

 <p>MAHARASHTRA NATURAL GAS LIMITED</p>	<p>Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building</p> <p>Bid document No. MNGL/CP/2026-27/55</p>
---	--



MAHARASHTRA NATURAL GAS LTD

Bid Document for Appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGL's Balewadi Office Building

Under Limited Domestic Competitive Bidding

**OPEN DOMESTIC COMPETITIVE BIDDING
(THROUGH E-TENDERING MODE)**

Bid Document No.: MNGL/CP/2026-27/55

 <p>MAHARASHTRA NATURAL GAS LIMITED</p>	<p>Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building</p> <p>Bid document No. MNGL/CP/2026-27/55</p>
---	--

TABLE OF CONTENTS

- Section-I : Invitation for Bid [IFB]
- Section-II : Bid Evaluation Criteria [BEC] & Evaluation Methodology
- Section-III : Instructions to Bidders [ITB]
Forms & Formats
- Section-IV : General Conditions of Contract [GCC]
- Section-V : Terms of Reference and Scope of Work
- Section-VI : Special Conditions of Contract [SCC]
- Section-VII : Schedule of Rates

 MAHARASHTRA NATURAL GAS LIMITED	Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building Bid document No. MNGL/CP/2026-27/55
--	---

PART – A (Section-1)
1.0 INVITATION FOR BIDS (IFB)

BID DOCUMENT NO.: MNGL/CP/2026-27/55


Date: 18.06.2026

M/s Maharashtra Natural Gas Ltd., Pune invites online bids (Technical & Financial) **UNDER TWO BIDS SYSTEM** from eligible bidders for the item(s) in complete accordance with the Bid Documents.

1.0 TENDER INFORMATION

Tender document number	MNGL/CP/2026-27/ 55 dated 18.06.2026
ITEM(S)	Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building
TYPE OF BID	Open Domestic Competitive Bidding
TIME SCHEDULE	As per Scope of work
EARNEST MONEY/ BID SECURITY	Rs. 1,60,000/- (Rupees One Lakhs Sixty Thousand Only) in the form of Demand Draft/BG/Online through e-portal to be in favour of “Maharashtra Natural Gas Ltd.” payable at Pune.
BID SECURITY VALIDITY	6(SIX) months from bid due date
TENDER FEE ((Non-refundable)	Not applicable
BID VALIDITY	4(four) months from the bid due date
Pre-bid meeting date and time	23.06.2026 till 11:00 Hrs. IST
Bid submission due date and time	02.07.2026 till 15:00 Hrs. IST
Bid Submission at	https://etenders.gov.in
Techno-commercial bid opening date and time	03.07.2026 at 16:00 Hrs. IST
Price bid opening date and time	Date and time shall be intimated later
Address for submission of EMD/Bid Security and venue for pre-bid meeting and opening of bids	General Manager (C&P) Maharashtra Natural Gas Limited, Pride Purple Coronet, 2nd Floor, Baner, Pune-411045
Contact details	Telephone: +91 (20) 25611000/1190/1157 Email: neeraj@mngl.in / gasaid@mngl.in
BIDDER ELIGIBILITY CRITERIA & BID EVALUATION CRITERIA	As per Annexure – I to IFB

NOTE: Bidders are advised to complete the registration with e-tender portal (<https://etenders.gov.in>) at least two working days prior to bid submission date.

 <p>MAHARASHTRA NATURAL GAS LIMITED</p>	<p>Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building</p> <p>Bid document No. MNGL/CP/2026-27/55</p>
---	--

Please note that in accordance with the general conditions of tender, MNGL may amend these dates of the tender process at its sole discretion. In case any of the specified dates are declared a public holiday, the deadline shall be the next working date.

2.0 BIDDING PROCEDURE

Bidding will be conducted through Open Domestic Tendering. Single Stage Two Bid system is adopted for this tender. The submission and opening of bids will be through e-tendering mode at <https://etenders.gov.in/eprocure/app>. Tender document can be downloaded from the website <https://etenders.gov.in/eprocure/app> or from e-tender link given on official MNGL website www.mngl.in.

Note: To participate in the e-tendering, it is mandatory for the bidders to have user ID & password. For this purpose, the bidder has to register itself on CPPP's website <https://etenders.gov.in/eprocure/app>. Please also note that the bidder has to obtain digital signature token for applying in the tender and in general, activation of registration may take 24 hours subject to the submission of all requisite documents required in the process.

Note: MNGL in no way shall be responsible if the bidder fails to apply due to non-possession of Digital Signature & non registration.

(The bids have to be submitted online in electronic form on <https://etenders.gov.in/eprocure/app> only. No physical bids will be accepted.)

3.0 DOWNLOADING OF TENDER DOCUMENT

The tender document is available for downloading from CPPP's e-tendering website <https://etenders.gov.in/eprocure/app> or from e-tender link given on official MNGL website www.mngl.in for viewing / participation of the eligible bidders. Bidders meeting the bid evaluation criteria who intend to submit their bid may download the tender for submission by the bid due date and time. Bidder shall give an undertaking on his letter-head that the contents of the bidding document have not been altered or modified. Bid evaluation criteria shall be applicable for all the bidders.

Disclaimer clause: Bidders are advised to visit CPPP's e-tendering website and MNGL website regularly for any updates on the tender. The ignorance to visit the website will not be accepted as a reason for any gap / missing information like corrigenda, amendments, clarifications etc.

4.0 PRE-BID MEETING

The bidder(s) or their designated representatives, who have downloaded the bid document, or to whom tender document has been issued and intend to bid are invited to attend the pre-bid meeting. Bidder(s) queries if any, must reach Purchaser office at least one day prior to pre-bid meeting date. The pre bid meeting can be organized through video conferencing or physically. In case of physical meeting, the venue of pre bid meeting is MNGL office at Pride Purple Coronet, 2nd Floor, Baner Road, Baner, Pune – 411045.

 <p>MAHARASHTRA NATURAL GAS LIMITED</p>	<p>Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building</p> <p>Bid document No. MNGL/CP/2026-27/55</p>
---	--

Non-attendance of the pre-bid meeting will not be a cause for disqualification of a bidder. Corrigendum / addendum, if any, to the tender document, shall be hosted on the website subsequent to the pre-bid meeting.

Bidders may also note that the registration process for new bidders on e-tender portal shall take a minimum of 24 hrs. Hence, bidders are advised to kindly complete their registration on e-tender portal well in advance of the pre-bid meeting.

In case of pre-bid meeting through video conferencing, Link shall be sent to all the interested bidders by the purchaser.

Instructions to bidders for Pre-bid meeting through video conferencing: All bidders intending to attend pre-bid meeting must send their interest through email (at least 2 hours prior to the scheduled time of pre-bid meeting) to the purchaser. E-mail received from bidders within specified timeline shall be invited through email to attend the meeting.

Advisories for the bidders attending the pre-bid meeting:

- (1) All the Bidders who have submitted their registration details and interest to attend the pre-bid meeting will be invited to join as guests through the link shared in mail.
- (2) All bidders/participants mandatorily have to pin MNGL screen on their computer screens during the pre-bid meeting.
- (3) Bidders shall be allowed to discuss their queries in sequence of their responses received.
- (4) Time slot shall be allotted to each bidder to ask his queries.
- (5) Recording of the pre-bid meeting by the bidders is strictly prohibited. Subsequent to pre-bid meeting, corrigendum shall be issued by the purchaser regarding clarifications or queries raised during meeting.

5.0 OTHERS:


5.1 Bid Document is non-transferable.

5.2 Bids complete in all respects should reach on or before the BID DUE DATE AND TIME. Bids through Fax/ E-mail shall not be considered.

5.3 The Bid Document calls for offers on single point "Sole Bidder" responsibility basis.

Order will be placed on the "Sole Bidder" alone (in whose name the bid document has been issued) who will be responsible for all contractual purposes.

Further the bidders are advised to ensure that their offer is on single bidder responsibility basis and in total compliance of scope of supply as specified in Bid Document.

 MAHARASHTRA NATURAL GAS LIMITED	Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building Bid document No. MNGL/CP/2026-27/55
---	---

- 5.4 The bid should be prepared by the "Sole Bidder" and should be sent to MNGL directly. MNGL reserve the right to reject offers made by intermediaries' representatives.
- 5.5 Bidder shall ensure that Bid Security having a validity of 6(SIX) months from the bid due date, must accompany the offer in the format made available in the Bid Document.
- 5.6 This Invitation for Bids (IFB) is an integral and inseparable part of the enclosed Bid Document.
- 5.7 MNGL reserves the right to accept or reject any or all offers without assigning any reason, whatsoever.
- 5.8 ZERO DEVIATION TENDER
Bidder shall note that if any deviations are taken to the under mentioned provisions of Bid Documents by the Bidder the bid is liable to be rejected:
- i) Do not meet BEC Criteria
 - ii) Bid Security
 - iii) Performance Security (Contract Performance Bank Guarantee), 10% of Contract/Order value
 - iv) Delivery Period
 - v) Terms of Payment
 - vi) Force Majeure
 - vii) Resolution of Dispute/Arbitration
 - viii) Termination of Contract,
 - ix) Warranty and Guarantee
 - x) Offer not submitted for complete scope of work
 - xi) Firm prices
 - xii) Prices not quoted as per Schedule of Rates formats.
 - xiii) If Bidder have been put on Black / Holiday list by MNGL / MoP&NG / Oil Public Sector Enterprise(s).
 - xiv) Bidder is under liquidation.
 - xv) Bids not conforming to technical specification/requirements.
 - xvi) Any other such provisions if specifically stipulated elsewhere in the Bid Document.
 - xvii) Price Reduction Schedule.

However, MNGL reserve the right to request the bidder to withdraw the deviations against above-mentioned provisions of Bid Documents.

THIS IS NOT AN ORDER

Yours faithfully,
for Maharashtra Natural Gas Limited, Pune

Ganesh Said
General Manager (C&P)

Encl. 1. Bid Document.

 <p>MAHARASHTRA NATURAL GAS LIMITED</p>	<p>Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building</p> <p>Bid document No. MNGL/CP/2026-27/55</p>
--	--

Note:

Please confirm your intention to quote or not within 5(Five) days. In case not intending to quote then please give your valuable feedback to us.


 <p>MAHARASHTRA NATURAL GAS LIMITED</p>	<p>Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building</p> <p>Bid document No. MNGL/CP/2026-27/55</p>
--	--

SECTION II

BID EVALUATION CRITERIA & EVALUATION METHODOLOGY

SECTION II

BID EVALUATION CRITERIA & EVALUATION METHODOLOGY

 <p>MAHARASHTRA NATURAL GAS LIMITED</p>	<p>Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building</p> <p>Bid document No. MNGL/CP/2026-27/55</p>
---	--

1.0 BIDDER'S ELIGIBILITY CRITERIA:

The following are the BEC parameters: -

2.0 QUALIFYING CRITERIA:

A) TECHNICAL:

Bidder should have successfully completed similar Interior Design Consultancy and/or PMC works during the last 7 years, as under:

- One similar completed work costing not less than 80% of estimated consultancy value OR
- 2 (Two) similar completed works each costing not less than 50% of estimated consultancy value OR
- 3 (Three) similar completed works each costing not less than 40% of estimated consultancy value.

Definition of Similar Work: Providing Interior Design Consultancy and/or Project Management Consultancy (PMC) services for Corporate Offices / Commercial Offices / Institutional Buildings involving interior fit-out works, including design, execution coordination, supervision, and project management activities.

B) FINANCIAL:

B.1 Turnover:

The bidder should have achieved a minimum annual turnover of **Rs. 40 Lakhs** in any one of the last 3 (Three) audited financial years i.e. **2023-24, 2024-25 and 2025-26**.

B.2 Net Worth:


Net worth must be positive as per the last audited financial statement, i.e. for the financial year **2025-26**.

B.3 Working Capital:

The bidder should have a minimum working capital of **Rs. 8.0 Lakhs** as per latest audited balance sheet i.e. for the year **2025-26**

If the bidder's working capital is inadequate, the bidder should supplement this with a letter from bidder's bank, having net worth not less than **Rs.100 crores**, confirming the availability of line of credit to cover the inadequacy of previous year and meet the current working capital requirement.

Bidders must submit documentary evidence such as balance sheet & Profit & Loss A/c Statement for last three audited financial years i.e. **2023-24, 2024-25 and 2025-26** in support of the above.

 <p>MAHARASHTRA NATURAL GAS LIMITED</p>	<p>Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building</p> <p>Bid document No. MNGL/CP/2026-27/55</p>
---	--

If the audited financial results of the immediate preceding financial year i.e. 2025-26 is not available, then the audited financial results of the year immediately prior to **2025-26 i.e. 2024-25** shall be considered for calculation of Net Worth and Working Capital and audited Financial Results of the year **2022-23, 2023-24 and 2024-25** shall be considered for calculation of Annual Turnover as specified at B of Financial Criteria

Note: In absence of requisite documents, MNGL reserves the right to reject the bid without making any reference to the bidder.”

3.0 Evaluation and Award of Work:

Evaluation shall be done as per complete SOR (i.e. on total evaluated price including all taxes and duties) and order shall be placed on L-1 bidder accordingly.

In case of tie for L-1 bidder, the order shall be placed on the bidder having highest turnover during the preceding three financial years, i.e. **2023-24, 2024-25 and 2025-26** amongst the bidders.

 <p>MAHARASHTRA NATURAL GAS LIMITED</p>	<p>Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building</p> <p>Bid document No. MNGL/CP/2026-27/55</p>
---	--

SECTION III

INSTRUCTION TO BIDDERS (ITB)

 MAHARASHTRA NATURAL GAS LIMITED	Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building Bid document No. MNGL/CP/2026-27/55
---	---

INSTRUCTIONS TO BIDDERS

INSTRUCTION FOR ONLINE BID SUBMISSION


The bidders are required to submit soft copies of their bids electronically on the Central Public Procurement (CPP) Portal i.e. <http://etenders.gov.in/eprocure/app>, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

REGISTRATION

- (i) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL:<https://etenders.gov.in/eprocure/app>) by clicking on the link "Online Bidder Enrolment" option available on the home page. **Enrolment on the CPP Portal is free of charge.**
- (ii) During enrolment/ registration, the bidders should provide the correct / true information including valid email-id & mobile no. All the correspondence shall be made directly with the contractors / bidders through email-id provided.
- (iii) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- (iv) For e-tendering, possession of valid Digital Signature Certificate (**Class III Certificates with signing key usage**) is mandatory which can be obtained from SIFY /nCode/eMudra or any Certifying Authority recognized by CCA India on eToken/ SmartCard.
- (v) Upon enrolment on CPP Portal for e-tendering, the bidders shall register their valid Digital Signature Certificate with their profile.
- (vi) Only one valid DSC should be registered by a bidder. Bidders are responsible to ensure that they do not lend their DSCs to others which may lead to misuse and should ensure safety of the same.
- (vii) Bidders can then log into the site through the secured login by entering their user ID/ password and the password of the DSC/ eToken.

SEARCHING FOR TENDER DOCUMENTS

- 1) There are various search options built in the CPP Portal to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID,


 <p>MAHARASHTRA NATURAL GAS LIMITED</p>	<p>Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building</p> <p>Bid document No. MNGL/CP/2026-27/55</p>
--	--

organization name, location, date, value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as organization name, form of contract, location, date, other keywords, etc., to search for a tender published on the CPP Portal.

- 2) Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
- 3) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

PREPARATION OF BIDS:

- (i) For preparation of bid, Bidders shall search the tender from published tender list available on site and download the complete tender document and should take into account corrigendum if any published before submitting their bids. After selecting the tender document same shall be moved to the 'My favorite' folder of bidders account from where bidder can view all the details of the tender document.
- (ii) Bidder shall go through the tender document carefully to understand the documents required to be submitted as part of the bid. Bidders shall note the number of covers in which the bid documents have to be submitted, the number of documents – including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- (iii) Any pre-bid clarifications if required, then same may be obtained online through the tender site, or through the contact details given in the tender document.
- (iv) Bidders should get ready in advance the bid documents in the required format (PDF/xls/rar/dwf/jpg formats) to be submitted as indicated in the tender document/schedule. **Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.**
- (v) Bidders can update well in advance, the documents such as experience certificates, annual report, PAN, EPF & other details etc., under "My Space/ Other Important Document" option, which can be submitted as per tender requirements. This will facilitate the bid submission process faster by reducing upload time of bids.

 <p>MAHARASHTRA NATURAL GAS LIMITED</p>	<p>Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building</p> <p>Bid document No. MNGL/CP/2026-27/55</p>
---	--

SUBMISSION OF BIDS:

- (i) Bidder should log into the site well in advance for bid submission so that he/ she upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay.
- (ii) Bidder should prepare the EMD as per the instructions specified in the NIT/ tender document. The details of the DD/BG/others physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.
- (iii) While submitting the bids online, the bidder shall read the terms & conditions (of CPP portal) and accepts the same in order to proceed further to submit their bid.
- (iv) Bidders shall select the payment option as offline to pay the EMD and enter details of the DD/BG/others.
- (v) Bidder shall digitally sign and upload the required bid documents one by one as indicated in the tender document.
- (vi) Bidders shall note that the very act of using DSC for downloading the tender document and uploading their offers is deemed to be a confirmation that they have read all sections and pages of the tender document without any exception and have understood the complete tender document and are clear about the requirements of the tender document.
- (vii) Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document. For the file size of less than 1 MB, the transaction uploading time will be very fast.
- (viii) **If price quotes are required in XLS format, utmost care shall be taken for uploading Schedule of quantities & Prices and any change/ modification of the price schedule shall render it unfit for bidding.**

Bidders shall download the Schedule of Quantities & Prices i.e. Schedule of Rates, in XLS format and save it without changing the name of the file. Bidder shall quote their rate in figures in the appropriate cells, there after save and upload the file in financial bid cover (Price bid) only.

