



नागालैण्ड विश्वविद्यालय NAGALAND UNIVERSITY

(संसद द्वारा पारित अधिनियम 1989, क्रमांक 35 के अंतर्गत स्थापित केंद्रीय विश्वविद्यालय)
(A Central University established by an Act of Parliament No. 35 of 1989)

मुख्यालय : लुमामी, जिला : जुन्हेबोटो (नागालैण्ड), पिनकोड - 798627

Hqrs: Lumami, Dist. Zunheboto (Nagaland), Pin Code - 798627

वेबसाइट / Website : www.nagalanduniversity.ac.in

No. NU/ENGG/M-92/ADMN/2022- 2559

Dated: 28th February 2025

INVITATION FOR EOI

Nagaland University invites Expression of Interest(EoI) for Interior Designing Works cited below from the approved and eligible Interior Designers/Architects.

Sl. No.	Name of Work	Last date of submission of application
1	Providing Interior Designing of Administrative Building 1 st Floor at Nagaland University, Lumami.	10 th March 2025 upto 4:00 P.M.

The prospective bidders are requested to download and submit the filled-in tender form duly signed in a sealed envelope, to the Registrar, Nagaland University, Lumami, Zunheboto-798627, Nagaland.


(Dr. ABEMO)
Registrar

Copy to: -

1. The Assistant Registrar to VC, N.U. Hqrs. Lumami for kind information of the Vice-Chancellor.
2. The Finance Officer, N.U., Hqrs. Lumami
3. The System Administrator, N.U., Hqrs. Lumami with a request to upload the EOI in the University website.
4. The Editor/Manager, Nagaland Post with a request to publish the EOI is a size of 10" x 2 Columns as one time publication.
5. Notice Board, Nagaland University.
6. Office File.


Registrar
28-02-25

INVITATION FOR EXPRESSION OF INTEREST (EOI)

FOR

Interior Designing Works Nagaland University

❖ Invitation for EoI for Interior Designing Works at Nagaland University

Nagaland University invites the Expression of Interest (EoI) for Interior Designing Works cited below from the approved and eligible Interior Designers/Architects ✓

Sl no	Name of the Works	Last date of submission of application
1.	Providing Interior Design for the Administrative Building 1 st Floor at Nagaland University , Lumami ✓	28 th February, 2025 up to 4:00 pm

✓ The prospective bidders are requested to download and submit the filled-in Tender form in a sealed envelope, duly signed by them to

The Registrar
Nagaland University
Lumami
Zunheboto: Nagaland
Pin: 798627

❖ TERMS AND CONDITIONS:-

- The agencies/firms fulfilling the eligibility criteria will visit Nagaland University, Lumami to have an understanding of the objectives of the assignment/job, take a measurements of the following rooms, approach to the assignment/job ,methodology for carrying out the activities and obtaining the expected output, and the degree of detail of such output vis-à-vis the requirement of Nagaland University. The agencies/firms will make Power Point Presentation of the proposals (after a week's time) before the Committee constituted by the Competent Authority for the purpose and submit the financial bid. Based on the recommendations of the Committee, the agency will be selected. The agency will be evaluated based on their technical and financial capabilities. For final evaluation, weightages of 60% and 40% will be given to the technical and financial capabilities of each agency, respectively.
- The time and date of visit and presentation will be intimated to the eligible candidates later. The intending agencies that have experience of executing similar Works will be given priority.

❖ **SCOPE OF WORKS:-**

(i) **Interior designing Works**

The Administrative Building 1st Floor at Nagaland University, Lumai comprises of the Offices of the Vice Chancellor, Registrar, other Senior Officers and Administrative Staff, etc. The interior designs of these rooms are proposed. The scope of work include:

- Preparation of conceptual design and drawings with respect to interior designing/planning, finishing and furnishing Works
- Internal arrangement with details of all furniture/seating arrangement
- Preparation of the detailed estimate of quantities with cost based on prevailing market rates
- Preparation of detailed specifications of materials and execution of the Works of interior design planning and furnishing etc. as per scope of Works.
- Complete execution of the Works, check measurement, bill preparation for the Works done in compliance with the design specifications.

