combo certificates with different validity periods. <https://emudhradigital.com/>
5. For new bidders pls go through below video link for more details of enrollment <https://www.youtube.com/watch?v=JzU117fCSTk>
6. If bidder facing Digital sign issue at the time enrollment or after login - <https://www.youtube.com/watch?v=njbZRuh-koM&list=PL2kwwg9QSaSkpCp1ItGgi4b5BNhTwNOLNo> or <https://www.youtube.com/watch?v=Z85aG4LpqtY>
7. To search MPBCDC tenders Select **Organisation** as “**Social Justice and Special Assistance**” Under its **Sub-Department** as “**MAHATMA PHULE BACKWARD CLASS DEVELOPMENT CORPORATION**”.
8. For new bidders kindly go through the **Bidders Manual Kit** <https://mahatenders.gov.in/nicgep/app?page=BiddersManualKits&service=page> particularly **Registration of Bidders** document.
9. For FAQ's pls go through <https://mahatenders.gov.in/nicgep/app?page=FAQFrontEnd&service=page>
10. For EMD and Tender fees payments Bidders who are required Internet banking facility only (No Debit/ Credit card, UPI or any other payment option is allowed).
11. For paying EMD and Tender Fees through Net Banking using other banks (**Other than SBI Bank**) we are requested to make online payment **four days in advance**.
12. From 15th August 2024 application fees of **Rs 500** per bid shall be charged from the bidders by Government of Maharashtra.
13. For **online Payment related issues**, kindly send an email with Bank Reference Number to this email ID merchant@sbi.co.in for clarifications.
14. For any technical related queries please call at **24 x 7 Help Desk Numbers** as below 120-4001, 0120-4001 005, 0120- 4493395

International Bidders are requested to prefix 91 as country code



14. **E-Mail Support**

For any Issues or Clarifications relating to the published tenders, bidders are requested to contact the respective Tender Inviting Authority **Technical** - support-eproc@nic.in

15. MPBCDC shall not be liable for any postal delays whatsoever in receipt of RFP documents. RFP received after the stipulated date and time shall not be entertained.

16. MPBDCDC will not be responsible for any cost or expenses incurred by the Applicant in connection with preparation or delivery of RFP.

17. MPBCDC reserves the right to negotiate with any or all, accept or reject any or all of the bids received or annul this process at any time without assigning any reason whatsoever.

18. All bidders are hereby cautioned that the e-TENDER containing any deviation from the contractual terms and conditions, and other requirements and **CONDITIONAL** e-TENDER shall be rejected.

19. Stretches against which Application(s) are received within due date (or any extension thereof) shall be deemed closed for evaluation. However, stretches against which no Application is received may be extended for Application submission and notification for the same shall be updated in website link mentioned.

20. MPBCDC reserves the right to negotiate (through single or multiple rounds of negotiations) the price/rate with any or short-listed or all the intending Applicant(s).

21. The unilaterally revised offer/rates received from the Applicants, after conclusion of the process of negotiations, shall not be entertained under any circumstances.

22. Conditional bids shall be rejected.

23. Canvassing in any form will automatically disqualify the respective offer/bids submitted.



SECTION – II

DEFINITIONS AND RFP DATA



DEFINITIONS:

2.0 MPBCDC:

MPBCDC shall mean the “MAHATMA PHULE BACKWARD CLASS DEVELOPMENT CORPORATION”, MUMBAI acting through its Managing Director.

The Headquarter of the MPBCDC is Mumbai.

The functions and powers of the MPBCDC have been provided in the Memorandum of Association & Articles of Association. In general, it has been entrusted with the work of accelerating the economic upliftment of the economically weaker families belonging to the Backward.

2.1 REGISTERED ADDRESS FOR COMMUNICATION

MPBCDC LTD (A Govt. of Maharashtra Undertaking) 14A/14B, First Floor, Mittal Chambers, 228, Nariman Point, Mumbai 400 021.

2.2 WEBSITE:

Web Site means official web sites for e-tendering having following web addresses: <https://mahatenders.gov.in> and www.mpbcddc.maharashtra.gov.in

2.3 APPLICANT: Bidder

Any Firm that is a partnership, limited liability partnership(Bidder), Private Limited Company, or Public Limited company, and having experience of

2.4 EXECUTIVE DIRECTOR

Executive Director shall mean General Manager of MPBCDC Ltd.

2.5 COMPETENT AUTHORITY:

Competent Authority shall mean the Managing Director of MPBCDC Ltd.

2.6 BIDDER:

Bidder shall mean the registered firm who enters contract with the MPBCDC and shall include their executors, administrators, successors and submitted assignees.



2.7 CONTRACT:

Contract shall mean and include following documents.

RFP Document and information data submitted by bidder.

Related agreements as a part of this bid process

2.8 WORK:

Work shall mean the work to be executed in accordance with Scope of Work of Contract.

2.9 Backward Class

The term backward class for the purpose of this RFP shall include scheduled castes, tribes and any other disadvantaged class as notified by Government of Maharashtra from time to time

**RFP DATA AT A GLANCE:
SUMMARY**

Sr. No.	Particulars	Details
1	Name of work	Providing Interior Design and Services for the Mahatma Phule Backward Class Development Corporation (MPBCDC) all 42 Offices.
2	Tender Document Cost Rs.	₹ 5000/- plus 18% GST.
3	Earnest money (EMD)	₹50,000/-
4	Mode of payment Tender Document Cost, EMD, and Vendor Registration Fee.	Tender Document Cost, E.M.D and Vendor Registration Fee. amount shall be paid through E- payment gateway on website https://mahatenders.gov.in
5	Performance Bank Guarantee (PBG)	5 % of contract/payable value in the form of BG.
6	Mode of Submission of Tender	Online mode only
7	Any addendum / corrigendum /cancellation	Any addendum/corrigendum/cancellation of above tender will be published on the web-site https://mahatenders.gov.in
8	Bid Documents	Bid Documents consisting of, information and eligibility criteria, plans, specification and schedule of quantities of the works are available on web-site https://mahatenders.gov.in And the set of terms and conditions of contract and other necessary documents can be seen on the web-site till last date of sale and receipt of tender papers. Interested Bidder may obtain further information at the web-site Portal https://mahatenders.gov.in
9	Bid Documents acceptance period	The bid for the work shall remain open for acceptance for a period of 120 days from the date of opening of Price bids. If any Bidder withdraws his bid/ offer