If the template of Schedule of Quantities & Prices file is found to be modified/corrupted in the eventuality by the bidder, the bid will be rejected and **further dealt as per provision of tender including forfeiture of EMD.**


 <p>MAHARASHTRA NATURAL GAS LIMITED</p>	<p>Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building</p> <p>Bid document No. MNGL/CP/2026-27/55</p>
---	--

The bidders are cautioned that uploading of financial bid elsewhere i.e. other than in cover 2 will result in rejection of the tender

- (ix) Bidders shall submit their bids through online e-tendering system to the Tender Inviting Authority (TIA) well before the bid submission end date & time (as per Server System Clock). **The TIA will not be held responsible for any sort of delay or the difficulties faced during the submission of bids online by the bidders at the eleventh hour.**
- (x) After the bid submission (i.e., after Clicking “Freeze Bid Submission” in the portal), the bidders shall **take print out of system generated acknowledgement** number and keep it as a record of evidence for online submission of bid, which will also act as an entry pass to participate in the bid opening.
- (xi) Bidders should follow the server time being displayed on bidder’s dashboard at the top of the tender site, which shall be considered valid for all actions of requesting, bid submission, bid opening etc., in the e-tender system.
- (xii) All the documents being submitted by the bidders would be encrypted using PKI (Public Key Infrastructure) encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology.

ASSISTANCE TO BIDDERS:

- (i) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contract person indicated in the tender.
- (ii) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24X7 CPP Portal Helpdesk. The 24 x 7 Help Desk Number 0120-4001002, 0120-6277787 and 0120-4001005. The helpdesk email id is support-eproc@nic.in

 <p>MAHARASHTRA NATURAL GAS LIMITED</p>	<p>Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building</p> <p>Bid document No. MNGL/CP/2026-27/55</p>
---	--

ARTICLE - 1: COST OF BIDDING

- 1.1 The bidder shall bear all costs associated with the preparation and submission of the bid, and MNGL will in no case, be responsible or liable for these costs, regardless of the conduct or outcome of the bidding process.

2.0 ARTICLE - 2: BID DOCUMENT

- 2.1 The bidder is expected to examine all instructions, forms, terms and specifications in the bidding documents. The Invitation for Bids (IFB) together with all its attachments thereto, shall be considered to be read, understood and accepted by the bidders. Failure to furnish all information required by the bidding documents or submission of a bid not substantially responsive to the bidding documents in every respect will be at bidder's risk and may result in the rejection of his bid. Bidder must return the Agreed Terms and Conditions (as per **Annexure - C**), duly filled in, along with original TENDER issued by MNGL.

The services required, bidding procedure and Contract Terms are prescribed in the TENDER.


3.0 ARTICLE - 3: CLARIFICATION OF TENDER

- 3.1 A prospective bidder requiring any clarification of the Bid Documents may notify the Owner and / or the Consultant as the case may be, in writing or by email at the address indicated in the tender/RFQ. The Owner will respond in writing to any request for clarification of the bid documents which it receives after issue of the bid documents but prior to at least one (01) working day prior to the pre-bid meeting date. Written copies of the Owner's response (including an explanation of the query but not necessarily identifying the source of inquiry) will be hosted on CPPP's e-tendering website <https://etenders.gov.in/eprocure/app> and official MNGL website www.mngl.in along with the corrigendum before the bid due date. All such clarifications issued shall deem to form a part and parcel of the Bid documents.

Any Clarification or information required-by the bidder but same not received by the Employer, one (01) working day prior to the pre-bid meeting date, the same is liable to be considered as no clarification/information required.

4.0 ARTICLE - 4: AMENDMENT OF TENDER

- 4.1 At any time prior to the bid due date, MNGL may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective bidder, modify the bidding documents.

 <p>MAHARASHTRA NATURAL GAS LIMITED</p>	<p>Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building</p> <p>Bid document No. MNGL/CP/2026-27/55</p>
---	--

4.2 Any addendum /corrigendum/ clarifications to bidders query thus issued shall be part of the bidding documents pursuant to ITB and shall be hosted on <https://etenders.gov.in/eprocure/app> before bid due date.. Bidders desirous to submit its bid have to take into consideration of all the addendum(s)/ corrigendum (s)/ clarifications to bidder's query hosted on the above websites before submitting the bid.

4.3 Bidders are advised to visit MNGL's websites and CPPP's e-tendering website from time to time to get updated information / documents.

5.0 ARTICLE - 5: LANGUAGE OF BID

5.1 The bid prepared by the bidder and all correspondence/drawings and documents relating to the bid exchanged by bidder and MNGL shall be written in English language, provided that any printed literature furnished by the bidder may be written in another language so long as accompanied by an ENGLISH translation, in which case, for the purpose of interpretation of the bid, the ENGLISH translation shall govern. Metric measurement system shall be applied.

6.0 ARTICLE - 6: DOCUMENTS COMPRISING THE BIDS

6.1 Technical Cover

The bid prepared by the bidder shall comprise the following components:


- a) A Bid Form (Annexure-A) & Bidder's general/ details information as per format F-1.
- b) Agreed Terms & Conditions duly filled-in as per the format (Annexure-C) provided in the bidding document.
- c) Agreement as per Annexure-E
- d) No deviation confirmation (Annexure-F)
- e) Bidder's General Information (Annexure-H)
- f) Letter of Authority (Annexure-I)
- g) E-Banking Mandate Form (Annexure-J)
- h) Declaration regarding Holiday/ Banning and Liquidation, Court Receivership (Annexure-K)
- i) Any other information/details required as per TENDER.
- j) Indian Bidders are required to submit Employees Provident Fund registration certificate, ESIC registration certificate, Professional Tax Registration certificate, Labour welfare registration under Maharashtra Labour Welfare Fund Act and Shop Act Registration certificate.

6.2 Financial cover: Price bid SOR as per prescribed format on the e-tender portal <https://etenders.gov.in/eprocure/app>


7.0 ARTICLE - 7: BID FORM

7.1 The bidder shall complete the Bid Form furnished in the TENDER, indicating the scope of work, a brief description of the services and prices.

8.0 ARTICLE - 8: BID PRICE

 <p>MAHARASHTRA NATURAL GAS LIMITED</p>	<p>Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building</p> <p>Bid document No. MNGL/CP/2026-27/55</p>
--	--

- 8.1 The bidder shall quote the prices in the Schedule of Rates / BOQ attached to this TENDER.
- 8.2 Prices shall be quoted, in the Schedule of Rates/BOQ by the bidder separately for each item of scope.
- 8.3 Prices quoted should be inclusive of fees towards complete scope of work, all taxes, duties, levies, license fees and also payment towards third party charges towards surveys etc. **but excluding GST**. However, applicable rate of GST must be indicated separately.
- 8.4 Inspection/Certification of all work/services at all stages shall be done by MNGL wherever MNGL so desires or by any third agency for which no extra charges shall be payable to the Bidder since all personal and incidental expenses of MNGL's Inspectors shall be borne by MNGL.
- 8.5 Conditional discount, if offered, shall not be considered for evaluation. Bidders separation of the price components as aforesaid will be solely for the purpose of facilitating the comparison by MNGL and will not in any way limit MNGL's right to contract on any of the price basis/terms offered basis.
- 8.6 The cost of any other item / services, which are considered necessary for completion of the job, is deemed to have been included in the quoted prices.
- 8.7 Fixed Price**
- 8.7.1 Consultant fee in % Rates quoted by the bidder shall be firm and fixed during the bidder's performance of the contract. Further the contract prices shall be pegged as mentioned in Schedule of Rates.
- 8.7.2 Statutory variation in GST, if any, within the contractual completion period shall be borne by MNGL. No variation in taxes duties or levies other than statutory taxes & duties shall be payable
- 8.7.2 Prices and taxes shall be quote in BOQ as provided in e-tender portal (Percentage)
- 8.7.3 Bidder shall be solely responsible for ascertaining all types of taxes and duties applicable for providing the services as mentioned in the scope of work. MNGL shall deduct Indian income tax applicable from the payments due to the bidder under the contract. A TDS (Tax Deducted at Source) certificate shall be issued to the bidder.
- 8.7.4 Quoted prices shall also be inclusive of all costs towards carrying out any surveys, travel, site visits, inspection, expediting within India its personnel, stay, boarding, lodging, incidental expenses etc. required for Scope of Work. Expenses for visit in abroad for inspection job shall be reimbursed as per actual as specified in SCC/ SOW.
- 8.7.5 Quoted prices shall also be inclusive of all costs towards carrying out any surveys, travel, site visits, inspection, expediting within India its personnel, stay, boarding, lodging, incidental expenses etc. required for Scope of Work. Expenses for visit

 MAHARASHTRA NATURAL GAS LIMITED	Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building Bid document No. MNGL/CP/2026-27/55
---	---

in abroad for inspection job shall be reimbursed as per actual as specified in SCC/ SOW..

- 8.8 Contractor shall ensure timely submission of correct invoice(s) with all required supporting document(s) within a period specified in Contracts/ LOA / Service Order to enable MNGL to avail INPUT TAX credit.

If INPUT TAX credit with respect to GST is not available to MNGL for any reason which is not attributable to MNGL, then MNGL shall not be obligated or liable to pay or reimburse GST charged in the invoice(s) and shall be entitled to / deduct/ setoff /recover the such GST together with all penalties and interest if any, against any amounts paid or payable by MNGL to Contractor.

- 8.9 Where MNGL has the obligation to discharge GST liability under reverse charge mechanism and MNGL has paid or is /liable to pay GST to the Government on which interest or penalties becomes payable as per Point of Taxation Rules, 2011 for any reason which is not attributable to MNGL or INPUT TAX credit with respect to such payments is not available to MNGL for any reason which is not attributable to MNGL, then MNGL shall be entitled to deduct/ setoff / recover such amounts against any amounts paid or payable by MNGL to Contractor.

9.0 ARTICLE- 9: BID CURRENCIES

- 9.1 All currencies are in India rupees


- Indian Bidders may submit bid in any currency (including Indian Rupees) and receive payment in such currencies on par with foreign bidders.
- Currency once quoted will not be allowed to be changed. EMPLOYER shall not be compensating for any exchange rate fluctuation.
- Foreign Bidders may submit bid in the home currency of bidder's country or in US Dollars / EURO or any other convertible currency.

10.0 ARTICLE - 10: PERIOD OF VALIDITY OF BIDS

- 10.1 Bids shall be kept valid for 4 months from the final bid due date. A bid valid for a shorter period shall be rejected by MNGL as non-responsive.

The bidder shall not be entitled during the said period of 4 months, to revoke or cancel its Bid or to vary the Bid given or any term thereof.

- 10.2 In exceptional circumstances, prior to expiry of the original 'Bid Validity Period', the MNGL may request the Bidders to extend the 'Period of Bid Validity' for a specified additional period. The request and the responses thereto shall be made in writing or by email. A bidder may refuse the request without forfeiture of his bid security. A bidder agreeing to the request will not be required or permitted to modify his bid but will be required to extend the validity of its bid security for the period of the extension

 <p>MAHARASHTRA NATURAL GAS LIMITED</p>	<p>Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building</p> <p>Bid document No. MNGL/CP/2026-27/55</p>
--	--

11.0 ARTICLE - 11: FORMAT AND SIGNING OF BID

- 11.1 The original bid shall be typed or written in indelible ink and shall be signed by the bidder or a person duly authorized to bind the bidder to the Contract. The name and position held by each person signing, must be typed or printed below the signature. All pages of the bid, except for un-amended printed literature, shall be initialed by the person or persons signing the bid.
- 11.2 The complete bid shall be without alterations, interlineations or erasures, except necessary to correct errors made by the bidder, in which case such corrections shall be initialed by the person or persons signing the bid.

12.0 ARTICLE - 12: PREPARATION & SUBMISSION OF BIDS

- 12.1 The bid must be submitted on the specified e-tendering portal as specified in IFB not later than the time and date as specified in IFB. The online e-tendering portal will not allow any bid or part thereof whatsoever to be submitted after the due time on the due date
- 12.2 Addenda/Corrigenda to this TENDER, if issued, must be signed and submitted along with the TENDER. on e-tender portal
- 12.3 Bidders are advised to submit quotations based strictly on the terms & conditions and specifications contained in the TENDER and not to stipulate any deviations.
- 12.4 Bidder shall submit only one bid. Bidder if submits more than one bid will be rejected. Alternative bids will not be accepted.

12.5 SEALING & MARKING OF BIDS


Bidding will be conducted through Open Domestic Tendering. Single Stage Two Bid system is adopted for this tender. The submission and opening of bids will be through e-tendering mode at <https://etenders.gov.in/eprocure/app>. Tender document can be downloaded from the website <https://etenders.gov.in/eprocure/app>

13.0 ARTICLE - 13: BID DUE DATE

- 13.1 Bids must be received as per tender document through <https://etenders.gov.in/eprocure/app>) not later than the date and time specified in the TENDER/ <https://etenders.gov.in/eprocure/app>

14.0 ARTICLE - 14: LATE BIDS

- 14.1 Any bid received by MNGL after the bid due date and time prescribed in Invitation For Bids shall be rejected.

 <p>MAHARASHTRA NATURAL GAS LIMITED</p>	<p>Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building</p> <p>Bid document No. MNGL/CP/2026-27/55</p>
--	--

- 14.2 Tendering process shall be done through <https://etenders.gov.in/eprocure/app> and Telegraphic/Fax/E-mail offers whether sent directly or submitted by local agent in India will not be considered and shall be rejected.

15.0 ARTICLE - 15: MODIFICATION AND WITHDRAWAL OF BIDS

- 15.1 The bidder may modify or withdraw its bid after the bid submission, but, before the due date of submission as per provisions provided on the e-tendering portal. After the bid due date & time however, no modifications whatsoever are allowed in the bid.
- 15.2 No bid shall be withdrawn in the interval between the deadline for submission of bids and the expiration of the period of bid validity specified by the Bidder on the Bid form. In case of request in written by the authorized signatory for withdrawal of a bid during this interval, the Bidder's bid security shall be forfeited.


16.0 ARTICLE - 16: OPENING OF BIDS BY MNGL

- 16.1 The Purchaser will open all bids on the e-tendering portal bidders/ representatives may attend the price bid opening however it is done on e-tender portal and can be access online
- 16.2 The Bidder's names and the presence or absence of requisite Bid Security (EMD) and such other details as the Purchaser, at its discretion, may consider appropriate, will be announced at the opening. No bid shall be rejected at bid opening, except for bids without EMD.
- 16.3 Bids that are not opened and read out at bid opening shall not be considered further for evaluation, irrespective of the circumstances. Bidder's specific attention is drawn to this stipulation to enable the representative of the Bidder at the bid opening time to bring out to the attention for the Purchaser any documents pertaining to its bid is not being acknowledged and relevant portions read out.


17.0 ARTICLE - 17: EVALUATION OF BIDS

- 17.1 MNGL will examine the bid to determine whether it is complete, whether any computational errors have been made, whether the documents have been properly signed and whether the bid is generally in order.
- 17.2 Once quoted, bidder shall not make any subsequent price changes, whether resulting or arising out of any technical/commercial clarifications sought regarding the bid within the scope of work, even if any deviation or exclusion may be specifically stated in the bid. Such price change shall render the bid liable for rejection. All responses to request for clarifications shall be in writing.
- 17.3 Unsolicited clarification to the Bid and/or change in price during its validity period would render the Bid liable for outright rejection.

17.4 TECHNO-COMMERCIAL EVALUATION OF BIDS

 <p>MAHARASHTRA NATURAL GAS LIMITED</p>	<p>Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building</p> <p>Bid document No. MNGL/CP/2026-27/55</p>
--	--

- 17.4.1 Bid will be evaluated as received and no query will be asked from the bidders. To assist in the examination, evaluation and comparison of bid if it becomes absolutely necessary, MNGL may, at its discretion, ask the bidder for a clarification of its bid. The request for such clarification and the response shall be in writing and no change in the price or substance of bid shall be sought, offered or permitted.
- 17.4.2 Prior to the evaluation and comparison of bids pursuant to Article-19, MNGL will determine the substantial responsiveness of bid to the bidding documents. For purpose of this Article a substantially responsive bid is one which conforms to all the terms and conditions of the bidding document without material deviations or reservations. MNGL's determination of a bid's responsiveness is to be based on the contents of the bid itself without recourse to the extrinsic evidence.
- 17.4.3 A bid determined as substantially non-responsive will be rejected by MNGL and may not subsequently be allowed by the MNGL to be made responsive by the bidder by correction of the non-conformity.
- 17.4.4 Bidder's Bid shall be considered non-responsive and rejected, if deviations are taken to the under mentioned provisions of TENDERS by the bidder:-Period of validity of bids as per Article - 10 of Instructions to Bidders (ITB)
- i) Force Majeure as per Article 19.0 of General Conditions of Contract (GCC)
 - ii) Resolution of Dispute/Arbitration as per Article 9.0 of GCC
 - iii) Firm Price
 - iv) Completion Period of total Scope of Work
 - v) Termination of Contract as per Article-16.0 of GCC
 - vi) Price Reduction Schedule as per Article 12.0 of GCC
 - vii) Payment Terms as specified in the SCC of the TENDER
 - viii) Any advance sought by the bidder
 - ix) Do not meet BEC Criteria
 - x) Bid Security
 - xi) The bidder is not Black / holiday list by MNGL/MoP&NG/Oil Public Sector Enterprise(s)
 - xii) Bidder is under liquidation
- 17.4.5 Bid not confirming to technical specification/requirements (**Scope of Work**) as mentioned in TENDER will be rejected.