❖ **PRE-QUALIFICATION / EXPERIENCE CRITERIA FOR PARTICIPATION:-**

The bidders who must have executed similar Works shall make a presentation before a committee along with bill of quantities/estimates. The fee shall include as and given separately for

(a) the cost of designing/ videography, preparation of estimate

(b) execution, monitoring the quality execution, preparation of bills and completion of Works according to the milestones

- Type of company should be mentioned with Company profiles including organizational structure with details of ownership/ evidence of incorporation/registration number and GST number.
- Evidence of technical & financial capability, including IT returns of 2021-22, 2022-23, and 2023-24, annual audited accounts for the past three (03) years ending March 31, 2024 should be submitted. Certificate from a Chartered Accountant for the Net worth Criteria is to be provided.
- Experience of similar nature of not less than 10 years. Preference will be given to those with Works of similar experience in State/ Central Govt organizations.
- The agency should have been in existence for at least three years and possess a well-established company with trained manpower. The agency should provide details on the technical support structure available with them.
- The agency should not have been blacklisted during the last 3 years by any Central / State Government Department / Organization. An undertaking (self-certificate) is to be submitted in the form as per Annexure-2.

❖ **INSTRUCTIONS TO APPLICANTS: -**

- a. Nagaland University reserves the right to cancel the EoI/tendering process at any time without assigning any reason thereof.
- b. An undertaking (self-certificate) is to be submitted that the applicant has not been blacklisted by any Central/State Government Department/Organization.
- c. Please note that all the pages of the EoI documents should be signed with date.
- d. The covering letter and the Proforma given in this document should be submitted on applicants' own Letter Head.
- e. Canvassing in any form would disqualify the applicant from further participation.
- f. All the submitted proposals will be scrutinized on the basis of documents and information furnished by company/ industry along with the prescribed Proforma mentioned elsewhere in this document.
- g. Nagaland University may obtain clarifications wherever required from the company or from the referred client list in the profile. The proposals shall be shortlisted based upon the scrutiny, offers of those companies / industries that fulfil the prequalification criteria, presentation / interaction on proposed methodology and other conditions as stated above.
- h. The applicant should fill the attached Proforma and write a brief description of approach, methodology and Works plan for performing the assignment/job.
- i. The applicants should sign on each page in their response to this EoI.
- j. To evaluate a bid, the Institute shall only use all the factors, methodologies and criteria defined in the above Clauses. No other criteria or methodology will be used.
- k. Nagaland University may relax any conditions on its discretion without assigning any reason thereof.

❖ **SUBMISSION OF EoI: -**

EoI should be submitted in a sealed envelope clearly marked "**EoI for Interior Designing Works at Nagaland University**" addressed to

The Registrar
Nagaland University
Lumami
Zunheboto: Nagaland
Pin: 798627

The following documents should be submitted.

- a. Type of company should be mentioned with Company profiles including organizational structure with details of ownership/ evidence of incorporation/ registration number and GST number
- b. Evidence of technical & financial capability, including IT returns of 2021-22, 2022-23, and 2023-24, annual audited accounts for the past three (03) years ending March 31, 2024 should be submitted. Certificate from a Chartered Accountant for the Net worth Criteria is to be provided
- c. Detailed information on key technical strengths to be furnished by company/ industry in the prescribed Proforma.
- d. Documents supporting having experience of minimum ten years
- e. Non blacklisting certificate (Annexure 1).
- f. A signed letter of proposal submission (Annexure 2).