		before the said period or makes any modification in the terms and condition of the bid, the EMD at the time of submission of tender shall stand forfeited.
10	Other details	Other details including details of Portal Registration, Submission of bid, Re-submission and withdrawal of bid can be seen in the bidding documents which is available in website https://mahatenders.gov.in
11	Documents to be uploaded	The PDF copies of original Documents should be uploaded on the above mentioned web-site and should be produced in the verification on demand after opening of the Technical Bid. The Bidders who participated in the on-line bidding can witness opening of the bid from any system logging on to the portal https://mahatenders.gov.in
12	Tender Acceptance Authority	Managing Director, MPBCDC LTD.



SECTION – III

GENERAL INSTRUCTIONS TO BIDDER



INSTRUCTIONS FOR BIDDER IN RESPECT OF BIDDING PROCESS

3.1.0 INFORMATION AND INSTRUCTION TO BIDDERS

3.1.1. The Online e-Tenders are invited by the MPBCDC LTD from reputed and experienced agencies for Providing Interior Design and Services for the Mahatma Phule Backward Class Development Corporation (MPBCDC) all 42 Offices for MPBCDC as per the Scope of Work mentioned in Section -IV.

3.1.2. The Applicant should download the Main e-Tender Document from the website. <https://mahatenders.gov.in>

3.1.3. The Online forms of master filter should be filled in completely and all questions should be answered. All information requested for in the enclosed forms should be furnished against the respective columns in the form. If any particular query is not relevant, it should be stated as “Not Applicable”. Any other blank/ Only ‘dash’ replies will be treated as incomplete information. All applicants are cautioned that incomplete information in the application or any change(s) made in the prescribed forms will render the application to be treated as non-responsive.

3.1.4 The Main e-Tender Document shall be typed on applicant’s letterhead and uploaded the scanned copy.

3.1.5 Any overwriting or correction shall be attested. All pages of the Main e-Tender Document shall be numbered and should be submitted as a package with a signed letter of transmittal.

3.1.6 All the information must be filled in English language only.

3.1.7 Information and certificate(s) furnished along with the application form (the respective application that vouches to the suitability, technical know-how and capability of the applicant) should be digitally signed by the applicant.

3.1.8 The applicant is encouraged to attach any additional information, (PDF copies of similar job orders which were already carried out, in regard to his capabilities). No further information will be entertained after submission of the Main Tender Document unless it is requested by MPBCDC LTD.

3.1.9 The Main e-Tender Document in prescribed forms as required in this booklet duly completed and signed should be uploaded on web site along with all relevant documents. The documents submitted in connection with the pre-qualification shall be treated as confidential and will not be returned. The cost incurred by the applicant in preparing this offer, in providing clarification or attending discussions, conference in connection with this document, shall not be reimbursed by the MPBCDC LTD under any circumstances.



3.2.0 METHOD OF APPLYING

3.2.1 If the application is made by a firm in partnership, it shall be digitally signed by all Partners of the firm giving their full Typewritten names and current addresses or by a partner holding valid power of attorney on behalf of the firm by signing the application, in which case a certified copy of the power of attorney shall accompany the application. A certified copy of the partnership deed, current address of all the partners of the firm shall also accompany the application.

3.2.2 If the application is made by a bidder, it shall be digitally signed by a duly authorized person holding the power of attorney for signing the application, in which case a certified copy of the power of attorney shall accompany the application. Such Bidder may be required to furnish satisfactory evidence of its existence before the pre-qualification is awarded.

In case of Private/ Public Limited company, it shall be digitally signed by a duly authorized person supported by copy of board resolution.

3.2.3 The application shall be signed to be legally binding on all partners.

3.3.0 REVISION OR AMENDMENT OF TENDER DOCUMENTS: All Rights are reserved to revise or amend the tender document released on website, prior to time specified in time schedule for main e-tender preparation. Any further revisions or amendments or time extensions shall be communicated to all concerned by e-mail and as may be displayed on the website.

3.4.0 EARNEST MONEY:

All Bidders shall pay the entire E.M.D. & payment shall be made through E-payment gateway.

3.5.0 REFUND/ CONVERSION OF EARNEST MONEY

After acceptance of the offer of successful Bidders, the E.M.D. of other Bidders will normally be refunded. In the case of a successful Bidder, the earnest money will be refunded after signing of contract documents or it will be converted into a Performance Bank Guarantee, if requested by the Bidder. Earnest money amount shall not carry any interest whatsoever.

3.6.0 MANNER OF SUBMISSION OF TENDER AND ITS ACCOMPANIMENTS:

Main Tender Documents are to be prepared and submitted online. Also, they have to be downloaded from the web site, filled in completely and uploaded on the web site by scanning & digitally signing wherever necessary.

The detailed step by step procedure for uploading the Main Tender Documents, required Tender papers, Payment of Tender fee, and E.M.D through E payment Gateway is available on the e-Tendering website <https://mahatenders.gov.in>

Bidders have to follow the instructions given on the above web site for filling up Main Tender Forms Online.



3.7.0 CONFLICT OF INTEREST

- a) The selected Firm should provide transparent, professional, objective and impartial service and hold MPBCDC's interest paramount with utmost integrity.
- b) The selected Firm shall not deploy former contractual employees who have served MPBCDC.
- c) Non-disclosure of such an association will lead to termination of the Agency.
- d) In view of the conflict of interest, the bidder having relation in whatsoever manner with any Key Resource Person / Key Resource Institution or the Member of MPBCDC Task Force shall be barred from applying to the said RFP.