 <p>MAHARASHTRA NATURAL GAS LIMITED</p>	<p>Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building</p> <p>Bid document No. MNGL/CP/2026-27/55</p>
--	--

18.0 ARTICLE - 18: OPENING OF PRICE BIDS

The Purchaser will open all bids on the e-tendering portal bidders/ representatives may attend the price bid opening however it is done on e-tender portal and can be access online.

19.0 ARTICLE - 19: COMPARISON OF BIDS

- 19.1 The MNGL will evaluate and compare bids previously determined to be substantially responsive pursuant to Article-17.
- 19.2 The evaluated price of the bidders shall include total price inclusive of all taxes, duties, levies etc. as applicable under this contract.

20.0 ARTICLE - 20: CONTACTING MNGL

- 20.1 Subject to Article 17.2, 17.3 & 17.4.2 Bidder shall not contact MNGL on any matter relating to its Bid, from the time of Bid opening to the time the CONTRACT is awarded.
- 20.2 Any efforts by a bidder to influence MNGL in MNGL's bid evaluation, bid comparison or contract award decisions may result in the rejection of the bidder's bid.

21.0 ARTICLE - 21: AWARD CRITERIA


MNGL will award the contract to the Bidder, provided that the Bidder is determined to be qualified to satisfactorily perform the contract.

22.0 ARTICLE – 22: MNGL'S RIGHT TO ACCEPT ANY BID AND TO REJECT ANY OR ALL BIDS

- 22.1 MNGL reserves the right to accept or reject the bid, and to annul the bidding process, at any time prior to award of contract, without thereby incurring any liability to the affected bidder or; any obligations to inform the affected bidder of the ground for the MNGL's action.
- 22.2 In awarding the CONTRACT for the SERVICES, MNGL reserves the right to make the award based on evaluation criteria to one or more Bidders.

23.0 ARTICLE-23: E-PAYMENT

MNGL has initiated payments to Suppliers and Contractors electronically, and to facilitate the payments electronically through '**e-banking**'. The successful bidder should give the details of his bank account as per the e-banking mandate form (Annexure-J).

 <p>MAHARASHTRA NATURAL GAS LIMITED</p>	<p>Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building</p> <p>Bid document No. MNGL/CP/2026-27/55</p>
--	--

24.0 ARTICLE-24: NOTIFICATION OF AWARD / FAX OF ACCEPTANCE / SERVICE ORDER


- 24.1 Prior to the expiry of 'Period of Bid Validity', MNGL will notify the Bidder in writing, in the form of "Fax of Acceptance [FOA]/ SERVICE ORDER [SO]" through fax/e-mail, that his Bid has been accepted. The Fax of Acceptance / Service Order will constitute the formation of the Contract.
- 24.2 Contract period shall commence from the date of "Fax of Acceptance/Service Order" or as mentioned in the Notification of Award. The " Fax of Acceptance/ Service Order" will constitute the formation of a Contract, until the Contract has been effected pursuant to signing of Contract as per "Article no. 25.0".

25.0 ARTICLE-25: SIGNING OF AGREEMENT

- 25.1 MNGL will award the Contract to the Bidder, who, within 'fifteen [15] days' of receipt of the same, shall sign and return the acknowledged copy to MNGL.
- 25.2 The Bidder/Contractor shall be required to execute an 'Agreement' in the proforma given in this Bidding Document on a 'non-judicial stamp paper' of appropriate value [cost of the 'stamp-paper' shall be borne by the successful Bidder/Contractor] and of 'Maharashtra state' specified only, within 'fifteen [15] days' of receipt of the "Service Order [SO]" of the Tender by Bidder/Contractor failure on the part of the successful Bidder/Contractor to sign the 'Agreement' within the above stipulated period, shall constitute sufficient grounds for forfeiture of Security Deposit.

26.0 ARTICLE-26: CONTRACT PERFORMANCE SECURITY / SECURITY DEPOSIT

- 26.1 Within 30 days of the receipt of the Fax of Acceptance from MNGL, the bidder shall furnish the Contract Performance Security/Guarantee in accordance with of General Conditions of the Contract. The Contract Performance Security/Guarantee shall be in the form of either Banker's Cheque or Demand Draft or Bank Guarantee (Annexure-G) and shall be in the currency of the Contract.
- 26.2 The contract performance security shall be for an amount **equal to 10% of the** contract value towards faithful performance of the contractual obligations and performance of equipment. For the purpose of Contract Performance Security, Contract/order value shall be exclusive of taxes and duties.
- Bank Guarantee towards performance security/ security deposit shall be from any Indian scheduled bank or a branch of an International bank situated in India and registered with Reserve bank of India as scheduled foreign bank in case of Indian bidder as well as foreign bidder. However, in case of bank guarantees from banks other than the Nationalized Indian banks, the bank must be a commercial bank having net worth in excess of Rs 100 crores and a declaration to this effect should be made by such commercial bank either in the Bank Guarantee itself or separately on its letterhead. This bank guarantee shall be valid for a period as three months beyond the DLP specified in Bid Data Sheet.

 <p>MAHARASHTRA NATURAL GAS LIMITED</p>	<p>Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building</p> <p>Bid document No. MNGL/CP/2026-27/55</p>
--	--

- 26.3 Failure of the successful bidder to comply with the requirements of this article shall constitute sufficient grounds for the annulment of the contract.

27.0 ARTICLE-27: INCOME TAX & CORPORATE TAX

- 27.1 Income tax deduction shall be made from all payments made to the contractor as per the rules and regulations in force and in accordance with the Income Tax Act prevailing from time to time.

- 27.2 Corporate Tax liability, if any, shall be to the contractor's account.

27.3 MENTIONING OF PAN NO. IN INVOICE/BILL

As per CBDT Notification No. 95/2015 dated 30.12.2015, mentioning of PAN no. is mandatory for procurement of goods / services/works/consultancy services exceeding Rs. 2 Lacs per transaction.


Accordingly, supplier/ contractor/ service provider/ consultant should mention their PAN no. in their invoice/ bill for any transaction exceeding Rs. 2 lakhs. As provided in the notification, in case supplier/ contractor/ service provider/ consultant do not have PAN no., they have to submit declaration in Form 60 along with invoice/ bill for each transaction.

Payment of supplier/ contractor / service provider/ consultant shall be processed only after fulfilment of above requirement

28.0 ARTICLE-28: AGREEMENT TO BE FILLED, DULY SIGNED AND SUBMITTED ALONGWITH THE UN-PRICED PART OF THE BID

It is expressly understood and agreed by and between(the Company) and Maharashtra Natural Gas Ltd. that Maharashtra Natural Gas Ltd. is entering into this agreement solely on its own behalf and not on behalf of any other person or entity. In particular, it is expressly understood and agreed that the Government of India is not a party to this agreement and has no liabilities, obligations or rights hereunder. It is expressly understood and agreed that Maharashtra Natural Gas Ltd. is an independent legal entity with power and authority to enter into contracts solely on its own behalf under the applicable Laws of India and general principles of Contract Law. The (Company) expressly agrees, acknowledges and understands that Maharashtra Natural Gas Ltd. is not an agent, representative or delegate of the Government of India. It is further understood and agreed that the Government of India is not and shall not be liable for any acts, omissions, commissions, breaches or other wrongs arising out of the contract. Accordingly..... (Company) hereby expressly waives, releases and foregoes any and all actions or claims, including cross claims, impleader claims or counter claims against the Government of India arising out of this contract and covenants not to sue to Government of India as to any manner, claim, cause of action or thing whatsoever arising of or under this agreement.

29.0 CONFLICT OF INTEREST:


 <p>MAHARASHTRA NATURAL GAS LIMITED</p>	<p>Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building</p> <p>Bid document No. MNGL/CP/2026-27/55</p>
---	--

- 29.1 The consultant shall not receive any remuneration in connection with the assignment except as provided in the contract. The consultant and its affiliates shall not engage in consulting or other activities that conflict with the interest of the employer under the contract.
- 29.2 MNGL policy requires that consultants provide professional, objective, and impartial advice and at all times hold the client's interests paramount, without any consideration for future work, and that in providing advice they avoid conflicts with other assignments and their own corporate interests. Consultants shall not be hired for any assignment that would be in conflict with their prior or current obligations to other clients, or that may place them in a position of being unable to carry out the assignment in the best interest of MNGL. Without limitation on the generality of the foregoing, consultants shall not be hired under the circumstances set forth below:
- a) Conflict between consulting activities and procurement of goods, works or services (other than consulting services covered by these Guidelines): A firm that has been engaged by MNGL to provide goods, works, or services (other than consulting services covered by these Guidelines) for a project, and each of its affiliates, shall be disqualified from providing consulting services related to those goods, works or services for the Project. Conversely, a firm hired to provide consulting services for the preparation or implementation of a project, and each of its affiliates, shall be disqualified from subsequently providing goods, works or services (other than consulting services covered by these Guidelines) resulting from or directly related to the firm's consulting services for such preparation or implementation.
 - b) Conflict among consulting assignments: Neither consultants (including their personnel and sub-consultants) nor any of their affiliates shall be hired for any assignment that, by its nature, may be in conflict with another assignment of the consultants. As an example, consultants hired to prepare engineering design for an infrastructure project shall not be engaged to prepare an independent environmental assessment for the same project, and consultants assisting a client in the privatization of public assets shall neither purchase, nor advise purchasers of, such assets. Similarly, consultants hired to prepare Terms of Reference (TOR) for an assignment shall not be hired for the assignment in question.
 - c. Relationship with Employer's staff: Consultants (including their personnel and sub consultants) that have a business or family relationship with a member of the Employer's staff (or of the project implementing agency's staff) who are directly or indirectly involved in any part of: (i) the preparation of the TOR of the contract (ii) the selection process for such contract or (iii) supervision of such contract may not be awarded a contract, unless the conflict stemming from this relationship has been resolved in a manner acceptable to the Employer throughout the selection process and the execution of the contract.
 - d) A Consultant, who prepares Detailed Feasibility Report (DFR) of a Project is not debarred from participating as Project Management Consultant (PMC) for the same Project as both are services in nature. If a Consultant is engaged for preparation of TOR of an assignment, such Consultant shall not be allowed to participate in bidding process of the assignment in question.

 <p>MAHARASHTRA NATURAL GAS LIMITED</p>	<p>Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building</p> <p>Bid document No. MNGL/CP/2026-27/55</p>
---	--

e) A Consultant who has been appointed by MNGL to assist in a bidding process where MNGL is a bidder, should not be a Consultant to any other prospective bidder(s) for the same assignment. Similarly, a Consultant appointed by any competitor of MNGL in a bidding process shall not be qualified in MNGL's tender for the same assignment.

- 29.5 Unfair Advantage:** Fairness and transparency in the selection process require that consultants or their affiliates competing for a specific assignment do not derive a competitive advantage from having provided consulting services related to the assignment in question. To that end, the Employer shall make available to all the short-listed consultants together with the request for proposals all information that would in that respect give a Consultant a competitive advantage.
- 29.3 Consultants have an obligation to disclose any situation of actual or potential conflict that impacts their capacity to serve the best interest of their Client, or that may reasonably be perceived as having this effect. Failure to disclose said situations may lead to the disqualification of the Consultant or the termination of its Contract.
- 29.4 No agency or current employees of the Client shall work as Consultants under their own ministries, departments or agencies. Recruiting former government employees of the Client to work for their former ministries, departments or agencies is acceptable provided no conflict of interest exists. When the Consultant nominates any government employee as Personnel in their technical proposal, such Personnel must have written certification from their government or employer confirming that they are on leave without pay from their official position and allowed to work full-time outside of their previous official position. Such certification shall be provided to the Client by the Consultant as part of his technical proposal.

 <p>MAHARASHTRA NATURAL GAS LIMITED</p>	<p>Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building</p> <p>Bid document No. MNGL/CP/2026-27/55</p>
---	--

29.4 No agency or current employees of the Client shall work as Consultants under their own ministries, departments or agencies. Recruiting former government employees of the Client to work for their former ministries, departments or agencies is acceptable provided no conflict of interest exists. When the Consultant nominates any government employee as Personnel in their technical proposal, such Personnel must have written certification from their government or employer confirming that they are on leave without pay from their official position and allowed to work full-time outside of their previous official position. Such certification shall be provided to the Client by the Consultant as part of his technical proposal.

30.0 SCHEDULE OF RATES / BID PRICES

(Schedule of Rates (SOR) is enclosed on e-tendering portal.)

- 30.1 Unless stated otherwise in the Bidding Documents, the Contract shall be for the whole works as described in Bidding Documents, based on the rates and prices submitted by the Bidder and accepted by the Employer. The prices quoted by the Bidders will be inclusive of all taxes except **GST (CGST & SGST/UTGST or IGST)**.
- 30.2 Prices must be filled in format for "Schedule of Rates [SOR]" enclosed as part of Tender document (**is enclosed on e-tendering portal.**). If quoted in separate typed sheets and any variation in item description, unit or quantity is noticed; the Bid is liable to be rejected.
- 30.3 Bidder shall quote for all the items of "SOR" after careful analysis of cost involved for the performance of the completed item considering all parts of the Bidding Document. In case any activity though specifically not covered in description of item under "SOR" but is required to complete the works as per Specifications, Scope of Work / Service, Standards, General Conditions of Contract ("GCC"), Special Conditions of Contract ("SCC") or any other part of Bidding Document, the prices quoted shall deemed to be inclusive of cost incurred for such activity.
- 30.4 All duties, taxes and other levies [if any] payable by the Contractor under the Contract, or for any other cause except final **GST (CGST & SGST/ UTGST or IGST)** shall be included in the rates / prices and the total bid-price submitted by the Bidder. Applicable rate of **GST (CGST & SGST/ UTGST or IGST)** on the contract value shall be indicated in Agreed Terms & Conditions (Format-F10) and SOR.
- 30.5 Prices quoted by the Bidder, shall remain firm and fixed and valid until completion of the Contract and will not be subject to variation on any account. Any new taxes & Duties, if imposed by the State/ Govt. of India after due date of bid submission but before the Contractual Delivery Date, shall be reimbursed to the contractor on submission of documentary evidence for proof of payment to State/ Govt. Authorities and after ascertaining it's applicability with respect to the contract.
- 30.6 The Bidder shall quote the prices in 'figures' & words. There should not be any discrepancy between the prices indicated in figures and the price indicated in words.
- 30.7 Further, Bidder shall also mention the **Service Accounting Codes (SAC)** at the designated place in SOR.

 <p>MAHARASHTRA NATURAL GAS LIMITED</p>	<p>Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building</p> <p>Bid document No. MNGL/CP/2026-27/55</p>
---	--

31.0 GST (CGST & SGST/ UTGST or IGST)

31.1 Bidders are required to submit copy of the GST Registration Certificate while submitting the bids wherever **GST (CGST & SGST/UTGST or IGST)** is applicable.

31.2 Quoted prices should be inclusive of all taxes and duties, except **GST (CGST & SGST or IGST or UTGST)**. Please note that the responsibility of payment of **GST (CGST & SGST or IGST or UTGST)** lies with the Supplier of Goods / Services only. Supplier of Goods / Services (Service Provider) providing taxable service shall issue an Invoice/ Bill, as the case may be as per rules/ regulation of GST. Further, returns and details required to be filled under GST laws & rules should be timely filed by Supplier of Goods / Services (Service Provider) with requisite details.

Payments to Service Provider for claiming **GST (CGST & SGST/UTGST or IGST)** amount will be made provided the above formalities are fulfilled. Further, MNGL may seek copies of challan and certificate from Chartered Accountant for deposit of **GST (CGST & SGST/UTGST or IGST)** collected from Owner.

31.3 In case CBEC (Central Board of Excise and Customs)/ any equivalent government agency brings to the notice of MNGL that the Supplier of Goods / Services (Service Provider) has not remitted the amount towards **GST (CGST & SGST/UTGST or IGST)** collected from MNGL to the government exchequer, then, that Supplier of Goods / Services (Service Provider) shall be put under Holiday list of MNGL for period of six months.