PROFORMA

1. Particulars of Applicant Company/Firm					
Name of the Company/Firm					
Registration No.					
GST No.					
Address					STD Code Tel. No.1
					Tel. No.2
					Fax No.
	City				Pin
	State		E-mail *		
Website Address					
Type of company/Firm	Government		Public Undertaking	Sector	Private Limited
	Partnership		Public Limited		Proprietorship

* Email sent on this address will be treated as valid communication. Add a separate sheet, if necessary

2. Particulars of Managing Director/CEO/Proprietor/Managing Partner					
Name & Designation	Address			STD Code	
				Tel. No.1	
				Tel. No.2	
				Fax No.	
	City			Mobile	
	State		Pin	E-mail	

3. Particulars of Contact Persons						
S No.	Name & Designation	Address		Numbers		
1.				STD Code		
				Tel. No.		
				Fax No.		
		City:			Mobile	
		Pin Code:			E-mail	

S No.	Name & Designation	Address		Numbers	
2.				STD Code	
				Tel. No.	
				Fax No.	

3.	City:	Mobile
	Pin Code:	E-mail
		STD Code
		Tel. No.
		Fax No.
	City: Pin Code:	Mobile E- mail

4. Location of Offices in India			
S No.	Name of Head	Address	Numbers
1.			STD Code
			Tel. No.
			Fax No.
			City:
			Pin Code:
			Mobile
			E-mail

5. Turnover for last three years (All amounts in Indian Rupees and in Crores)			
Year	Period (Month/Year) From To	Total Turnover of the Company	Turnover from similar Projects
2021-2022			
2022-2023			
2023-2024			

6. Details of organization where similar Works rendered				
Sr. no	Name & Address of the organization	Assignment/ job name	Description of the job	Value in Lakh
6.1 Projects completed during last 3 years				
1.				
2.				
3.				
6.2 Projects completed prior to last 3 years				
1.				
2.				
3.				

Add a separate sheet, if necessary

Note: Please provide documentary evidence from the client i.e copy of Works order, contract for each of above-mentioned assignment.

7.0 Any other information that Applicant agency wants to provide Add
a separate sheet, if necessary

8. List of Enclosures	
(i)	
(ii)	
(iii)	
(iv)	
(v)	
(vi)	

Undertaking

This is to certify that I have gone through all the pages of the document. The applicant company/Firm undertakes to abide by all the terms & conditions mentioned in the EoI document. It is further certified that the information furnished in the EoI documents is true and correct.

In the Event of any of above information found to be false, we understand that our EoI proposal can be rejected and lead to our disqualification.

Date:

Place:

Seal

Signatures:

Name:

Designation:

Non-Black listing Self Certificate

This is to certify that M/s. _____ has not been blacklisted by any Central / State Government Department / organization in the last 3 years.

Authorized Signatory

Name: _____

Designation: _____

Letter of proposal submission

Date:

To,

The Registrar
Nagaland University
Lumami
Zunheboto: Nagaland
Pin: 798627

Ref: Interior Designing Works Nagaland University

We, the undersigned, offer to provide the consulting Assignment/job for "**Interior Designing Works Nagaland University**". We, the undersigned, declare that

- A)** We have examined and have no reservations to the EoI Documents issued in accordance with Instructions to applicants.
- B)** We offer to execute in conformity with the EoI Documents for "**Interior Designing Works Nagaland University**" for the Administrative Building 1st Floor at Nagaland University , Lumami
- C)** We also declare that Government of India or any other Government body has not declared us ineligible or black listed us on charges of engaging in corrupt, fraudulent, collusive or coercive practices or any failure/lapses of serious nature.
- D)** We also accept all the contents, terms and conditions of this EoI document and undertake to abide by them, including the condition that Nagaland University is not bound to accept the bid that does not fulfil the criteria specified in the EoI.
- E)** Our proposal is binding upon us and we understand you are not bound to accept any Proposal you receive.

Yours sincerely,

Authorized Signatory

Note: Authorized person shall attach a copy of Authorization for signing on behalf of bidding company.

Full Name and Designation

(To be printed on Applicant's letterhead)