3.7.1 THE BIDDER SHALL SUBMIT DOCUMENTS LISTED BELOW (with Technical Bid)

1. The scanned and signed copies of certificate of incorporation, MoA, AoA, Registration certificate, of the firm whichever is applicable as eligibility even though submitted earlier while issuing the main RFP booklets. Certificates should be valid on the date of application.
2. Scanned and signed copy of Income Tax Returns for last Three financial years of the firm. No need to submit if the firm is new.
3. Scanned copy of the Partnership deed or Certificate of incorporation and object of coop society or Article of Association (AoA) and Memorandum of Association (MoA) for Bidder / Pvt or Ltd Company.
4. Scanned copy of Power of Attorney/ board resolution authorizing Partner/Director to act on behalf of the firm.
5. All documents required to be submitted shall be sealed and self- attested and If required, original copies shall be made available for verification in due course.
6. Undertaking duly signed on letterhead of the firm and scanned copy in ANNEXURE's.
7. Scanned self-attested copies of all the work orders if any issued for similar work by the Government of Maharashtra Public Sector Undertakings or Organizations/ Companies of Government of Maharashtra.
8. Scanned Copy of duly signed RFP offer indicated both in figures and words, to be submitted separately as a Price Bid.
9. Signed and scanned copy of all pages of RFP bid documents.
10. The Main RFP forms are available on the e-Tendering website of Govt. of <https://organizations.maharashtra.nextprocure.in> The aspiring Bidders will have to download the Main RFP Booklet from the website mentioned above. While submitting the dully filled Main RFP Documents the Bidders are required to Deposit RFP Fee ₹ 5000/-+GST (Rs Five Thousand only) through "E- Payment Gateway" and E.M.D. ₹50,000/- (Rs. Fifty thousand only) payable through "E- Payment Gateway" available on above mentioned website.
11. Scanned copies of All ANNEXURES AS PER SECTION VI (Duly Signed and Affixed with Firm Seal).
12. Supporting documents issued by Competent Authority must be uploaded for all information given in prescribed proforma.

3.8.0 CLARIFICATIONS: The clarification (s), if any, may please be sought from the GM of MPBCDC Ltd MUMBAI. (Email:gm@mpbcd.in)



3.9.0 INSTRUCTIONS TO BE CONSIDERED WHILE QUOTING RFP OFFER

3.9.1 The Bidder should quote the offer in the form of value in Indian Rupees at appropriate place in Commercial Form both in figures & words. The contractor shall quote for the work as per details given in the main tender viz conditions, special conditions of contract, specifications, common set of conditions issued/ additional stipulations made by the MPBCDC LTD which will be available at the e-tendering portal from time to time.

3.9.2 GOODS & SERVICE TAX:

The Tender rates are inclusive of all taxes.

3.9.3 CONDITIONAL OFFER:

Conditional offers will be summarily rejected. The Tenders which do not fulfill any of the conditions of the notified requirements laid down in this detailed tender notice, the general rules and directions for the guidance of the Bidders as mentioned in the Tender form or are incomplete in any respect are likely to be rejected without assigning reasons there for.

3.9.4 VALIDITY FOR 120 DAYS:

The offer shall remain valid for a period of 120 (One Hundred Twenty) days from the date of the opening of Price Bid and thereafter until it is withdrawn by notice in writing by the Bidder. Such notice shall be sent by Registered Post Acknowledgment Due (RPAD) General Manager. If the acceptance offer is not communicated within 120 days and if the offer is withdrawn by the contractor earnest money shall be refunded in full.

3.10.0 OPENING OF COMMERCIAL OFFER & EVALUATION

On the date specified in the time schedule, the tender opening authority will open the tender. Following procedure will be adopted for opening of the tender.

3.10.1. The Competent Authority will open all the Bids received (except those received late), including modifications in the presence of the Bidders or their representatives who choose to attend at the specified date & time. In the event of the specified date of Bid opening being declared a holiday for the Competent Authority, the Bids will be opened at the appointed time and location on the next working day.

3.10.2. The financial bid will be opened only after completion of technical evaluation. The financial bid of only those bidders will be opened, who have technically qualified.

3.10.3. The Competent Authority shall prepare minutes of the Bid opening, including the information disclosed to those present.

3.11.0 PROCESS TO BE CONFIDENTIAL



3.12.0 A substantially responsive Bid is one which conforms to all the terms, conditions, and specifications of the Bidding documents, without material deviation or reservation. A material deviation reservation is one (a) which affects in any substantial way the scope, quality, or performance of the Works; (b) which limits in any substantial way, inconsistent with the Bidding documents, the Competent Authority's rights or the Bidder's obligations under the Contract; or (c) whose rectification would affect unfairly the competitive position of other Bidders presenting substantially responsive Bids.

3.13.0 If a Bid is not substantially responsive, it will be rejected by the Competent Authority, and may not subsequently be made responsive by correction or withdrawal of the nonconforming deviation or reservation.

3.14.0 ACCEPTANCE OF OFFER:

Before acceptance, the successful Bidder will be called for negotiation by appropriate officers of MPBCDC LTD. The documents related to such negotiations along with modified offer of the successful Bidder if any shall also form the part of contract. After such negotiations the acceptance of the offer may be intimated to the bidder by email.

Such intimation shall be deemed to be an intimation of acceptance of offer. Bidder whose offer is accepted will have to complete the contract signing & formalities within 15 days from the date of intimation. In the event of failure of the Bidder to sign the agreement within the stipulated time, the earnest money, paid by Bidder shall be liable to be forfeited. The acceptance of the offer shall also be liable to be considered as withdrawn. In that event the work will be awarded to next or any other contractor to whom the MPBCDC LTD considers suitable. Tender Acceptance Authority reserves the right to reject any or all offers in full or part without assigning any reasons.

3.15.0 SIGNING OF TENDER DOCUMENTS:

Successful Bidder will have to sign the contract with MPBCDC LTD. The documents/information submitted by the bidder during Offer Evaluation related to negotiations shall also form a part of contract.