31.4 In case of statutory variation in **GST (CGST & SGST/UTGST or IGST)**, other than due to change in turnover, payable on the contract value during contract period, the Supplier of Goods / Services (Service Provider) shall submit a copy of the 'Government Notification' to evidence the rate as applicable on the Bid due date and on the date of revision.

Beyond the contract period, in case MNGL is not entitled for input tax credit of **GST (CGST & SGST/UTGST or IGST)**, then any increase in the rate of **GST (CGST & SGST/UTGST or IGST)** beyond the contractual delivery period shall be to Service Provider's account whereas any decrease in the rate **GST (CGST & SGST/UTGST or IGST)** shall be passed on to the Owner.

Beyond the contract period, in case MNGL is entitled for input tax credit of **GST (CGST & SGST/UTGST or IGST)**, then statutory variation in applicable **GST (CGST & SGST/UTGST or IGST)** on supply and on incidental services, shall be to MNGL's account.

Claim for payment of **GST (CGST & SGST/UTGST or IGST)**/ Statutory variation, should be raised within two [02] months from the date of issue of 'Government Notification' for payment of differential (in %) **GST (CGST & SGST/UTGST or IGST)**, otherwise claim in respect of above shall not be entertained for payment of arrears.

The base date for the purpose of applying statutory variation shall be the Bid Due Date.

31.5 Where MNGL is entitled to avail the input tax credit of **GST (CGST & SGST/UTGST or IGST)**:-

 <p>MAHARASHTRA NATURAL GAS LIMITED</p>	<p>Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building</p> <p>Bid document No. MNGL/CP/2026-27/55</p>
---	--

31.5.1 Owner/MNGL will reimburse the **GST (CGST & SGST/UTGST or IGST)** to the Supplier of Goods / Services (Service Provider) at actuals against submission of Invoices as per format specified in rules/ regulation of GST to enable Owner/MNGL to claim input tax credit of **GST (CGST & SGST/UTGST or IGST)** paid. In case of any variation in the executed quantities, the amount on which the **GST (CGST & SGST/UTGST or IGST)** is applicable shall be modified in same proportion. Returns and details required to be filled under GST laws & rules should be timely filed by supplier with requisite details.

31.5.2 The input tax credit of **GST (CGST & SGST/UTGST or IGST)** quoted shall be considered for evaluation of bids, as per evaluation criteria of tender document.

31.6 Where the MNGL is not entitled to avail/take the full input tax credit of **GST (CGST & SGST/UTGST or IGST)**:-

31.6.1 Owner/MNGL will reimburse **GST (CGST & SGST/UTGST or IGST)** to the Supplier of Goods / Services (Service Provider) at actuals against submission of Invoices as per format specified in rules/ regulation of GST subject to the ceiling amount of **GST (CGST & SGST/UTGST or IGST)** as quoted by the bidder, subject to any statutory variations, except variations arising due to change in turnover. In case of any variation in the executed quantities (If directed and/or certified by the Engineer-In-Charge) the ceiling amount on which **GST (CGST & SGST/UTGST or IGST)** is applicable will be modified on pro-rata basis.


31.6.2 The bids will be evaluated based on total price including applicable **GST (CGST & SGST/UTGST or IGST)**.

31.7 MNGL will prefer to deal with registered supplier of goods/ services under GST. Therefore, bidders are requested to get themselves registered under GST, if not registered yet.

However, in case any unregistered bidder is submitting their bid, their prices will be loaded with applicable **GST (CGST & SGST/UTGST or IGST)** while evaluation of bid. Where MNGL is entitled for input credit of **GST (CGST & SGST/UTGST or IGST)**, the same will be considered for evaluation of bid as per evaluation methodology of tender document.

31.8 In case MNGL is required to pay entire/certain portion of applicable **GST (CGST & SGST/UTGST or IGST)** and remaining portion, if any, is to be deposited by Bidder directly as per **GST (CGST & SGST/UTGST or IGST)** laws, entire applicable rate/amount of **GST (CGST & SGST/UTGST or IGST)** to be indicated by bidder in the SOR.

Where MNGL has the obligation to discharge **GST (CGST & SGST/UTGST or IGST)** liability under reverse charge mechanism and MNGL has paid or is /liable to pay **GST (CGST & SGST/UTGST or IGST)** to the Government on which interest or penalties becomes payable as per GST laws for any reason which is not attributable to MNGL or ITC with respect to such payments is not available to MNGL for any reason which is not attributable to MNGL, then MNGL shall be entitled to deduct/ setoff / recover such amounts against any amounts paid or payable by MNGL to Contractor / Supplier.

 <p>MAHARASHTRA NATURAL GAS LIMITED</p>	<p>Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building</p> <p>Bid document No. MNGL/CP/2026-27/55</p>
---	--

- 31.9 Contractor shall ensure timely submission of invoice(s) as per rules/ regulations of GST with all required supporting document(s) within a period specified in Contracts/ LOA / SO to enable MNGL to avail input tax credit. Further, returns and details required to be filled under GST laws & rules should be timely filed by supplier with requisite details.

If input tax credit with respect to **GST (CGST & SGST/UTGST or IGST)** is not available to MNGL for any reason which is not attributable to MNGL, then MNGL shall not be obligated or liable to pay or reimburse **GST (CGST & SGST/UTGST or IGST)** charged in the invoice(s) and shall be entitled to / deduct/ setoff /recover the such **GST (CGST & SGST/UTGST or IGST UTGST)** thereupon together with all penalties and interest if any, against any amounts paid or payable by MNGL to Supplier of Goods / Services.


31.10 Anti-profiteering clause

As per Clause 171 of GST Act it is mandatory to pass on the benefit due to reduction in rate of tax or from input tax credit to the consumer by way of commensurate reduction in prices. The Supplier of Goods / Services may note the above and quote their prices accordingly.

- 31.11 In case the GST rating of vendor on the GST portal / Govt. official website is negative / black listed, then the bids may be rejected by MNGL. Further, in case rating of bidder is negative / black listed after award of work for supply of goods / services, then MNGL shall not be obligated or liable to pay or reimburse GST to such vendor and shall also be entitled to deduct / recover such GST along with all penalties / interest, if any, incurred by MNGL.

32.0 BID SECURITY

- 32.1 The bidder shall furnish, as part of his bid, bid security of the amount specified in the IFB / RFQ.
- 32.2 The bid security is required to protect the OWNER against the risk of bidder's conduct which would warrant the security's forfeiture.
- 32.3 Any bid not secured in accordance with Article-32.1 may be rejected by the OWNER as non-responsive.
- 32.4 Unsuccessful bidder's bid security will be discharged/returned as promptly as possible.
- 32.5 The successful bidder's bid security will be discharged upon the bidder's executing the Contract, pursuant to furnishing the Performance security.
- 32.6 The bid security may be forfeited:
- If a bidder withdraws his bid during the period of bid validity specified by the bidder on the Bid Form; or
 - In the case of a successful bidder, if the bidder fails;

 <p>MAHARASHTRA NATURAL GAS LIMITED</p>	<p>Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building</p> <p>Bid document No. MNGL/CP/2026-27/55</p>
---	--

- i) To furnish Performance Security as per provision of the bid document.
- ii) To accept as arithmetical corrections of its bid as per provision of the bid document.

32.7 Bid Security should be in favor of "Maharashtra Natural Gas Limited" and addressed to MNGL, Pune. Moreover original Bid Security should be enclosed separately in a sealed cover and submitted along with the bid. Bid Security must indicate the Bid Document number. The Bid Security shall be strictly in the form provided in the bid document.


This shall be in the form of Crossed Demand Draft or Bank Guarantee in favour of Maharashtra Natural Gas Limited valid for a period of two months beyond the date of bid validity. Bank Guarantee shall be from any Indian scheduled commercial bank or a branch of an International bank situated in India and registered with Reserve Bank of India as scheduled foreign bank in case of Indian bidder and from any reputed International bank having operation in India or Indian scheduled commercial bank in case of foreign bidder. However, other than the Nationalized Indian Bank, the bank whose BG are furnished, must be commercial banks having net worth in excess of Rs. 100 crores and a declaration to this effect should be made by such commercial bank either in the bank guarantee itself or separately on a letter head.

32.8 The Indian / Domestic firms registered with MSME / NSIC, under its single point registration scheme are exempted from furnishing Bid Security, provided they are registered for the items / work they intend to quote and subject to their enclosing with their bid a copy of latest and current registration certificate.

33.0 Corrupt or Fraudulent Practices

33.1 MNGL requires that bidders/ contractors observe the highest standard of ethics during the execution of contracts. In pursuance of this policy, the Employer:

- a) defines, for the purposes of this provision, the terms set forth below as follows:
 - i) "corrupt practice" means the offering, giving, or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution; and
 - ii) "fraudulent practice" means a misrepresentation of facts to influence a procurement process or the execution of a contract to the detriment of the Employer and includes collusive practice among bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the Employer of the benefits of free and open competition.
- b) will reject a proposal for award if it determines that the bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question.
- c) will declare a firm ineligible and put on holiday, either indefinitely or for a stated period if it at any time determines that the firm has engaged in corrupt or fraudulent practices in competing for, or in executing a contract.

 <p>MAHARASHTRA NATURAL GAS LIMITED</p>	<p>Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building</p> <p>Bid document No. MNGL/CP/2026-27/55</p>
---	--

34.0 PROCUREMENT FROM A BIDDER WHICH SHARES A LAND BORDER WITH INDIA.

I. Order (Public Procurement No. 1) dated 23.07.2020, Order (Public Procurement No. 2) dated 23.07.2020 and Order (Public Procurement No. 3) dated 24.07.2020, Department of Expenditure, Ministry of Finance, Govt. of India refers. The same are available at website <https://doe.gov.in/procurement-policy-divisions>.

II. Any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. For details of competent authority refer to Annexure I of Order (Public Procurement No. 1) dated 23.07.2020. Further the above will not apply to bidders from those countries (even if sharing a land border with India) to which the Government of India has extended lines of credit or in which the Government of India is engaged in development projects. Updated lists of countries to which lines of credit have been extended or in which development projects are undertaken are given in the website of the Ministry of External Affairs, Govt. of India

III. "Bidder" (including the term 'tenderer', 'consultant' 'vendor' or 'service provider' in certain contexts) for purpose of this provision means any person or firm or company, including any member of a consortium or joint venture (that is an association of several persons, or firms or companies), every artificial juridical person not falling in any of the descriptions of bidders stated hereinbefore, including any agency, branch or office controlled by such person, participating in a procurement process.


- IV. "Bidder from a country which shares a land border with India" for the purpose of this:
- An entity incorporated, established or registered in such a country; or
 - A subsidiary of an entity incorporated, established or registered in such a country; or
 - An entity substantially controlled through entities incorporated, established or registered in such a country; or
 - An entity whose beneficial owner is situated in such a country; or
 - An Indian (or other) agent of such an entity; or
 - A natural person who is a citizen of such a country; or
 - A consortium or joint venture where any member of the consortium or joint venture falls under any of the above

V. "Beneficial owner" for the purpose of above (IV) will be as under:

i. In case of a company or Limited Liability Partnership, the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more juridical person(s), has a controlling ownership interest or who exercises control through other means.

Explanation—

- "Controlling ownership interest" means ownership of, or entitlement to, more than twenty-five per cent of shares or capital or profits of the company.
- "Control" shall include the right to appoint the majority of the directors or to control the management or policy decisions, including by virtue of their shareholding or management rights or shareholder's agreements or voting agreements.

 <p>MAHARASHTRA NATURAL GAS LIMITED</p>	<p>Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building</p> <p>Bid document No. MNGL/CP/2026-27/55</p>
--	--

- ii) In case of a partnership firm, the beneficial owner is the natural person(s) who, whether acting alone or together, or through one or more juridical person, has ownership of entitlement to more than fifteen percent of capital or profits of the partnership.
- iii) In case of an unincorporated association or body of individuals, the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more juridical person, has ownership of or entitlement to more than fifteen percent of the property or capital or profits of such association or body of individuals.
- iv) Where no natural person is identified under (i) or (ii) or (iii) above, the beneficial owner is the relevant natural person who holds the position of senior managing official.
- v) In case of a trust, the identification of beneficial owner(s) shall include identification of the author of the trust, the trustee, the beneficiaries with fifteen percent or more interest in the trust and any other natural person exercising ultimate effective control over the trust through a chain of control or ownership.
- VI. "Agent" for the purpose of this Order is a person employed to do any act for another, or to represent another in dealings with third persons
- VII. The Successful bidder shall not be allowed to subcontract works to any contractor from a country which shares a land border with India unless such contractor is registered with the Competent Authority.
- VIII. SUBMISSION OF CERTIFICATE IN BIDS: Bidder shall submit a certificate in this regard as Format F-18. If such certificate given by a bidder whose bid is accepted is found to be false, this would be a ground for immediate rejection of the bid/termination and further action as per "Procedure for Action in case of Corrupt/Fraudulent/ Collusive / Coercive Practices" of tender document.
- IX. The registration, wherever applicable, should be valid at the time of submission of bids and at the time of acceptance of bids. In respect of supply otherwise than by tender, registration should be valid at the time of placement of order. If the bidder was validly registered at the time of acceptance / placement of order, registration shall not be a relevant consideration during contract execution

 <p>MAHARASHTRA NATURAL GAS LIMITED</p>	<p>Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building</p> <p>Bid document No. MNGL/CP/2026-27/55</p>
---	--

FORMS & FORMAT

 <p>MAHARASHTRA NATURAL GAS LIMITED</p>	<p>Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building</p> <p>Bid document No. MNGL/CP/2026-27/55</p>
--	--

ANNEXURE - A

Bid Form

Date:

To:
M/s. Maharashtra Natural Gas Ltd.
Pride Purple Coronet, 2nd Floor,
Baner Road, Baner,
Pune - 411045

Dear Sir,

Having examined the Bid Document No. MNGL/CP/2026-27/55 the receipt of which is hereby duly acknowledged, we, the undersigned, offer to provide consultancy services in conformity with the terms and conditions of TENDER.

We undertake, if our bid is accepted, to complete entire work as specified in the tender document within the completion schedule specified therein. If our bid is accepted we will obtain the guarantee of a Bank in a sum not exceeding 10% of the Contract price for the due performance of the Contract.

We agree to abide by this bid for a period of four months from the date fixed for bid opening under Instructions to Bidders and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal contract is prepared and executed, this bid, together with your written acceptance thereof in your notification of award, shall constitute a binding Contract between us.

We understand that you are not bound to accept the lowest or any bid, you may receive.

Dated this Day of 2026

Signature of authorized signatory
Name: -----

Date:

Designation:

Place:

Seal:

 <p>MAHARASHTRA NATURAL GAS LIMITED</p>	<p>Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building</p> <p>Bid document No. MNGL/CP/2026-27/55</p>
---	--

ANNEXURE – B

Contract Agreement Form

AGREEMENT for “_____” (hereinafter called the "Job") made on _____ day of _____, 2026 between M/s _____, hereinafter called the “CONSULTANT” (which term shall unless excluded by or repugnant to the subject or context include its successors and permitted assignees) of the one part and the M/s. Maharashtra Natural Gas Ltd. Pride Purple Coronet, 2nd Floor, Baner Road, Baner, Pune - 411045 hereinafter called “MNGL” (which term shall unless excluded by or repugnant to the subject or context include its successors and assignees) of the other part.

WHEREAS

MNGL being desirous of having provided for execution of certain work mentioned, enumerated or referred to in the Service Order (SO) including Completion Schedule of job has called for proposal.

- A. The CONSULTANT has examined the Job specified in TENDER of MNGL and has satisfied himself by careful examination before submitting his proposal as to the nature of the Job and local conditions, the nature and magnitude of the Job, the availability of manpower and materials necessary for the execution of Job and has made local and independent enquiries and obtained complete information as to the matters and thing referred to, or implied in SO or having any connection therewith and has considered the nature and extent of all probable and possible situations, delays, hindrances or interference's to or with the execution and completion of the Job to be carried out under the Agreement, and has examined and considered all other matters, conditions and things and probable and possible contingencies, and generally all matters incidental thereto and auxiliary thereof affecting the completion of the Job and which might have included him in making his proposal.
- B. The SO including Completion Schedule of Job and Letter of Acceptance of proposal form part of this Agreement though separately set out herein and are included in the expression Agreement wherever herein used.

AND WHEREAS

MNGL accepted the bid of the CONSULTANT for the provision and the execution of the said Job at the values stated in bid and finally approved by MNGL upon the terms and subject to the conditions of Agreement.

NOW THIS AGREEMENT WITNESSETH AND IT IS HEREBY AGREED AND DECLARED AS FOLLOWS :

1. In consideration of the payment to be made to the CONSULTANT for the Job to be executed by him the CONSULTANT hereby covenants with MNGL that the CONSULTANT shall and will duly provide, execute and complete the said Job and shall do and perform all other acts and things in the Agreement mentioned or described or which are to be implied there from or may be reasonably necessary for the completion of the said Job and at the said times and in the manner and subject to the terms and conditions or stipulations mentioned in the Agreement.
2. In consideration of the due provision execution and completion of the said Job, MNGL does hereby agree with the Agreement that MNGL will pay to the CONSULTANT the respective amounts for the Job actually done by him and approved by MNGL at the amount specified in this SO, such payment to be made at such time in such manner as provided for in the Agreement and SO.

In witness whereof the parties have executed these presents in the day and the year first above written.

Signed and Delivered for
and on behalf of
M/s Maharashtra Natural Gas Ltd.

Signed and Delivered
for and on behalf of

 MAHARASHTRA NATURAL GAS LIMITED	Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building Bid document No. MNGL/CP/2026-27/55
---	---

Date : _____

Date : _____

Place: _____

Place: _____

IN PRESENCE OF TWO WITNESSES

1. _____

1. _____

2. _____

2. _____

 MAHARASHTRA NATURAL GAS LIMITED	Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building Bid document No. MNGL/CP/2026-27/55
--	---

ANNEXURE- C

AGREED TERMS AND CONDITIONS

Bidder's Name M/s.

Tender No:

Offer Ref.....

This Questionnaire duly filled in should be returned along with each copy of Un-priced Bid. Clauses confirmed hereunder should not be repeated in the Bid.

S. No.	Description	Bidder's Confirmation
1.	It is noted that deviations to Terms & Conditions shall lead to rejection of offer, as specified in the Tender document.	
2.	Ensure and confirm that prices quoted in 'Schedule of Rates', are for complete scope of work as defined in the Tender document.	
3.(a)	Ensure & confirm that quoted prices are inclusive of all taxes, duties, levies but excluding GST as per provisions of tender	
3 (b)	Rate of applicable GST must be filled in BOQ in e-tender portal	
3 (c)	As per Clause 171 of GST Act it is mandatory to pass on the benefit due to reduction in rate of tax or from input tax credit to the consumer by way of commensurate reduction in prices. The Supplier of Goods / Services may note the above and quote their prices accordingly. Please confirm	
4.	Confirm that the offer shall remain valid for acceptance up to 4 months from Final Bid Due Date/Date of Opening of Bids.	
5.	Bidder's name and address	
6.	Confirm that quoted fee in % shall remain firm and fixed till completion of Project as per provision of tender document	
7.	Please indicate the currency of quoted prices.	
8.	Confirm acceptance of Completion period as per requirement Specified in tender document (to be reckoned from date of Service Order)	
9.	Confirm that all details/documents are submitted in line with Article no. 12.5 of ITB, Section-2 of Bidding document	
10.	Confirm acceptance of Price Reduction Schedule (PRS) for delay in completion beyond contractually agreed completion schedule as	

 <p>MAHARASHTRA NATURAL GAS LIMITED</p>	<p>Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building</p> <p>Bid document No. MNGL/CP/2026-27/55</p>
--	--

	specified in the Tender/Bidding Document.	
11.	Confirm that in case of delay in completion beyond contractual completion date the invoice shall be submitted for the amount duly reduced to the extent of PRS against each phase.	
12.	Confirm in case of delay in completion beyond contractual completion date, any new or additional taxes and duties imposed shall be to Consultant's account.	
13.	Confirm acceptance of relevant Terms of Payment as specified in the Tender/Bidding Document. [Payment terms indicated in Tender/Bidding Document do not provide for any advance payment to be made to the bidder(s)].	
14.a	Confirm acceptance in toto of the Terms & Conditions contained in- i) Instructions to Bidders ii) General Conditions of Contract (GCC). iii) Scope of work, SCC & Deliverables iv) All other commercial documents/ attachments of Tender/Bidding Document.	
14.b	In case of reservations, confirm that clause wise comments have been specified as annexure to this format. Deviations to terms & conditions of tender document, if any, mentioned elsewhere than Annexed to this Agreed Terms & Conditions shall not be given any cognizance.	
14.c	All the terms & conditions have been indicated in this format (including annexure, if any) and have not been repeated in the bid elsewhere. It is noted that Terms & Conditions indicated elsewhere including any printed Terms & Conditions, shall not be considered by Owner.	
15.	The bidder is required to state: (i) whether any of the Directors of bidder is not a relative of any Director of Owner or (ii) the Bidder is a firm in which any Director of Owner or his relative is a partner or (iii) the Bidder is a private company in which any Director of Owner is a member or Director.	
16.	All correspondence must be in English Language only.	
17.	Indicate Name & Contact No. (Telephone / Fax No. / E-mail) of person(s) to whom queries, if any, are to be addressed against your bid.	Name: Contact No.: Fax: Email:
18.	Owner reserves the right to make any change in the terms & conditions of the tender/bidding	

 MAHARASHTRA NATURAL GAS LIMITED	Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building Bid document No. MNGL/CP/2026-27/55
--	---

	document and to reject any or all bids including those received late or incomplete.	
19.	Confirm that all Bank charges associated with Bidder's Bank shall be borne by Bidder.	

BIDDER CONFIRMS THAT IN CASE OF CONFLICTING VERSION OF VARIOUS TERMS & CONDITIONS AT DIFFERENT PLACES, THE CONFIRMATION FURNISHED AS ABOVE SHALL BE CONSIDERED OVER-RIDING AND FINAL AND ANY OTHER DEVIATION INDICATED ELSEWHERE SHALL BE TREATED AS REDUNDANT.

Place:
Date:

Signature of Authorized Person:
Name:
Designation:
Seal:

 <p>MAHARASHTRA NATURAL GAS LIMITED</p>	<p>Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building</p> <p>Bid document No. MNGL/CP/2026-27/55</p>
---	--

ANNEXURE – D

PROFORMA FOR BANK GUARANTEE FOR EARNEST MONEY DEPOSIT/ BID SECURITY

(To be stamped in accordance with the Stamp Act)

Ref: Bank Guarantee No.
Date

To
M/s. Maharashtra Natural Gas Ltd.
Pride Purple Coronet, 2nd Floor,
Baner Road, Baner,
Pune - 411045

Dear Sir(s),

In accordance with Letter Inviting Tender under your reference No. _____ M/s
_____ having their Registered/ Head Office at _____
_____ (hereinafter called the Tenderer) wish to participate in the said tender for

As an irrevocable Bank Guarantee against Earnest Money for the amount of _____ is required to be submitted by the Tenderer as a condition precedent for participation in the said tender which amount is liable to be forfeited on the happening of any contingencies mentioned in the Tender Document.

We, the _____ Bank at _____ having our Head Office _____ (Local Address) guarantee and undertake to pay immediately on demand without any recourse to the tenderers by Maharashtra Natural Gas Limited the amount _____ without any reservation, protest, demur and recourse. Any such demand made by MNGL, shall be conclusive and binding on us irrespective of any dispute or difference raised by the Tenderer.

This guarantee shall be irrevocable and shall remain valid up to _____ [this date should be 6 months after the date finally set out for closing of tender]. If any further extension of this guarantee is required, the same shall be extended to such required period on receiving instructions from M/s _____ whose behalf this guarantee is issued.

In witness whereof the Bank, through its authorized officer, has set its hand and stamp on this _____ day of _____ 2019 at _____.

WITNESS:

(SIGNATURE)
(NAME)

(OFFICIAL ADDRESS)

(SIGNATURE)
(NAME)
Designation with Bank Stamp
Attorney as per
Power of Attorney No. _____
Date: _____

 <p>MAHARASHTRA NATURAL GAS LIMITED</p>	<p>Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building</p> <p>Bid document No. MNGL/CP/2026-27/55</p>
--	--

ANNEXURE-E

AGREEMENT ON THE LETTERHEAD OF THE BIDDER TO BE SUBMITTED

REGARDING NON-INVOLVEMENT OF ANY OTHER ENTITY OR GOVERNMENT OF INDIA IN RESPECT OF THE PRESENT CONTRACT

It is expressly understood and agreed by and between(Consultant) and Maharashtra Natural Gas Ltd.(MNGL) that MNGL is entering into this agreement solely on its own behalf and not on behalf of any other person or entity. In particular, it is expressly understood and agreed that the Government of India is not a party to this agreement and has no liabilities, obligations or rights hereunder. It is expressly understood and agreed that MNGL is an independent legal entity with power and authority to enter into contracts solely on its own behalf under the applicable Laws of India and general principles of Contract Law. The..... (Consultant) expressly agrees, acknowledges and understands that MNGL is not an agent, representative or delegate of the Government of India. It is further understood and agreed that the Government of India is not and shall not be liable for any acts, omissions, commissions, breaches or other wrongs arising out of the contract. Accordingly (Consultant) hereby expressly waives, releases and foregoes any and all actions or claims, including cross claims, impleader claims or counter claims against the Government of India arising out of this contract and covenants not to sue to Government of India as to any manner, claim, and cause of action or thing whatsoever arising of or under this agreement.

Place:
Date:

Signature of Authorized Person:
Name:
Designation:
Seal:

 MAHARASHTRA NATURAL GAS LIMITED	Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building Bid document No. MNGL/CP/2026-27/55
---	---

ANNEXURE -F

NO DEVIATION CONFIRMATION

To,
M/s. Maharashtra Natural Gas Ltd.
Pride Purple Coronet, 2nd Floor,
Baner Road, Baner,
Pune - 411045

Date:

Dear Sir,

We understand that any deviation/exception in any form may result in rejection of bid. We, therefore, certify that we have not taken any exceptions/deviations anywhere in the bid and we agree that if any deviation/exception is mentioned or noticed, our bid may be rejected.

Place:
Date:

Signature of Authorised Signatory
Name:

Designation:
Seal:

 <p>MAHARASHTRA NATURAL GAS LIMITED</p>	<p>Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building</p> <p>Bid document No. MNGL/CP/2026-27/55</p>
---	--

ANNEXURE - G

PROFORMA OF "BANK GUARANTEE" FOR "CONTRACT PERFORMANCE SECURITY / SECURITY DEPOSIT" (TO BE STAMPED IN ACCORDANCE WITH STAMP ACT)

REF.
Order No.

Bank Guarantee No.:
Date:


To
M/s. Maharashtra Natural Gas Ltd.
Pride Purple Coronet, 2nd Floor,
Baner Road, Baner,
Pune - 411045

Dear Sirs,

In consideration of the Maharashtra Natural Gas Ltd., Pune (India) (herein referred to as the OWNER which expression shall unless repugnant to the context or meaning thereof include successors, administrators and assigns) having awarded to M/s_____ (hereinafter referred to as the "CONSULTANT" which expression shall unless repugnant to the context or meaning thereof include their respective successors, administrators, executors and assigns) the work of -----by issue of OWNER Order No._____ dated_____ and the same having been accepted by the Consultant resulting into CONTRACT for ----- as per above referred Order having a total value of _____ for the work of ----- and the CONSULTANT having agreed to provide a Contract Performance and warranty guarantee for faithful performance of the aforementioned Contract to Owner.

We (bank) _____ having Head Office at _____ (hereinafter referred to as the Bank, which expressly shall, unless repugnant to the context or meaning thereof include successors, administrators, executors and assigns) do hereby guarantee to undertake to pay the OWNER on demand any and all moneys payable by the Consultant to the extent of 5%(Five percent) of the Contract Prices as aforesaid at any time up to _____ without a reference to the CONSULTANT. Any such demand made by OWNER on bank shall be inclusive and binding notwithstanding any difference between OWNER and CONSULTANT or any dispute pending before any Court, Tribunals, arbitrators or any other Authority, discharges this guarantee.

The bank undertakes not to revoke this guarantee during its currency without previous consent of OWNER and further agrees that the guarantee herein contained shall continue to be enforceable till the OWNER discharges this guarantee. OWNER shall have the fullest liberty without affecting in any way the liability of the BANK under this guarantee from time to time to extend the time for performance by CONSULTANT of the afore mentioned CONTRACT, OWNER shall have the fullest liberty, without affecting this guarantee, to postpone from time to time the exercise of any power vested in them or of

 <p>MAHARASHTRA NATURAL GAS LIMITED</p>	<p>Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building</p> <p>Bid document No. MNGL/CP/2026-27/55</p>
--	--

any right which they might have against CONSULTANT, and to exercise the same at any time in any manner, and either to enforce to forebear to enforce any covenants contained or implied, in the aforementioned CONTRACT between OWNER and CONSULTANT or any other course of or remedy or security available to OWNER. The BANK shall not be released of its obligations under these presents by any exercise by OWNER of its liability with reference to the matters aforesaid or any of them or by reason or any other acts of omission or commission on the part of OWNER or any other indulgence shown by OWNER or by any other matter or thing whatsoever which under law would, but for this provision, have the effect or relieving the BANK. The BANK also agrees that OWNER at its option shall be entitled to enforced this Guarantee against the Bank as a Principal debtor, in the first instance without proceeding against CONSULTANT and notwithstanding any security or other guarantee that OWNER may have in relation to the CONSULTANT'S liabilities.

Notwithstanding anything contained herein above our liability under this Guarantees restricted to AND it shall remain in force upto and including _____ and shall be extended from time to time for such period as may be desired by the CONSULTANT on whose behalf this Guarantee has been given.

Therefore, we hereby affirm that we are guarantors and responsible to you on behalf of the Consultant up to a total amount of (amount of guarantees in words and figures) and we undertake to pay you, upon your first written demand declaring the Consultant to be in default under the contract and without caveat or argument, any sum or sums within the limits of (amount of guarantee) as aforesaid, without your needing to prove or show grounds or reasons for your demand or the sum specified therein.

This guarantee is valid until the _____ day of _____ 2026

We have power to issue this guarantee in your favour under memorandum and Article of Association and the undersigned has full powers to do so under the Power of Attorney/Resolution of the Board of Directors dated _____ accorded to him by the bank.

Dated the _____ day of _____ 2026

WITNESS:

(SIGNATURE)

(SIGNATURE)

BANK RUBBER STAMP

(NAME)

(NAME)

(OFFICIAL SEAL)

Designation with bank stamp

Plus Attorney as per Power

Of Attorney/Resolution Board of Directors

Date:

 MAHARASHTRA NATURAL GAS LIMITED	Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building Bid document No. MNGL/CP/2026-27/55
--	---

ANNEXURE-H

BIDDER'S GENERAL INFORMATION

To,
M/s. Maharashtra Natural Gas Ltd.
Pride Purple Coronet, 2nd Floor, Baner Road, Baner,
Pune - 411045

TENDER NO:

1	Bidder Name	
2	Status of Firm	Proprietorship Firm/Partnership firm/ Limited/Others If Others Specify: _____ [Enclose certificate of Registration]
3	Name of Proprietor/Partners/Directors of the firm/company	
4	Number of Years in Operation	
5	Address of Registered Office: *In case of Partnership firm, enclose letter mentioning current address of the firm and the full names and current addresses of all the partners of the firm.	City: District: State: PIN/ZIP:
6	Operation Address (if different from above)	City: District: State: PIN/ZIP:
7	Telephone Number	(Country Code) (Area Code) (Telephone No.)
8	E-mail address	
9	Website	
10	Fax Number:	(Country Code) (Area Code) (Telephone No.)
11	ISO Certification, if any	{If yes, please furnish details}
12	PAN No.	[Enclose copy of PAN Card]
13	Good & GST No.	[Enclose copy of GST Registration Certificate]
14	EPF Registration No.	[Enclose copy of EPF Registration Certificate]

 MAHARASHTRA NATURAL GAS LIMITED	Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building Bid document No. MNGL/CP/2026-27/55
--	---

15	ESI code No.	[Enclose copy of relevant document]
16	We (Bidder) are cover under the definition of section 2 (n) of the MSMED Act	Yes / No <i>(If the response to the above is ‘Yes’, Bidder to provide Purchaser a copy of the Entrepreneurs Memorandum (EM) filled with the authority specified by the respective State Government.)</i>
17	Whether Micro/Small/Medium Enterprise	(Bidder to submit documents as specified it ITB)

Place:

[Signature of Authorized Signatory of Bidder]

Date:

Name:

Designation:

Seal:

 <p>MAHARASHTRA NATURAL GAS LIMITED</p>	<p>Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building</p> <p>Bid document No. MNGL/CP/2026-27/55</p>
---	--

ANNEXURE-I

LETTER OF AUTHORITY

**PROFORMA FOR LETTER OF AUTHORITY FOR ATTENDING AND SUBSEQUENT
NEGOTIATIONS/CONFERENCES**

No.

Date:

To,
M/s. Maharashtra Natural Gas Ltd.
Pride Purple Coronet, 2nd Floor, Baner Road, Baner,
Pune - 411045

Dear Sir,

We _____ hereby authorize following representative(s) to attend Pre Bid Meeting / un-priced bid opening / Price bid opening and for any other correspondence and communication against above Bidding Document:

1) Name & Designation _____ Signature _____

2) Name & Designation _____ Signature _____

We confirm that we shall be bound by all commitments made by aforementioned authorised representatives.

Yours faithfully,

Place: [Signature of Authorized Signatory of Bidder]

Date: Name:

Designation:

Seal:

Note:

- (i) This letter of authority should be on the letterhead of the bidder and should be signed by a person competent and having the power of attorney to bind the bidder.
- (ii) Not more than two persons are permitted to attend bid opening.