3.15.1 FORFEITURE OF E.M.D. & CANCELLATION OF LETTER OF ACCEPTANCE

Letter of acceptance given to successful Bidder shall stand cancelled & its E.M.D will be forfeited in following events and under such circumstances Tender Acceptance Authority may consider next lowest Bidder, if he is found suitable.

- 1) Successful Bidder fails to give various undertakings & declarations given in tender document.
- 2) Successful Bidder fails to sign contract in PRESCRIBED PROFORMA.

3.16.0 OTHER GENERAL CONDITIONS

- 1) Completed documents can be submitted on the website <https://mahatenders.gov.in> Incomplete Schedules/ Forms and without necessary details & enclosures are liable to be rejected.



- 2) The language for submission of document shall be English.
- 3) The enclosed Annexure shall be filled in completely and wherever not applicable it should be written as Not Applicable.
- 4) The person signing the document submission on behalf of the Applicant shall enclose Power of Attorney duly authorized and notarized for the same.
- 5) Financial data should be given in Indian Rupees only.
- 6) In case the Applicant intends to give additional information for which specified space in the given format is not sufficient, it can be furnished in an enclosed sheet.
- 7) All the pages of this document and Annexure should be signed and corrections should be countersigned by the authorized signatory. No overwriting is permitted.
- 8) MPBCDC LTD reserves the right to cross check and confirm the information details furnished by the applicants in the document by making suitable communication with the concern authorities.
- 9) MPBCDC LTD reserves the right to annul the Tender Document process, or to accept or reject any or all the proposals in whole or part at any time without assigning any reasons and without incurring any liability to the affected Bidder(s) or any obligation to inform the affected Bidder(s) of the grounds for such decision.
- 10) The document incomplete in any respect or without supporting documents will be treated as non-responsive and is liable for rejection.

3.17.0 FINAL DECISION-MAKING AUTHORITY

The Competent Authority of MPBCDC LTD reserves the right to accept or reject any or all the offers in part or full for this Tender without assigning any reasons thereof and his decision will be final.

3.17.1 PENALTY CLAUSE

If the Concept Plan is not developed as per the MPBCDC guidelines, maximum up to 10% of the contract value shall be considered as maximum penalty for breach of Contract Agreement conditions or unsatisfactory performance and/ or delay in adhering to the prescribed timelines to achieve the milestones prescribed for completion of Scope of Work.

3.18.0 AMENDMENT OF TENDER DOCUMENTS:

- 1) At any time prior to the deadline for submission of tenders, MPBCDC LTD for any reason whether at their own initiative or in response to a clarification required by any prospective Bidders may modify the Tender Documents.



- 2) The amendment shall be part of the Tender Documents and will be notified by publication in the MPBCDC LTD and will be binding on the prospective Bidders.
- 3) All the intending Bidders are advised to keep a close watch on the website of MPBCDC LTD in their own interest.

3.19.0 GENERAL TERM AND TERMINATION

This Agreement shall become effective upon signing and shall terminate upon breach of the agreement.

In case any information mentioned in the body of the agreement and in the attached ANNEX is misleading and/or incorrect, this agreement will be terminated immediately. Party sharing the misleading/misinformation will be accountable to pay any and all damages incurred to the other Party as the result of mislead and/or misinformation. Any breach of terms & conditions on the part of Contractor shall be liable for termination of this contract by MPBCDC LTD by serving notice of 30 days & in such case the contract shall stand terminated on the expiry of the said notice period.

3.20.0 FORCE MAJEURE

No Party to this Agreement is responsible to any other Party hereto for non-performance or delay in performance of the terms and conditions hereof due to acts of God, acts of governments, riots, wars, strikes, fires, floods, explosions, pandemics, quarantine periods, court orders or similar causes beyond the control of the affected Party.

3.21.0 MUTUAL DISCUSSIONS

In the event of a dispute or difference of any kind whatsoever shall arise between the Parties in connection with or arising out of this Agreement or the breach, termination or validity hereof, the Parties shall endeavor to resolve such dispute in good faith in the first instance within 30 (thirty) days of the notice of such a dispute by mutual discussions between the Parties.

3.22.0 ARBITRATION

In the event of failure to resolve dispute/ differences related to Contract/Agreement and relating to interpretation of the clauses therein the parties are hereby agreed for its resolution / Adjudication etc. by referring it to the Institutional Arbitration established /recognized by the State Govt/Central Govt. and the dispute can be get resolved within the framework of the Arbitration Act 2015 and in terms of rules and regulations of such institutional arbitration such as Mumbai centre of Arbitration etc.

3.23.0 CONFIDENTIALITY

All plans, design calculations, studies, data, maps, drawings and specifications prepared by the Bidder in connection with the services to be provided by the Bid Advisory Services under the Contract shall be the property of the Owner. As and when required or upon termination of the



contract, the aforesaid documents, prepared specifically for this project (including originals) shall be handed over to the Owner.

The Bidder shall take all necessary steps to ensure confidential handling of all matters pertaining to plans, designs, drawings, specifications, method, and any other information developed or acquired by him from the MPBCDC under terms of the Contract.

3.24.0 LIQUIDATED DAMAGES

For any delay attributable to the bidder, beyond the scheduled date of completion of various activities as per the agreed time schedule, liquidated damages shall become livable at ½% (one half of one percent) per week of delay on the specific milestone activities under the part or work assignment. The total liability of the bidder under this clause shall not exceed 10% (Ten percent) of the annual contract value.

The liquidated damages shall stand recoverable from progressive amount payable to the consultant no sooner it becomes due in case any items of work have remained incomplete beyond the scheduled completion period irrespective of the fact on whose account such delay has taken place. This amount recovered from the Bidder shall be reimbursed if, after completion of all works, it is satisfactorily demonstrated to the MPBCDC that such delay had occurred due to no fault of the Bidder.

3.25.0 TERMINATION OF CONTRACT

The MPBCDC may by giving not less than Thirty (30) days written notice of termination to the Bidder, terminate this Agreement upon the occurrence of any of the events specified in paragraphs (a) through (e) below: -

- a.If the Bidder fails to remedy a failure in the performance of his obligations hereunder, as specified in a notice of suspension/termination pursuant thereof, within Thirty (30) days of receipt of such notice of suspension or within such further period as the MPBCDC may have subsequently approved in writing or
- b.If the Bidder becomes insolvent or bankrupt or enter into any agreement with his creditors for relief of debt or take advantage of any law for the benefit of debtors or go into liquidation or receivership whether compulsory or voluntary; or
- c.If MPBCDC found that the bidder has provided the false & wrong information while bid submission; or
- d.If the Bidder submits to the MPBCDC a statement which has an effect on the rights, obligations or interests of the MPBCDC and/or which the Bidder knows to be false; or
- f.If as the result of a Force Majeure Event, the Bidder is unable to perform the Services for a period of not less than Thirty (30) days, or
- g.If MPBCDC found any defect/inadequacy/errors/inability/non-competency etc. in the Bidder in relation to the performance of the Services which are not in accordance to the Good Industry Practices or the provisions of this RFP, or



h.If the MPBCDC, in its own discretion and for any reason whatsoever, decides to terminate this Agreement.

3.26.0 RIGHT OF FIRST REFUSAL (ROFR)

A.

T

The Successful Bidder will have absolute Right of First Refusal (ROFR) whenever MPBCDC considers outsourcing of Service Maintenance Work. Notwithstanding the actual circumstances that may arise, following conditions will attract exercise of ROFR by the successful bidder-

I- The successful bidder being L1 and having commenced the work is unable to complete the work or achieve desired milestones. At the time of exercise of ROFR, the bidder shall submit revised plan at its own cost and peril to the competent authority as a remedial measure.

II- In case the competent authority wishes to engage a new channel partner/ knowledge partner/ technology partner for any reason whatsoever, the successful bidder exercising ROFR should be given first opportunity to bring technology knowhow or any other resources as desired by competent authority, failing which the CA may proceed as follows.

B. ROFR shall be considered, where the difference in the quote between the lowest and the quote of the CA is not more than 10% (Ten Percent). Further, selected channel partner bidder, if more than one in specific range of consideration, then the process of reverse bid/auction, shall be followed by submission of revised commercial bid through e-Tendering process. However, the number of eligible bidders participated in reverse bidding shall not be more than 50% (Fifty Percent) or 3 bidders in any bid, whichever is higher.

C. The successful bidder who has participated in the tender process and more so, despite the express terms in the tender documents in the tender documents, validity whereof has not been challenged, the successful bidder shall acquire a 'Right of First Refusal', in the tender process in respect of L1 or to complete the additional/increased scope of work in any particular bid or to complete the portion of work withdrawn from the L1 contractor to be assigned to the Channel Partners.

D. Negotiations: Negotiations shall be with successful bidder only as per the CVC Guidelines expert there shall be no bar in respect of operationalization of ROFR clause and where in the tender document, a specific condition is provided.



SECTION – IV

SPECIAL TERMS AND INSTRUCTIONS TO BIDDER



4.0 Introduction

The Mahatma Phule Backward Class Development Corporation Ltd. (MPBCDC), established in 1978 under the Department of Social Justice and Special Assistance, Government of Maharashtra, implements various financial and welfare schemes to improve the standard of living of the backward class communities in the State by facilitating employment and self-employment opportunities. These include Self-Employment Loan Schemes, Educational Loan Schemes, and other financial assistance programmes.

In line with the recent directive and to ensure standardization, uniformity, and branding across its operations, MPBCDC intends to appoint a reputed Interior Design Consultancy Firm for planning and execution of standardized interior design works across all 42 MPBCDC offices in Maharashtra. The design must be aligned with MPBCDC's institutional identity and adhere to the space utilization norms and layout directives issued by the Government.

This Request for Proposal (RFP) is aimed at selecting a professional consultancy firm with experience in designing and executing interior fit-outs for government or corporate offices of similar scale. The scope includes preparation of design concepts, 3D visualizations, layout plans, BOQs, color schemes, branding elements, and supervision guidelines for execution.

The selected agency will be responsible for ensuring uniformity in interior design across all MPBCDC offices, including furniture planning, signage systems, branding displays, visitor interface areas, and employee workspace layout. The objective is to improve workplace aesthetics, functionality, and efficiency, while reinforcing MPBCDC's mission and values through its physical spaces.

4.1 Scope of work:

Scope of Work for Interior Design Consultant

1. Preliminary Assessment and Site Understanding

Visit sample MPBCDC office sites (urban, semi-urban, and rural) to understand layout variations. Study existing conditions including dimensions, electrical points, ventilation, accessibility, and structural limitations. Collect requirements from MPBCDC HQ related to branding, aesthetics, employee needs, and service standards.

2. Conceptual & Detailed Interior Design

- i. Develop a standardized interior design theme applicable to all 42 offices, reflecting MPBCDC's identity.
- ii. Prepare 2–3 concept design options including mood boards, material palettes, color schemes, and furniture layouts.
- iii. Finalize one design concept based on feedback from MPBCDC.
- iv. Create detailed drawings including:
- v. Space planning and partition layout



- vi. Furniture layout
- vii. Ceiling design
- viii. Lighting layout
- ix. Electrical and LAN layout
- x. HVAC layout (if applicable)
- xi. Flooring design and wall finishes
- xii. Signage and branding elements

3. Cost Estimation & Budgeting

Prepare a Detailed Estimate and Bill of Quantities (BOQ) for each office type (urban/rural models).

Provide item-wise specifications and cost benchmarking as per current market rates and PWD norms.

Assist MPBCDC in finalizing budget allocation per office.

4. Design Approval Process

- i. Coordinate with MPBCDC HQ for internal approval processes.
- ii. Present designs and estimates to department officials or committees as required.
- iii. Incorporate feedback and resubmit revised drawings/documents until final approval.

5. Good for Construction (GFC) Drawings

- i. Prepare GFC drawings incorporating all approved designs, service layouts, material specs, and installation details.
- ii. Submit GFC sets for each office in editable and PDF format.
- iii. Ensure GFCs are ready for tendering and implementation by respective civil agencies or contractors.