 <p>MAHARASHTRA NATURAL GAS LIMITED</p>	<p>Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building</p> <p>Bid document No. MNGL/CP/2026-27/55</p>
--	--

ANNEXURE-J

E-Banking Mandate Form

(To be issued on vendors letter head)

1. Vendor/customer Name :
2. Vendor/customer Code:
3. Vendor /customer Address:
4. Vendor/customer e-mail id:
5. Particulars of bank account
 - a) Name of Bank
 - b) Name of branch
 - c) Branch code:
 - d) Address:
 - e) Telephone number:
 - f) Type of account (current/saving etc.)
 - g) Account Number:
 - h) RTGS IFSC code of the bank branch
 - i) NEFT IFSC code of the bank branch
 - j) 9 digit MICR code

I/We hereby authorize MNGL to release any amount due to me/us in the bank account as mentioned above. I/We hereby declare that the particulars given above are correct and complete. If the transaction is delayed or lost because of incomplete or incorrect information, we would not hold the MNGL responsible.

(Signature of vendor/customer)

BANK CERTIFICATE

We certify that ----- has an Account no. ----- with us and we confirm that the details given above are correct as per our records.

Bank stamp

Date

(Signature of authorized officer of bank)

 <p>MAHARASHTRA NATURAL GAS LIMITED</p>	<p>Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building</p> <p>Bid document No. MNGL/CP/2026-27/55</p>
--	--

ANNEXURE-K

DECLARATION REGARDING HOLIDAY/BANNING AND LIQUIDATION, COURT RECEIVERSHIP

To,
Maharashtra Natural Gas Ltd.
Plot No. 27, A-Block, 1st Floor,
Narveer Tanajiwadi PMPML Bus Depot Commercial Building,
Shivajinagar, Pune – 411005

SUB:
TENDER NO:

Dear Sir,

We hereby confirm that we are not on 'Holiday' by MNGL or Public Sector Project Management Consultant (like EIL, Mecon only due to "poor performance" or "corrupt and fraudulent practices") or banned by Government department/ Public Sector on due date of submission of bid.

We also confirm that we are not under any liquidation, court receivership or similar proceedings or 'bankruptcy'.

In case it comes to the notice of MNGL that the bidder has given wrong declaration in this regard, the same shall be dealt as 'fraudulent practices'.

Further, we also confirm that in case there is any change in status of the declaration prior to award of contract, the same will be promptly informed to MNGL by us.

Place: [Signature of Authorized Signatory of Bidder]
Date: Name:
Designation:
Seal:

 MAHARASHTRA NATURAL GAS LIMITED	Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building Bid document No. MNGL/CP/2026-27/55
--	---

ANNEXURE-M

BIDDER'S EXPERIENCE

To,
M/s Maharashtra Natural Gas Ltd.

SUB:
TENDER NO:

Sl. No	Description of the Services	LOA /WO No. and date	Full Postal Address & phone nos. of Client. Name, designation and address of Engineer/ Officer-in-Charge (for cases other than purchase)	Value of Contract/Order (Specify Currency Amount)	Date of Commencement of Services	Scheduled Completion Time (Months)	Date of Actual Completion	Reasons for delay in execution, if any
(1)	(2)	(3)	(5)	(6)	(7)	(8)	(9)	(10)

Place: [Signature of Authorized Signatory of Bidder]
Date: Name:
Designation:
Seal:

 MAHARASHTRA NATURAL GAS LIMITED	Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building Bid document No. MNGL/CP/2026-27/55
--	---

Annexure - R

DETAILS OF KEY PERSONNEL

Personal Name	Designation	Qualification	Employment Status (Own/Associate)	Total Years of Experience	Major Work Areas
Principal Architect					
Architectural Design Team					
Structural Design Team					
MEP Team					
Project Management Team					

Note: Bio-data of above key personnel to be submitted in bid.

Place: [Signature of Authorized Signatory of Bidder]
Date: Name:
Designation:
Seal:

 <p>MAHARASHTRA NATURAL GAS LIMITED</p>	<p>Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building</p> <p>Bid document No. MNGL/CP/2026-27/55</p>
---	--

Annexure - S

Certificate from Head of Department of HR

This is to certify that following personnel/ employee are on company pay roll as on (date):

- (i) (Name & designation)
- (ii) (Name & designation)
- (iii) (Name & designation)
- (iv) (Name & designation)

[Signature of HR Head]

Name:

Designation:

Seal:

Date:

[Signature of Authorized Signatory]

Name:

Designation:

Seal:

 MAHARASHTRA NATURAL GAS LIMITED	Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building Bid document No. MNGL/CP/2026-27/55
--	---

FORMAT FOR TENDER ACCEPTANCE LETTER

(To be given on Company Letter Head)

Date:

To,
M/s Maharashtra Natural Gas Limited
Pride Purple Coronet, 2nd Floor,
Baner Road, Baner,
Pune – 411045

Sub: Acceptance of Terms & Conditions of Tender.

Tender Reference No: **MNGL/CP/2026-27/.....**


Name of Tender / Work: - **Tender for appointment of Interior Designer-Cm-PMC (Project Management Consultant) for MNGLs Balewadi Office Building.**

Dear Sir / Madam,

1. I / We have downloaded / obtained the tender document(s) for the above mentioned 'Tender/Work' from the web site(s) namely:

_____ as per your advertisement, given in the above-mentioned website(s).
2. I / We hereby certify that I / we have read the entire terms and conditions of the tender documents from Page No. _____ to _____ (including all documents like annexure(s), schedule(s), etc.), which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.
3. The corrigendum(s) issued from time to time by your department / organization too have also been taken into consideration, while submitting this acceptance letter.
4. I / We hereby unconditionally accept the tender conditions of above-mentioned tender document(s) / corrigendum(s) in its totality / entirety.
5. I / We hereby declare that our Firm has not been Black / holiday list by MNGL/MoP&NG/Oil Public Sector Enterprise(s)
6. I / We certify that all information furnished by our Firm is true & correct and if the information is found to be incorrect/untrue or found violated, then your department/ organization shall without giving any notice or reason thereof summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours
Faithfully, (Signature of the Bidder, with
Official Seal)

 <p>MAHARASHTRA NATURAL GAS LIMITED</p>	<p>Tender for appointment of Interior Designer-Cm-PMC (Project Management Consultant) for MNGLs Balewadi Office Building</p> <p>Bid document No. MNGL/CP/2026-27/51</p>
---	---

F-12

UNDERTAKING ON LETTERHEAD

To,
M/s Maharashtra Natural Gas Limited,
Pride Purple Coronet, 2nd Floor,
Baner Road, Baner,
Pune – 411045

Sub:

Tender No:

Dear Sir,

We have read the clause regarding Provisions for Procurement from a Bidder which shares a land border with India, we certify that, bidder M/s _____ (Name of Bidder) is:

- (i) Not from such a country []
- (ii) If from such a country, has been registered []
With the Competent Authority.
(Evidence of valid registration by the
Competent Authority shall be attached)


(Bidder to tick appropriate option above)

We hereby certify that bidder M/s _____ (***Name of bidder***) fulfils all requirements in this regard and is eligible to be considered against the tender.

Place: {Signature of Authorised Signatory of Bidder}
Date: Name:
Designation:
Seal:

 <p>MAHARASHTRA NATURAL GAS LIMITED</p>	<p>Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building</p> <p>Bid document No. MNGL/CP/2026-27/55</p>
---	--

GENERAL CONDITION OF CONTRACT

 <p>MAHARASHTRA NATURAL GAS LIMITED</p>	<p>Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building</p> <p>Bid document No. MNGL/CP/2026-27/55</p>
---	--

ARTICLE 3.1.0: DEFINITIONS AND INTERPRETATIONS

In this Document, as hereunder defined, the following terms and expressions shall have the meaning hereby assigned to them except where the context otherwise requires:

AGREEMENT means the agreement concluded on non-judicial stamp paper between MNGL and Consultant for Services as per this TENDER.

MNGL/OWNER shall mean MNGL , Maharashtra Natural Gas Limited

MNGL'S REPRESENTATIVE means the person appointed or authorized from time to time by MNGL for execution of the contract.

CONSULTANT'S REPRESENTATIVE means the person appointed from time to time by CONSULTANT for execution of the Contract.

ENGINEER-IN-CHARGE/EXECUTIVE-IN-CHARGE shall mean the person designated from time to time by the MNGL and shall include those who are expressly authorized by him to act for and on his behalf for operation of this CONTRACT.

SIGN OFF means a recorded statement for completion of a milestone/major activity by Consultant as envisaged in this document and accepted by MNGL.

CONTRACT shall mean Letter of Acceptance and all attached exhibits and document referred to therein and all terms and conditions thereof together with any subsequent modifications thereto.

SERVICES mean the duties to be performed and the services to be rendered by Consultant according to the terms and conditions of the Contract.

HEADINGS the headings appearing herein are for convenience only and shall not be taken in consideration in the interpretation or construction of the Contract.


SINGULAR AND PLURAL WORDS importing the singular only also include the plural and vice-versa where the context requires.

ARTICLE 3.2.0: PERFORMANCE OF DUTIES AND SERVICES BY CONSULTNT

3.2.1 Consultant shall perform its Services in full accordance with the terms and conditions of the Contract and any applicable local laws and regulations and shall exercise all reasonable professional skill, care and diligence in the discharge of said Project work.

Consultant shall in all professional matters act as a faithful advisor to MNGL, and will provide all the expert commercial/technical advice and skills which are normally required for the class of Services for which it is engaged. Consultant, its staff, employees shall carry out all its responsibilities in accordance with the best professional standards.

Consultant shall prepare and submit documents /reports etc. in due time and in accordance with the Tender Conditions.

 <p>MAHARASHTRA NATURAL GAS LIMITED</p>	<p>Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building</p> <p>Bid document No. MNGL/CP/2026-27/55</p>
---	--

- 3.2.2 Consultant will maintain for the performance of the Contract, personnel as determined to be responsible for carrying out this job and such persons shall not be replaced or substituted without written approval of MNGL.

ARTICLE 3.3.0: MNGL'S REPRESENTATIVE

- 3.3.1 MNGL shall nominate its Representative(s) who shall be entitled to act on behalf of MNGL with respect to any decision it is empowered to make. The bill / invoice of Consultant will be certified for payment by such representatives.

ARTICLE 3.4.0: CONSULTANT'S REPRESENTATIVE

- 3.4.1 Consultant shall nominate a qualified and experienced person as its Representative who will be the contact person between MNGL and Consultant for the performance of the Contract. This nomination shall be done within ten (10) days after the coming into force of the Contract. Consultant shall notify MNGL in writing prior to the appointment of a new representative. Consultant's Representative may be replaced only with MNGL's consent after getting approved his CV's from MNGL.

MNGL shall be at liberty to object to any nomination and to require Consultant to remove Consultant's representative for good causes. Consultant shall replace immediately such person by competent substitute at no extra cost to MNGL.

- 3.4.2 Consultant's Representative shall be entitled to act on behalf of Consultant with respect to any decisions to be made under the Contract.


ARTICLE 3.5.0: PAYMENT TERMS

Refer scope of work for payment terms.

ARTICLE 3.6.0: PERFORMANCE GUARANTEE

- 3.6.1 Consultant shall submit to MNGL an unconditional, irrevocable and on first demand guarantee from any Indian scheduled bank or a branch of an International bank situated in India and registered with Reserve Bank of India as scheduled foreign bank. However, other than the Nationalized Indian Banks, the banks whose BGs are furnished, must be commercial banks having net worth in excess of Rs. 100 Crores and a declaration to this effect should be made by such commercial bank either in the bank guarantee itself or separately on a letter head.

The value of Contract Performance Guarantee shall be 10% of contract value for the due performance of the Contract. The Contract Performance Guarantee shall be valid for a period of three months beyond the guarantee/warranty period of the contract. The format of performance guarantee is annex hereto. All expenses incurred in obtaining of such guarantee shall be borne by Consultant.

 <p>MAHARASHTRA NATURAL GAS LIMITED</p>	<p>Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building</p> <p>Bid document No. MNGL/CP/2026-27/55</p>
---	--

- 3.6.2 In case of extension of completion period, Consultant shall be required to extend the performance guarantee for an appropriate period of time as per contractual requirements.

ARTICLE 3.7.0: CONFIDENTIALITY

- 3.7.1 Consultant shall treat all matters in connection with the Contract as strictly confidential and undertakes not to disclose, in any way, information, documents, technical data, experience and know-how given to him by MNGL without the prior written consent of MNGL.
- 3.7.2 Consultant further undertakes to limit the access to confidential information to those of its employees, Implementation Partners who reasonably require the same for the proper performance of the Contract provided however that Consultant shall ensure that each of them has been informed of the confidential nature of the confidentiality and non-disclosure provided for hereof.

ARTICLE 3.8.0: TAXES AND DUTIES


- 3.8.1 Consultant shall pay any and all taxes including GST, duties, levies etc. which are payable in relation to the performance of the Contract. The quoted price shall be inclusive of all such taxes and duties excluding GST.
- 3.8.2 Statutory variation in taxes (CST, LST, WCT, withholding tax, GST etc.) and duties, if any, within the contractual completion period shall be borne by MNGL. No variation in taxes duties or levies other than statutory taxes & duties shall be payable.
- 3.8.3 Consultant will not claim from MNGL any taxes paid by him.
- 3.8.4 MNGL shall deduct Income tax at source at applicable rates.

ARTICLE 3.9.0: RESOLUTION OF DISPUTES / ARBITRATION

- 3.9.1 MNGL and Consultant shall make every effort to resolve amicably by direct informal negotiations any disagreement or dispute arising between them under or in connection with the Contract.
- 3.9.2 All disputes, controversies, or claims between the parties (except in matters where the decision of the Executive/Engineer-in-Charge is deemed to be final and binding) which cannot be mutually resolved within a reasonable time shall be referred to Arbitration by sole arbitrator.

MNGL shall suggest a panel of three independent and distinguished persons to the other party (Consultant) to select any one among them to act as the sole Arbitrator.

In the event of failure of the other party to select the Sole Arbitrator within 30 days from the receipt of the communication suggesting the panel of arbitrators, the right of selection of sole Arbitrator by the other party shall stand forfeited and MNGL shall have discretion to proceed with the appointment of the sole Arbitrator. The decision of the MNGL on the appointment of Sole Arbitrator shall be final and binding on the parties.

 <p>MAHARASHTRA NATURAL GAS LIMITED</p>	<p>Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building</p> <p>Bid document No. MNGL/CP/2026-27/55</p>
---	--

The award of the Sole Arbitrator shall be final and binding on the parties and unless directed/awarded otherwise by the Sole Arbitrator, the cost of arbitration proceedings shall be shared equally by the PARTIES. The arbitration proceeding shall be in English language and the venue shall be at Pune in Maharashtra, India.

Subject to the above, the provisions of (Indian) Arbitration & Conciliation Act, 1996 and the rules framed there-under shall be applicable. All matters relating to this contract are subject to the exclusive jurisdiction of the Courts situated in the Pune, State of Maharashtra (India).

- 3.9.3 Consultant may please note that the Arbitration & Conciliation Act 1996 was enacted by the Indian Parliament and is based on United Nations Commission on International Trade Law (UNCITRAL model law), which were prepared after extensive consultation with Arbitral Institutions and centers of International Commercial Arbitration. The United Nations General Assembly vide resolution 31/98 adopted the UNCITRAL Arbitration rules on 15 December 1996.

In case of Government Public Sector Undertakings, the clause shall be applicable as per Government guidelines.


ARTICLE 3.10.0: LEGAL CONSTRUCTION

- 3.10.1 Subject to the provisions of this Article, the Contract shall be, in all respects, constructed and operated as an Indian Contract and in accordance with Indian Laws as in force for the time being and is subject to and referred to the Court of Law situated at Pune.

ARTICLE 3.11.0: SUSPENSION OF THE PERFORMANCE OF DUTIES AND SERVICES

- 3.11.1 MNGL may suspend in whole or in part – the performance of services of Consultants any time upon giving not less than fifteen (15) days notice.
- 3.11.2 Upon notice of suspension, Consultant shall suspend immediately the services and reduce expenditure to a minimum to be agreed upon by both the parties.
- 3.11.3 Upon suspension of the performance of services, Consultant shall be entitled to reimbursement of the costs which shall have been actually incurred prior to the date of such suspension. However, the total reimbursement shall be restricted to contract price.
- 3.11.4 By fifteen days prior notice, MNGL may request Consultant to resume the performance of the services, without any additional cost to MNGL.
- 3.11.5 In case of suspension of work by consultant on MNGL's request for more than 10 days, demobilization and remobilization charges will be paid to consultant as per Schedule of Rates.
- 3.11.6 If the suspension of the duties and services exceeds six months, either party shall be entitled to terminate contract according to Article 3.16 hereunder.

ARTICLE 3.12.0: PRICE REDUCTION SCHEDULE (PRS)

 <p>MAHARASHTRA NATURAL GAS LIMITED</p>	<p>Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building</p> <p>Bid document No. MNGL/CP/2026-27/55</p>
---	--

3.12.1 In case Consultant fails to complete the services within stipulated period then unless such failure is due to force majeure as defined in Article 3.19 hereinafter or due to MNGL's default, there will be a reduction in contract price @ 1/2% for each week of delay or part thereof subject to maximum of 5 % of contract price.