6. Implementation Support (Optional / as required)

- i. Respond to queries during tendering or execution stage.
- ii. Vet samples and shop drawings submitted by contractors.
- iii. Conduct periodic design audits or provide virtual/onsite guidance during execution (if specified in contract).



7. Deliverables

- i. Standardized interior design for all MPBCDC offices
- ii. Detailed BOQs and estimates
- iii. Design concept presentations and 3D views (for HQ and 1 model office)
- iv. GFC drawings (in AutoCAD and PDF)
- v. Approval documents and technical notes
- vi. Soft and hard copies of all drawings and documents



SECTION – V

BID ELIGIBILITY CRITERIA



5.1 Technical Qualification and Eligibility

Sr. No.	Criteria	Supporting Document
1	<p>Legal Entity: The consultant / bidder company shall be a Sole Proprietary firm duly Registered / duly Registered Partnership firm under Indian Partnership Act, 1932 (as amended till date) / Limited Liability Partner (LLP) firm duly established under Limited Liability Partnership Act 2008 (as amended till date) / Company incorporated under Companies Act-1956 or Companies Act-2013</p>	<p>Certificate of Incorporation/ registration under companies Act, 1956 or partnership firm registered under Partnership Act. Memorandum and article of Association</p>
2	<p>The bidder should have in its name PAN (Permanent Account Number) and GST Registration Number in India</p>	<p>Copy of the PAN Card and GST Certificate signed by Authorized Signatory of the Bidder</p>
3	<p>Financial: Turnover -The Bidder should have at least average turnover of INR 50.00 Lacs in the last three years. (FY 2021-2022, FY 2022-2023, and FY 2023-2024). <i>(To this criterion, standalone turnover of only the bidding entity will be considered. Turnover of any parent, subsidiary, associated or other related entity will not be considered).</i></p>	<p>CA Certificate with CA Registration Number/ Seal clearing mentioning the Turnover or Audited Balance Sheet</p>
4	<p>Project Experience: The Bidder should have carried out and completed any 2 out of the 4 eligible assignments of Interior Design Consultant Services for similar work as mentioned below: Govt. Offices, Commercial, or Corporate Building duly completed and handed over, with a minimum cumulative construction area of 50,000 Sq. m., out of which there should be one single work of at least 10,000/- Sq. M. in Maharashtra, over the past 10 years. AND Govt. Offices, Commercial, or Corporate Building duly completed with single client, over the past 10 years and handed over, with a minimum cost of Rs. 05 Crores in Maharashtra.</p>	<p>Work Orders / Service Agreement or Completion or Partial completion Certificate from the client.</p>
5	<p>The Bidder should have Established office in Maharashtra.</p>	<p>Rent/ Lease agreement/ ownership details of office</p>
6	<p>The Bidder should have Min. 10 In- house Staff. excluding Freelance and Consultant.</p>	<p>Undertaking from bidder</p>



SECTION – VI

BID EVALUATION



6.0 Bid Evaluation:

6.1 Evaluation of Technical Proposal:

After ensuring the eligibility as stipulated, the Technical Proposal will be evaluated based on Applicant's experience, its understanding of TOR, proposed methodology and Work Plan, and the experience of Key Personnel. Only those Applicants whose Technical Proposals score 75 marks or more out of 100 shall qualify for further consideration and shall be ranked from highest to the lowest based on their Technical Score (ST).

The scoring criteria to be used for evaluation shall be as follows:

Sr. No.	Evaluation Criteria	Points
1. Financial Capabilities		
	The Bidder should have an average annual Turnover of Minimum Rs. 0.5 Cr. for the last 3 Financial Years	(10 max)
	Above Rs.1 Cr.	10
	> Rs. 0.5 Cr. – Rs. 1 Cr.	7
	>= 0.5 Cr.	5
Total (Financial Capabilities)		10
2. Technical Capabilities		
A.	Govt. Offices, Commercial, or Corporate Building duly completed and handed over, with a minimum cumulative construction area of 50,000 Sq. m., out of which there should be one single work of at least 10,000/- Sq. M. in Maharashtra, over the past 10 years.	(20 max)
	Above 50,000 Sq. Mt.	20
	> 10,000 Sq. Mt. To 50,000 Sq. Mt	15
	>= 10,000 Sq. Mt.	10
B.	Govt. Offices, Commercial, or Corporate Building duly completed with single client, over the past 10 years and handed over, with a minimum cost of Rs. 5 Crores in Maharashtra.	(20 max)
	Above 10 Cr.	20
	> Rs. 5 Cr. – Rs. 10 Cr.	15
	<= Rs. 5 Cr.	10
C.	Staff Strength of Organization (in-House staff excluding freelance) to comply with the project scale	(20 max)
	Above 20 staff	20
	Above 10 staff – 20 staff	15
	> = 10 staff	10
Total (Technical Capabilities)		60



*Note: (I) Any 2 out of 2.A, 2.B, 2.C, are minimum technical eligibility criteria.
(II) C is a mandatory criteria and unavailability of the same will result in non-qualification*

3. Methodology and Approach (20 Marks)		
1	About Organization and Understanding of Scope of Work in Brief	20
2	Detailed Work Plan and Methodology	10
	Total (Methodology and Approach)	30

6.2 Evaluation of financial proposal

1. Bidders should necessarily give the financial details in the formats given in this e-Tender. All the financial details should be given in the prescribed format only and in accordance with the details and terms and conditions as mentioned in the e-Tender (hence the bidder is expected to understand the e-Tender in all respects).
2. The Bidder is expected to price all the items and services sought in the e-Tender and proposed in the Technical Proposal. The Bid should be comprehensive and inclusive of all the services to be provided by the Bidder as per the scope of his work and must cover the entire Contract Period.
3. MPBCDCL may seek clarifications from the Bidder on the Technical Proposal. Any of the clarifications by the Bidder on the Technical Proposal should not have any commercial implications. The Financial Proposal submitted by the Bidder should be inclusive of all the items in the Technical Proposal and should incorporate all the clarifications provided by the Bidder on the Technical Proposal during the evaluation of the technical offer.
4. Financial Proposal shall not contain any technical information and should be unconditional.
5. The bid price will include all taxes and levies and shall be in Indian Rupees and mentioned separately.

6.3 Evaluation Methodology

MPBCDCL will evaluate the proposals based on the marking scheme given above. The score (Pe) for Technical Proposal would be the arithmetic sum of the marks assigned to the Bidders under each of the parameters listed above. Only those consultants whose technical proposal total score is 75 or above shall be qualified and shall be considered for the next stage of evaluation.

The Financial Proposals of the Bidders who qualify technical evaluation shall be opened. The Financial Proposals shall be opened publicly in the presence of the consultants' representatives.

The Financial Proposals shall be given scores as follows:

$Pf = 100 \times \text{Financial Proposal of Lowest Bidder} / \text{Financial Proposal of Bidder under consideration}$

The Weights given to the Technical and financial proposal area as follows:



MAHATMA PHULE BACKWARD CLASS DEVELOPMENT CORPORATION LIMITED

1. Technical Proposal: 80%

2. Financial Proposal: 20%

The Composite Score shall be computed as follows:

$$\text{Composite Score} = (\text{Pe} \times 0.8) + (\text{Pf} \times 0.2)$$

The Bidder obtaining the highest Composite Score would be declared as the Preferred Bidder. The financial proposal for disqualified consultants shall be unopened. MPBCDCL shall simultaneously notify the consultants that have secured the minimum qualifying mark, indicating the date and time set for opening the Financial Proposals.



SECTION – VII

ANNEXURES



Annexure -I
Technical Proposal Covering Letter
(To be submitted on the letterhead of the
bidder/consultant)

To,
Mahatma Phule backward
Class Development Corporation Ltd.
14A/14B, First Floor, Mittal Chambers,
228, Nariman Point, Mumbai 400 021.

Ref: eTender Reference No: MPBCDC/GM/UO/09/2025

Sub: Appointment of Expert to Prepare Detailed Project Report (DPR) for Establishing a Uniform Structure in All Regional and District Offices of MPBCDC (42 offices across Maharashtra)

Dear Sir,

Having examined the e-Tender document, we, the undersigned, herewith submit our proposal in response to your e-Tender Notification number We further declare that additional conditions, variations, deviations, if any, found in our proposal shall not be given effect to.

- 1) We agree to abide by this proposal, consisting of this letter, the detailed response to the e-Tender and all attachments.
- 2) We would like to declare that we are not involved in any litigation that may have an impact of affecting or compromising the delivery of services as required under this assignment, and we are not under a declaration of ineligibility for corrupt or fraudulent practices.
- 3) We would like to declare that there is no conflict of interest in the services that we will be providing under the terms and conditions of this e-Tender.
- 4) We hereby declare that all the information and statements made in this proposal are true and accept that any misrepresentation contained in it may lead to our disqualification.
- 5) We understand you are not bound to shortlist/accept any or all the proposals you receive.
- 6) We hereby declare that we qualify and fulfil all the eligibility criteria mentioned in the e-Tender.
 - 1) We agree for unconditional acceptance of all the terms and conditions set out in the e-Tender document.
- 7) We hereby declare that in case the Contract is awarded to us, we shall submit the Bank Guarantee within 15 Business Days of issuance of the Letter of Intent to us.

Company Profile:

Sr. No.	Information	Details
1	Name of responding bidder:	
2	Address of responding bidder:	
3	Name, Designation and Address of the contact person to whom all references shall be made regarding this eTender:	
4	Telephone number of contact person:	
5	Mobile number of contact person:	
6	Fax number of office:	



7	E-mail address of contact person:	
8	Status of Firm/ Company (Public Ltd., Pvt. Ltd., etc.)	

We hereby declare that our proposal submitted in response to this eTender is made in good faith, and the information contained is true and correct to the best of our knowledge and belief.

Sincerely,

[Bidder Authorized Signature]

Name

Designation/ Title

Date

Date and Stamp of the Signatory



Annexure II
Format for Financial details of the bidder

Annual Turnover Details of the Bidder

Sr. No.	Years	Turnover Details in INR Crores	Net worth in INR Crores
A	2021-2022		
B	2022-2023		
C	2023-2024		
Average Annual Turnover			

Note:

The above-mentioned format should accompany one of the following: -

- 1) CA Certificate with CA's Registration Number/ Seal clearing mentioning the Turnover and net worth, or
- 2) Audited Balance sheet and Profit & Loss account statement of the Bidder for each of the last 3 audited financial years FY 21-22, FY 22-23 and FY 23-24 shall be submitted as supporting evidence.



Annexure III: Consultant Project Experience

(The following information should be provided in the format below for each reference assignment for which your firm was legally contracted by the client stated as a corporate entity)

Name of the Project

Name of the Project:	
Project Area:	Location of Project:
Name and address of the Client:	
Year of Project:	
Name of Associated Firm (If Any):	
Brief Description of Project:	
Scope of services rendered by the company:	

Firms Name:

Authorized Sign

Note: Please provide copy of certificate from client and copy of work order from the client for experience claimed.



Annexure IV: Curriculum Vitae for Proposed Key Staff

a) Proposed Position for consultancy	:		
b) Name of Person	:		
c) Profession	:		
d) Date of Birth	:		
e) Total Experience (Years)	:		
f) Professional Qualification	:		
EMPLOYMENT RECORD & PRESENT COMMITMENTS			
g) Key Achievements	:		
<input type="checkbox"/>			
h) Specialization and Expertise	:		
<input type="checkbox"/>			
i) Professional Experience	:		
(Starting with present position, list in reverse chronological order, for every employment head)			
j) Project Experience	:		
Sr. No.	Project Name	Client	
k) Training Course and Workshop Attended	:		
Description	Year	Conducted By	
l) Languages	:		
Languages	Read	Write	Speak



Annexure V: Format for Financial proposal

(To be submitted on the letterhead of the bidder)

To,

Mahatma Phule backward
Class Development Corporation Ltd.
14A/14B, First Floor, Mittal Chambers,
228, Nariman Point, Mumbai 400 021.