3.12.2 MNGL may without prejudice to any methods of recovery, deduct the amount of such PRS from any money due or which may at any time become due to Consultant from its obligations and liabilities under the contract or by recovery against the Performance Bank Guarantee. Both Consultant and MNGL agree that the above percentage of price reduction are genuine pre-estimates of the loss/damage which MNGL would have suffered on account of delay/ breach on the part of Consultant and the said amount will be payable on demand without there being any proof of the actual loss/or damage caused by such breach/delay. A decision of MNGL in the matter of applicability of price reduction shall be final and binding.

ARTICLE 3.13.0: ASSIGNMENT

3.13.1 Consultant shall not have the right to assign or transfer the benefit and obligations of the contract or any part thereof to the third party without the prior express approval in writing of MNGL which it shall do at its discretion. However, in event of that all legal/contractual obligations shall be binding on Consultant only.

ARTICLE 3.14.0: INDUSTRIAL AND INTELLECTUAL PROPERTY

3.14.1 In order to perform the services, Consultant must obtain at its sole account, the necessary assignments, permits and authorizations from the titleholder of the corresponding patents, models, trademarks, names or other protected rights and shall keep MNGL harmless and indemnify MNGL from and against claims, proceedings, damages, costs and expenses (including but not limited to legal costs) for and/or on account of infringements of said patents, models, trademarks names or other protected rights.

3.14.2 All documents, report, information, data etc. collected and prepared by Consultant in connection with the scope of work submitted to MNGL will be property of MNGL.

3.14.3 Consultant shall not be entitled either directly or indirectly to make use of the documents, reports given by MNGL for carrying out of any services with any third parties.

3.14.4 Consultant shall not without the prior written consent of MNGL be entitled to publish studies or descriptive article with or without illustrations or data in respect of or in connection with the performance of services.

ARTICLE 3.15.0: LIABILITIES

3.15.1 Without prejudice to any express provision in the contract, Consultant shall be solely responsible for any delay, lack of performance, breach of agreement and/or any default under this contract.

 <p>MAHARASHTRA NATURAL GAS LIMITED</p>	<p>Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building</p> <p>Bid document No. MNGL/CP/2026-27/55</p>
---	--

3.15.2 Consultant shall remain liable for any damages due to its gross negligence within the next 12 months after the issuance of the provisional acceptance certificate of the contract.

3.15.3 The amount of liability will be limited to 10% of the contract value.

ARTICLE 3.16.0: TERMINATION OF CONTRACT

3.16.1 Termination for Default

MNGL reserves its right to terminate / short close the contract, without prejudice to any other remedy for breach of CONTRACT, by giving one month notice if Consultant fails to perform any obligation(s) under the CONTRACT and if Consultant, does not cure his failure within a period of 30 days (or such longer period as MNGL may authorize in writing) after receipt of the default notice from MNGL.

3.16.2 Termination for Insolvency

MNGL may at any time terminate the CONTRACT by giving written notice without compensation to Consultant, if Consultant becomes bankrupt or otherwise insolvent, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to MNGL.

3.16.3 Termination for convenience

MNGL may by written notice sent to consultant, terminate the contract, in whole or part, at any time for its convenience. However, the payment shall be released to the extent to which performance of work executed as determined by MNGL till the date upon which such termination becomes effective.

ARTICLE 3.17.0: MODIFICATION

3.17.1 Any modification of or addition to the contract shall not be binding unless made in writing and agreed by both the parties.


ARTICLE 3.18.0: CONTRACT/AGREEMENT

3.18.1 The notification of award along with agreement on non judicial stamp paper of appropriate value of Maharashtra State per proforma (**Annexure – B**) within 15 days from the date of receipt of SO / LOA, the cost of stamp paper is to be borne by Consultant, and its enclosures shall constitute the contract between the parties and supersedes all other prior agreements, arrangements and communications, whether oral or written, between the parties relating to the subject matter hereof.

ARTICLE 3.19.0: FORCE MAJEURE

3.19.1 Shall mean and be limited to the following:

- a) War/hostilities
- b) Riot or Civil commotion
- c) Earthquake, flood, tempest, lightening or other natural physical disaster.

 <p>MAHARASHTRA NATURAL GAS LIMITED</p>	<p>Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building</p> <p>Bid document No. MNGL/CP/2026-27/55</p>
---	--

- d) Restrictions imposed by the Government or other statutory bodies which prevents or delays the execution of the Contract by Consultant.

CONSULTANT shall advise MNGL by a registered letter duly certified by the local Chamber of Commerce or statutory authorities, the beginning and end of the above causes of delay within seven (7) days of the occurrence and cessation of such Force Majeure Conditions. In the event of delay lasting over one month, if arising out of causes of Force Majeure, MNGL reserves the right to cancel the Contract and the provisions governing termination stated under Article 3.16 shall apply.

For delays arising out of Force Majeure, Consultant shall not claim extension in completion date for a period exceeding the period of delay attributable to the causes of Force Majeure and neither MNGL nor Consultant shall be liable to pay extra costs provided it is mutually established that Force Majeure Conditions did actually exist.

Consultant shall categorically specify the extent of Force Majeure Conditions prevalent in their works at the time of submitting their bid and whether the same have been taken into consideration or not in their quotations. In the event of any force majeure cause, Consultant or the MNGL shall not be liable for delays in performing their obligations under this order and the completion dates will be extended to Consultant without being subject to price reduction for delayed completion, as stated elsewhere.

ARTICLE 3.20.0: RECTIFICATION PERIOD


- 3.20.1 All services shall be rendered strictly in accordance with the terms and conditions stated in the Contract.

No deviation from such conditions shall be made without MNGL'S agreement in writing which must be obtained before any work against the order is commenced. All services rendered by Consultant pursuant to the Contract (irrespective of whether engineering, design data or other information has been furnished, reviewed or approved by MNGL) are guaranteed to be of the best quality of their respective kinds.

Consultant shall rectify at his own cost any mistake in assumption of any data in the study or use of wrong data or faulty study observed within twelve months of the acceptance of his report and will submit the rectified report incorporating the changes wherever applicable within 30 days of observance of mistake.

ARTICLE 3.21.0: SUB CONTRACT

- 3.21.1 Any sub contract to be made by the CONSULTANT relating to the services shall be made only to such extent and with such duly qualified specialists and entities as shall be approved in writing in advance by MNGL. Upon the request of MNGL, the consultant shall submit for MNGL's prior approval, the terms of reference or any amendment thereof for such sub contractor's SERVICES. Notwithstanding such approval, the consultant shall remain fully responsible for the performance of services under the CONTRACT.

 <p>MAHARASHTRA NATURAL GAS LIMITED</p>	<p>Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building</p> <p>Bid document No. MNGL/CP/2026-27/55</p>
--	--

ARTICLE 3.22.0: NOTICES

3.22.1 Any notice given by one party to the other pursuant to the CONTRACT shall be sent in writing or by telegram or fax, telex/cable confirmed in writing.

3.22.2 A notice shall be effective when delivered or on the notice's effective date, whichever is later.

ARTICLE 3.23.0: ACQUISITION OF DATA

3.23.1 If required, CONSULTANT shall be responsible for carrying out any surveys and acquisition of all data from necessary sources. MNGL, if requested in writing by CONSULTANT, may assist the consultant in the said acquisition by way of issue of recommendatory letters only. All requisite clearances, co-ordination, fees, charges, etc. and compliance to the local laws required for completion of the job shall be the responsibility of the CONSULTANT.

 <p>MAHARASHTRA NATURAL GAS LIMITED</p>	<p>Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building</p> <p>Bid document No. MNGL/CP/2026-27/55</p>
---	--

SECTION- V


TERMS OF REFERENCE

 <p>MAHARASHTRA NATURAL GAS LIMITED</p>	<p>Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building</p> <p>Bid document No. MNGL/CP/2026-27/55</p>
--	--

TERMS OF REFERENCE

Index

<u>Chapter</u>	<u>Title</u>
A.	INTRODUCTION
B.	SCOPE OF WORK AND LOCATION OF SITE
C.	TIME SCHEDULE
D.	PAYMENT TERMS

 <p>MAHARASHTRA NATURAL GAS LIMITED</p>	<p>Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building</p> <p>Bid document No. MNGL/CP/2026-27/55</p>
--	--

A. INTRODUCTION MNGL OVERVIEW

Maharashtra Natural Gas Limited (MNGL) is a joint venture company of M/s. GAIL (India) Limited and M/s. Bharat Petroleum Corporation Limited (BPCL). MNGL has been set up to supply natural gas to domestic, commercial, and industrial sectors including setting up of CNG filling stations to cater to the automobile sector for vehicle in Pune, Nashik – Dhule, Sindhudurg, Nanded in Maharashtra, Nizamabad in Hyderabad and Ramanagara in Karnataka.

Note: Please visit the URL www.mngl.in to know about various details of the company.

 <p>MAHARASHTRA NATURAL GAS LIMITED</p>	<p>Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building</p> <p>Bid document No. MNGL/CP/2026-27/55</p>
---	--

B. SCOPE OF WORK AND LOCATION OF SITE

SCOPE OF WORK

1. Interior Planning and Design Consultancy

The Consultant shall provide comprehensive interior planning and design consultancy services for the proposed office building having an approximate built-up area of 1,19,629 Sq. Ft. comprising Ground Floor to Fifth Floor, two Basement Levels, terrace areas and all associated common facilities. The Consultant shall conduct detailed discussions with the Employer and various departments for preparation of a Design Brief, capturing present and future requirements, functional needs, seating capacities, special area requirements, technology requirements and operational considerations. The services shall include detailed understanding of organizational requirements, departmental functions, operational workflows, manpower deployment, visitor movement patterns, storage requirements and employee amenities to develop an efficient, functional and aesthetically appealing workplace environment.

The Consultant shall undertake detailed space planning for all office areas including workstations, executive cabins, conference rooms, meeting rooms, board rooms, collaborative spaces, reception and waiting areas, training rooms, utility areas, cafeteria and pantry spaces, records and storage rooms, circulation areas, basement facilities and terrace development areas. The design philosophy shall ensure optimum utilization of available space while maintaining flexibility, ergonomics, accessibility, operational efficiency and future scalability. The Consultant shall also incorporate sustainable design principles, energy-efficient solutions, optimum utilization of natural lighting, environmentally responsible materials and other green building practices to the extent feasible.

2. Concept Development and Visualization

Based on the approved space planning requirements, the Consultant shall prepare conceptual design proposals and presentation materials for review and approval by the Employer. The concept stage shall include development of design themes, mood boards, material selection concepts, furniture concepts and visual representations of key areas. The Consultant shall prepare high-quality three-dimensional views, rendered perspectives, walkthrough presentations, visual simulations and other presentation materials necessary for proper understanding and evaluation of the proposed design.

3. Detailed Design and Engineering Drawings

Upon approval of the conceptual design, the Consultant shall prepare detailed design drawings and Good for Construction (GFC) drawings covering all components of the interior works. The drawings shall include furniture layouts, partition layouts, flooring layouts, false ceiling plans, reflected ceiling plans, wall paneling details, joinery details, reception area details, workstation layouts, conference room details, pantry layouts, utility room layouts, interior elevations, sections, material specifications, furniture details and all other construction details necessary for execution of the works. The detailed design package shall also include furniture schedules, door schedules, finish schedules, lighting layouts, power and data layouts, coordinated drawings for HVAC, electrical, fire protection, communication and security systems, signage and branding details, and all other drawings and details required for complete and seamless execution of the project.

 <p>MAHARASHTRA NATURAL GAS LIMITED</p>	<p>Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building</p> <p>Bid document No. MNGL/CP/2026-27/55</p>
---	--

4. Coordination with Building Services and Associated Agencies:

The Consultant shall coordinate all interior designs with the building's architectural, structural and engineering services to ensure seamless integration of all systems including electrical, HVAC, firefighting, fire alarm, networking, communication, CCTV, access control, lifts and other services. The Consultant shall also coordinate with the building construction agencies, utility service providers and other contractors to identify and resolve interface issues and ensure smooth execution of interior works.

5. Preparation of Bill of Quantities and Cost Estimates:

The Consultant shall prepare detailed Bills of Quantities (BOQs), technical specifications and cost estimates for all interior fit-out works based on the approved design and drawings. The BOQs shall cover all materials, furniture, fixtures, finishes and associated works required for successful project execution. The Consultant shall also recommend suitable value engineering measures and cost optimization options without compromising functionality, quality or aesthetics.

6. Tender Engineering and Procurement Assistance: The Consultant shall provide complete tender engineering support for procurement of contractors and vendors for execution of the interior works. The scope shall include preparation of tender drawings, technical specifications, BOQs and other tender documents. The Consultant shall assist the Employer during pre-bid meetings, clarification of bidder queries, technical evaluation of bids and preparation of recommendations for award of work.

7. Project Management Consultancy Services:

The Consultant shall act as Project Management Consultant (PMC) during the execution phase and shall be responsible for overall planning, monitoring, coordination and management of the project. The Consultant shall review project schedules, monitor progress against approved timelines and coordinate with all stakeholders to ensure timely completion of the works. Regular progress reviews and reporting shall be carried out throughout the project duration. The Consultant shall prepare and monitor detailed project schedules using appropriate project management tools and shall submit periodic reports highlighting progress against milestones, constraints, delays, mitigation measures and recovery plans.

8. Construction Supervision and Execution Management

The Consultant shall provide site supervision services through qualified professionals to ensure that the interior works are executed in accordance with approved drawings, specifications and contractual requirements. The Consultant shall monitor workmanship, construction methodologies and site progress, while coordinating with contractors and service agencies for smooth execution of the project. The Consultant shall deploy qualified full-time site personnel, including a Project Manager/Resident Engineer and other supporting professionals as required, throughout the execution period to ensure effective supervision, coordination and timely completion of the project.

9. Quality Assurance and Quality Control

The Consultant shall establish and implement appropriate Quality Assurance and Quality Control procedures for the project. This shall include review and approval of material samples, prototypes, mock-ups and sample installations, inspection of workmanship, monitoring of

 <p>MAHARASHTRA NATURAL GAS LIMITED</p>	<p>Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building</p> <p>Bid document No. MNGL/CP/2026-27/55</p>
---	--

installation activities and verification of compliance with approved specifications and standards. The Consultant shall also witness, review and recommend acceptance of necessary tests, inspections and performance verification of materials, equipment and completed installations as applicable.

10. Measurement, Certification and Contract Administration:

The Consultant shall verify measurements of executed works and certify contractor bills, variation statements and final accounts. The Consultant shall maintain and verify measurement records, assist in reconciliation of quantities and recommend closure of final accounts. The Consultant shall review and recommend payment claims based on actual progress achieved at site. The Consultant shall also assist the Employer in contract administration, management of variations and resolution of technical and contractual issues arising during execution.

11. Documentation, Reporting and Project Close-Out:

The Consultant shall maintain complete project records and submit periodic progress reports, quality reports and status updates throughout the execution period. The Consultant shall ensure that the designs and executed works comply with applicable codes, standards, fire safety requirements, accessibility norms and other statutory requirements. Upon completion of the works, the Consultant shall coordinate preparation of as-built drawings, completion reports, operation and maintenance documents and other project close-out records. The Consultant shall assist the Employer in final inspection, handover and project closure activities.

12. Defect Liability Period Support:

The Consultant shall provide necessary professional support during the Defect Liability Period of the completed interior works. The Consultant shall periodically review defects reported by the Employer, monitor rectification works carried out by the contractor and verify satisfactory completion of corrective actions. The Consultant shall assist the Employer in final closure of contractual obligations upon successful completion of the Defect Liability Period. The Consultant shall carry out periodic inspections during the Defect Liability Period and provide necessary recommendations for timely rectification of observed defects.

Summary of Interior Design & Consultancy services & Project Supervision services from above all points are mentioned below:

PART-A: Interior Design, Engineering, Tendering & Consultancy Services

This part shall include all activities from project inception up to award of work packages, including:

1. Interior Planning and Design Consultancy.
2. Concept Development and Visualization.
3. Detailed Design and Engineering Drawings (including GFC drawings).
4. Coordination with Building Services and Associated Agencies.
5. Preparation of Bills of Quantities (BOQs), Technical Specifications and Cost Estimates.
6. Tender Engineering and Procurement Assistance.
7. Obtaining all required statutory approvals, permissions, NOCs and liaison with concerned authorities, wherever applicable.
8. Coordination with MNGL for approvals, presentations, value engineering, design reviews and finalization of tender packages.

 <p>MAHARASHTRA NATURAL GAS LIMITED</p>	<p>Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building</p> <p>Bid document No. MNGL/CP/2026-27/55</p>
---	--

Deliverables:

- Design Brief and Requirement Assessment Report.
- Space Planning and Layout Plans.
- Concept Designs, 3D Views, Walkthroughs and Visualizations.
- Detailed Design & GFC Drawings.
- Coordinated MEP Interface Drawings.
- Technical Specifications, BOQs and Detailed Cost Estimates.
- Tender Documents and Bid Evaluation Reports.
- Recommendations for Award of Works.