Ref: e-Tender Reference No: MPBCDC/GM/UO/09/2025

Sub: Submission of Financial proposal in response to the e-Tender for Appointment of Expert to Prepare Detailed Project Report (DPR) for Establishing a Uniform Structure in All Regional and District Offices of MPBCDC (42 offices across Maharashtra)

Dear Sir,

I/We _____, Consultant/ Consultancy Firms herewith submit our financial proposal for selection of my/our firm/ organization for the reputed Interior Design Consultancy Services for the work of Appointment of Expert to Prepare Detailed Project Report (DPR) for Establishing a Uniform Structure in All Regional and District Offices of MPBCDC (42 offices across Maharashtra) The Financial offer for the subject to be submitted as per the financial Quote format.

“I/ We do hereby further undertake that; we have offered the best prices for the subject supply/ workas per the present market rates.

Sincerely,

[Bidder/Consultant Authorized

Signature]Name

Designation/ Title

Date and Stamp of the Signatory



Annexure VI: Format for Financial Quote

To,
Mahatma Phule backward
Class Development Corporation Ltd.
14A/14B, First Floor, Mittal Chambers,
228, Nariman Point, Mumbai 400 021.

Ref: e-Tender Reference No: MPBCDC/GM/UO/09/2025

Sub: Submission of Financial proposal in response to the e-Tender for Appointment of Expert to Prepare Detailed Project Report (DPR) for Establishing a Uniform Structure in All Regional and District Offices of MPBCDC (42 offices across Maharashtra)

Dear Sir,

I/We _____, Consultant/ Consultancy Firmsherewith submit our financial proposal for selection of my/our firm/ organization the reputed Interior Design Consultancy Services for the work Appointment of Expert to Prepare Detailed Project Report (DPR) for Establishing a Uniform Structure in All Regional and District Offices of MPBCDC (42 offices across Maharashtra)

The Financial offer for the subject to be submitted as per the below given format:

S.No	Specification	Unit	Quote
A	Submission of Financial proposal in response to the e-Tender for Appointment of Expert to Prepare Detailed Project Report (DPR) for Establishing a Uniform Structure in All Regional and District Offices of MPBCDC (42 offices across Maharashtra).	%	

Note:

- The project specific agreement (Including Detail Scope and Payment Schedule) and Work order to issued wherein the quote/per Amount rates finalized as above shall be applicable and effective.
- The Quoted amount is Excluding GST.

Sincerely,
[Bidder /consultant Authorized
Signature]Name
Designation/ Title
Date and Stamp of the Signatory

Note -

1. Financial Quote shall be uploaded only during online submission on the designated procurement portal. No hard copy of the Financial Quote is to be submitted in physical form along with the technical bid.

2. Failure to comply with this instruction may lead to disqualification of the bid as per the terms of the RFP.



Annexure VII: Power of Attorney

(To be provided by the bidding company in favor of its representative as evidence of authorized signatory's authority on 500 Rs. Stamp)

KNOW ALL MEN BY THESE PRESENTS, that we, (Name of the Bidder), a Company/ Corporation/ Firm organized and existing under and by virtue of the laws of (Name of bidder's country) and having its registered office and principal office at [] (address of the bidder) do hereby irrevocably constitute, appoint, and authorize ----- (Name and residential address) who is presently employed with us and holding the position of -----, as our true and lawful attorneys to do in our name and on our behalf prepare, make, sign and submit the bid proposals and other documents, certificates, undertakings and papers to be executed and delivered by us, and to do all such acts, deeds and things as are necessary or required in relation to the tender issued by the MPBCDCL vide Bid Specification No----- for selection of Consultancy Services.

AND we hereby agree to ratify and confirm and do hereby ratify and confirm all acts, deeds and things lawfully done or caused to be done by our said attorneys pursuant to and in exercise of the powers conferred by this power of attorney and that all acts, deeds and things done by our said attorneys in exercise of the powers hereby conferred shall and shall always be deemed to have been done by us.

Signed by the within named.

_____ [Insert the name of the executant company] through the hand of Mr.

.....

duly authorized by the Board to issue such Power of Attorney Dated this
..... day of

Accepted
Signature of Attorney
(Name, designation, and address of the Attorney) Signature and
stamp of Notary of the place of execution

Common seal of _____ has been affixed in my/our presence pursuant to Board of Director's Resolution dated.....

WITNESS

- 1. Signature.....
- Name
- Designation
- Occupation
- 2. Signature
- Name
- Designation
- Occupation

Note:

1. *The mode of execution of the power of attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executant(s) and the same should be under Common seal of the executant affixed in accordance with the applicable procedure. Further, the person whose signatures are to be provided on the power of attorney shall be duly authorized by the executant(s) in this regard.*
2. *Also, wherever required, the executant(s) should submit for verification the extract of the chartered documents and documents such as a Board resolution / power of attorney, in favor of the Person executing this power of attorney for delegation of power hereunder on behalf of the executant(s).*



MAHATMA PHULE BACKWARD CLASS DEVELOPMENT CORPORATION LIMITED

Annexure VIII: Undertaking
(To be given by the Bidder on the Letter head)

I/We of M/sBidder for
consultancy work of.....

.....with the General Manager MPBCDC Ltd. 14A/14B, First Floor, Mittal Chambers, 228, Nariman Point, Mumbai 400 021.do hereby undertake that I/we agree to unconditionally accept all the terms and conditions mentioned in the tender documents.

Further we have noted that after unconditionally accepting the tender conditions in its entirety, it is not permissible to put any remarks/conditions in the Price Bid and the same has been followed in the present case. In case this provision of the tender is found violated at any time after opening of Envelope, I/we agree that the tender shall be summarily rejected and MPBCDCL shall, without prejudice to any other right or remedy, be at liberty to forfeit the full said earnest money absolutely.

Signatures of the Consultant Or
Authorized Person (Name of
Firm with seal)