PART-B: Project Management Consultancy (PMC), Construction Supervision & DLP Support

This part shall include all activities during execution, completion and defect liability period, including:

1. Project Management Consultancy Services.
2. Construction Supervision and Execution Management.
3. Quality Assurance and Quality Control.
4. Measurement, Certification and Contract Administration.
5. Documentation, Reporting and Project Close-Out.
6. Defect Liability Period Support.
7. Review of contractor submissions, shop drawings, material approvals, mock-ups and method statements.
8. Progress monitoring, coordination meetings and stakeholder management.
9. Verification and certification of contractor bills, variation statements and final accounts.
10. Preparation and verification of as-built drawings, O&M manuals and handover documentation.

The contract shall be valid for a period of 12 Months from the date of “Service Order (SO).” Bidder may consider 3 months for the tendering process and award of civil package of the building, for construction supervision 9 months may be considered from the date of award of first Package of the building including finalization of Contract.

Complete day-to-day supervision with ONE full time Project Manager / Resident Engineer (Civil Engineering Graduate with minimum 10 years experience in interior works) ASSISTED BY minimum 2 (ONE) full time site engineer (Civil Engineering Graduate with minimum 05 years of experience or diploma in Civil Engineering with minimum 08 years experience in Civil & electricals filed), one HSE domain expert having minimum 05 years of experience and one Interior Engineer (Qualified Design Engineering graduate with minimum 05 years of experience or Diploma holder with minimum 08 years of experience in interior works). For construction supervision the period to be considered as 9 months from the date of award of first main package of the building.

 MAHARASHTRA NATURAL GAS LIMITED	Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building Bid document No. MNGL/CP/2026-27/55
--	---

C. TIME SCHEDULE

The following time schedule will be applicable for the tender package.

1.01 (a)	Preparation of Conceptual Plan and elevation, Sketch Design / Sketch Drawing along with preliminary estimate & submission to MNGL for approval.	Within 5 days of notification of award.
1.01(b)	Preparation of final layout plan, elevation and other detailing as per approved option by MNGL and submission to Statutory Authority for approval.	Within 10 days after MNGL's approval as per 1.01(a).
1.02	Obtaining the approval of Statutory Authorities, Local Authorities as required including necessary coordination and liaisoning for getting that approval.	Within 30 days after submission to Statutory Authorities as per 1.01(b).
1.03	Preparation of final detailed drawing and detailed estimate including quantity take off sheets and market rate analysis after approval of MNGL against Sr. No. 1.01 (a).	Within 15 days after necessary approval by MNGL as per 1.01(a)
1.04(a)	Preparation of Tender Documents for inviting tenders on Limited / Open tender.	Within 15 days after necessary instructions from MNGL
1.04 (b)	Scrutiny of bids received, TQ/CQ and submission of recommendation for PBO.	Within 5 days after bid opening.
1.04 (c)	Evaluation of Price Bids and submission of recommendation for award. In case re tender to be done then whole process to repeat till contract is being award.	Within 10 days after opening of price bid opening.
1.05	Issue of detailed working / Good for Construction Drawings for necessary execution of work at site including schedule for carrying out the work.	To be issued along with award of work.
1.06	Construction Management and supervision by deploying necessary technical	Within 07 days of the award of the work and till completion of

 MAHARASHTRA NATURAL GAS LIMITED	Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building Bid document No. MNGL/CP/2026-27/55
--	---

	manpower to ensure planned progress and quality of works as per drawings and specifications and monitoring constructions at various stages of work including making detailed construction schedule / review of construction schedule prepared by the Contractor.	the work and closure of contracts.
1.07 (a)	Completion of project, issue of Completion Certificate, submission of “As Built Drawings”, finalization of Contractor’s final bill & closing of contract.	Last 30 days before completion of the work.
1.07 (b)	Obtaining completion certificate & all permissions if any.	Last 30 days before completion of the work.

NOTE:


The above time schedule will be strictly adhered. However, the same may deviate on account of authentic valid reasons to be recorded and approved by MNGL.

D. PAYMENT TERMS

1.0 The Consultant’s professional fee (SOR Item-1) will be paid based on the executed cost of the work, excluding GST.

The following are the mode of payment for various stages (of work for different sections of work. The stage-wise percentage (%) payment will be applicable as and when the stage-wise service is completed in all respects.

Sl. No.	Stage	%age payment
I-a	On completion of Item No: 1.01 (a) of Time Schedule	5%
I-b	On completion of Item No: 1.01 (b) of Time schedule	5%
II	On completion of Item No: 1.02 of Time Schedule	5%
III	On completion of Item No: 1.03 of Time Schedule	20%
IV	On completion of Item No. 1.04 (a) of Time Schedule	10%
V	On completion of Item No. 1.04 (b) and 1.04 (c) of Time Schedule	5%
VI	On completion of Item No. 1.05 of Time Schedule	15%
VII	During construction in equal monthly installments based on the time schedule approved by MNGL for the work (Stage 1.06) (9 months from the date of award of first tender	25%

 MAHARASHTRA NATURAL GAS LIMITED	Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building Bid document No. MNGL/CP/2026-27/55
--	---


	package) of Time Schedule	
VIII	On completion of Item No: 1.07 (a) & (b) of Time Schedule	10%

Note:-

1. %age of fees initially to be released will be on the basis of preliminary cost estimates of MNGL (in the said case it has been considered Rs.45 crores excluding GST) for payment upto stage 1.04(a).
 2. The percentage fee of the Consultant shall be pegged to the lower of (A) estimated cost of the project/job(s)/works(s) as submitted by the Consultant and (B) the original awarded value of the project/job(s)/works(s) {combined awarded value of jobs/works in case of more than one job/work under a project}, (excluding GST) with exclusions mentioned at clause 6.0 of Scope of Works.
- 2.0 The Construction Management & supervision fee (SOR Item- 2) will be worked out on awarded cost and shall be paid as under scope of work of tender detailing the manpower to be deployed at site before arriving at the percentage rate, the manpower is to deployed for a period of 9 months from the award of first main package till contract closure):
- i) 75% of the fee payable in equal monthly installments based on the schedule completion period for the work, which is 9 months from the date of award of first tender package till closure of individual contract packages by the Consultant and submission of closure report thereof including analysis and recommendation of Extra/AHR items executed during the contract (which have not been recommended during the course of contract i.e. balance items), deviation to SOR if any etc.
 - ii) 15% shall be paid after recording of completion certificate and finalization of final bill and closure of Contract for each package of work.
 - iii) 10% shall be payable after the completion of Defect Liability Period for each package of work after a certificate is submitted by the consultant stating that no defects are pending.

Note:-

The percentage fee of the Consultant shall be pegged to the lower of (A) estimated cost of the project/job(s)/works(s) as submitted by the Consultant and (B) the original awarded value of the project/job(s)/works(s) {combined awarded value of jobs/works in case of more than one job/work under a

 <p>MAHARASHTRA NATURAL GAS LIMITED</p>	<p>Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building</p> <p>Bid document No. MNGL/CP/2026-27/55</p>
--	--

project}, (excluding GST) with exclusions mentioned at clause 6.0 of Scope of Works.

EIC reserves the right to split the stage payments for both Architectural Services and Construction Management Services in the interest of the work and when more than one contract packages are awarded as per requirement.

GOODS AND SERVICE TAX (GST)

The bidder shall quote his rates excluding GST and any other statutory cess if applied as per government notification at latter date. GST at the prevailing rate shall be paid extra. For payment of GST, serially numbered invoice bill shall be issued by the service provider & should also specify following: -


- 1) Name & address and registration number of service provider.
 - i) Name & address of recipient of the taxable service.
 - ii) Description, classification & value of taxable service provided and
 - iii) The GST payable on such services.

GST or any other cess there on shall be payable at actual on submission of invoice. Any statutory variation in the rate of GST and any other cess if notified at latter date, during the currency of contract shall be paid/deducted extra.

 <p>MAHARASHTRA NATURAL GAS LIMITED</p>	<p>Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building</p> <p>Bid document No. MNGL/CP/2026-27/55</p>
---	--

SECTION- VI

SPECIAL CONDITION OF CONTRACT

 <p>MAHARASHTRA NATURAL GAS LIMITED</p>	<p>Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building</p> <p>Bid document No. MNGL/CP/2026-27/55</p>
---	--

SPECIAL CONDITIONS OF CONTRACT

1.0 GENERAL

- A The Special Condition of Contract shall be read in conjunction with the General Conditions of Contract, Schedule of Rates, Specifications and any other document forming part of bid document, wherever the context so requires. Notwithstanding the sub-division of the documents into these separate sections and volumes, every part of each shall be deemed to be supplementary to and complementary of every other part and shall be read with and into the CONTRACT so far as it may be practicable to do so.
- B Where any portion of the General Condition of Contract is repugnant to or at variance with any provisions of the Special Conditions of Contract, unless a different intention appears, the provisions of the Special Conditions of Contract shall be deemed to over-ride the provisions of the General Conditions of Contract and shall to the extent of such repugnancy, or variations, prevail.
- C In case of an irreconcilable conflict between Indian or other applicable standards, General Conditions of Contract, Special Conditions of Contract, Specifications or Price Schedule, the following shall prevail to the extent of such irreconcilable conflict in order of precedence:
- i) Letter of Acceptance along with Statement of Agreed Variations.
 - ii) Service Order / Fax of Acceptance / Letter of Acceptance
 - iii) Schedule of Rates as enclosure to Letter of Acceptance.
 - iv) Special Conditions of Contract
 - vi) Terms of Reference/ Instructions to Consultants
 - vii) General Conditions of Contract
 - viii) Other applicable Standards

2.0 MODIFICATIONS TO GCC:

2.1 Void

2.2. Article No. 3.8.1, Section – 3:

Consultant shall pay any and all taxes, duties, levies etc. which are payable in relation to the performance of the contract. The quoted price shall be inclusive of all such taxes and duties, except GST. GST or any cess applicable during the contractual completion period shall be payable extra at actuals on submission of documentary evidence/invoice.

 MAHARASHTRA NATURAL GAS LIMITED	Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building Bid document No. MNGL/CP/2026-27/55
--	---

2.3 Article no. No 3.5.3 (payment terms) of GCC stands modified to the extent mentioned at Chapter -D of Section-5.

3 PENALTY

3.1 KEY RESULT AREAS AND RECOVERIES

It is the prime responsibility of Consultant to complete specified job in schedule time. The consultant would schedule and execute activities such as to complete the entire job within the schedule time. Recoveries would be effected for the delays attributable to the Consultant. The Consultant shall be periodically intimated about their performance.

Key result areas of the performance of the Consultant along with the indicated recoveries are mentioned in the following table. This is in addition to Price Reducing Schedule as per article 3.12 of the GCC. Recoveries under this clause and PRS are subject to article 3.15 of GCC on limitation of liabilities. However deviation in the said time schedules , if on account of authentic valid reasons and recorded and approved by MNGL shall not attract the following recoveries. The recovery at the rate so mentioned shall be affected for the period beyond the timeline so mentioned in the following table.

Sl. No.	Activity	Timeline	Recovery
1.01 (a)	Preparation of Conceptual Plan and elevation, Sketch Design / Sketch Drawing along with preliminary estimate & submission to MNGL for approval.	Within 5 days of notification of award.	2.5% of the respective milestone amount
1.01(b)	Preparation of final layout plan, elevation and other detailing as per approved option by MNGL and submission to Statutory Authority for approval.	Within 10 days after MNGL's approval as per 1.01(a).	2.5% of the respective milestone amount
1.02	Obtaining the approval of Statutory Authorities, Local Authorities as required including necessary coordination and liaisoning	Within 30 days after submission to Statutory Authorities as	1% of the respective milestone amount

 MAHARASHTRA NATURAL GAS LIMITED	Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building Bid document No. MNGL/CP/2026-27/55
--	---

	for getting that approval.	per 1.01(b).	
1.03	Preparation of final detailed drawing and detailed estimate including quantity take off sheets and market rate analysis after approval of MNGL against Sr. No. 1.01 (a).	Within 15 days after necessary approval by MNGL as per 1.01(a)	2% of the respective milestone amount
1.04(a)	Preparation of Tender Documents for inviting tenders on Limited / Open tender.	Within 15 days after necessary instructions from MNGL	1.5% of the respective milestone amount
1.04 (b)	Scrutiny of bids received, TQ/CQ and submission of recommendation for PBO.	Within 5 days after bid opening.	2% of the respective milestone amount
1.04 (c)	Evaluation of Price Bids and submission of recommendation for award.	Within 10 days after opening of price bid opening.	1.5% of the respective milestone amount
1.05	Issue of detailed working / Good For Construction Drawings for necessary execution of work at site including schedule for carrying out the work.	To be issued along with award of work.	2.5% of the respective milestone amount
1.06	Construction Management and supervision by deploying necessary technical manpower to ensure planned progress and quality of works as per drawings and specifications and monitoring constructions at various stages of work including making detailed construction schedule / review of construction schedule	Within 07 days of the award of the work and till completion of the work and closure of contracts.	Rs.3500.00 per day for Architect/ Project Manager. Rs.3000.00 per day for Site Engineers & others.

 MAHARASHTRA NATURAL GAS LIMITED	Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building Bid document No. MNGL/CP/2026-27/55
--	---

	prepared by the Contractor.		
1.07 (a)	Completion of project, issue of Completion Certificate, submission of “As Built Drawings”, finalization of Contractor’s final bill & closing of contract.	Last 30 days before completion of the work.	2.5% of the respective milestone amount
1.07 (b)	Obtaining completion certificate and occupation certificate from Local Authority.	Last 30 days before completion of the work.	2.5% of the respective milestone amount

Note:

1. In all the above, ‘calendar days’ are to be considered.
 2. In case project is completed within the contractual completion schedule or in case final time extension is granted without PRS / without any financial implication to either side, retention made against KRA (excluding recoveries towards non-deployment of Project Manager & construction manager), if any, shall be released.
- 3.2 In case of the deviation between cost estimate provided by the Consultant at the time of bid submission and the actual L1 price being more than (+/-) 15 %, then recovery shall be effected from the Consultant’s payment as below:
- Let the actual awarded cost of a particular package = x
Let the total awarded cost of all the packages in the project = X
Therefore, recovery for that particular package, where the cost estimate deviation is more than (+/-) 15% deviation is given by:
 $(x / X) * (2\% \text{ of Architect's professional fee (SOR Item-1)})$
- However if the total variation of all the packages combined together is within Plus/Minus 15% of total detailed estimated cost of all packages, then there will be no recovery on this account and retention/recovery made towards this variation, if any shall be released. However the percentage fees so to be paid shall remain to be regulated as per Payment terms Note Sl No 2 of section 5 of the contract.***
- 3.4 In case of the deviation between awarded value and actual executed value more than (+/-) 15 %, PMC will be asked to furnish reasons for the same. If MNGL observes that the variations has taken place due to reasons solely attributable to PMC, such as preparation of SOR without visiting site, work

 <p>MAHARASHTRA NATURAL GAS LIMITED</p>	<p>Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building</p> <p>Bid document No. MNGL/CP/2026-27/55</p>
---	--

location etc, then then recovery shall be effected from the Consultant's payment as below:

Let the actual awarded cost of a particular package = x

Let the total awarded cost of all the packages in the project = X

Therefore recovery for that particular package, where the cost estimate deviation is more than (+/-) 15% deviation is given by:

$$(x / X) * (2\% \text{ of Architect's professional fee (SOR Item-1)})$$

However if the total variation of executed cost of all the packages combined together is within Plus/Minus 15% of total awarded value of all packages, then there will be no recovery on this account and retention/recovery made towards this variation, if any shall be released. However the percentage fees so to be paid shall remain to be regulated as per Payment terms Note Sl No 2 of section 5 of the contract.

- 3.5 *Penalty against non-availability of PMC will be 3500/day & non-availability of Engineers will be 3000/day separately for all engineers.***

 <p>MAHARASHTRA NATURAL GAS LIMITED</p>	<p>Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building</p> <p>Bid document No. MNGL/CP/2026-27/55</p>
--	--

SECTION -VII

SCHEDULE OF RATES (SOR)

 <p>MAHARASHTRA NATURAL GAS LIMITED</p>	<p>Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant) for MNGLs Balewadi Office Building</p> <p>Bid document No. MNGL/CP/2026-27/55</p>
---	--

PART – E

SCHEDULE OF RATES FOR

**Tender for appointment of Interior Designer-Cum-PMC (Project Management Consultant)
for MNGLs Balewadi Office Building**

Schedule of Rates (SOR) is enclosed on e-tendering portal.

Evaluation Formula: Evaluation shall be done as per Clause No. 3.0 of Annexure – I to IFB.

Note: The quantities indicated in SOR against all individual item are tentative and may vary considerably depending upon site condition, methodology adopted as per site requirement with due approval of Owner/ Consultants.

General Note:

1. All SOR item shall be quoted by the bidder in the price part of the bid otherwise bid will be rejected.
 2. Prices quoted shall be inclusive of all taxes/duties and nothing extra shall be payable by the owner except for statutory variation in Goods & service tax rate during the contractual period. Bidder shall note that any error in estimating these taxes & Duties (GST) will be to Bidder's Account
- 3.0 The tentative estimated value of the project is considered as Rs. 45 Crores including all charges and duties but excluding applicable GST , bidders may like to take a note of same. However quoted percentage for consultancy charges shall be on final actual cost arrived tendering process of interior work for which consultancy is sought as per scope of work and tender terms and conditions**