



**Hiring of Agency for Complete Architectural  
and Interior Design Services for Hafeezpet  
Office Building  
Bid Document No. BGL/685/2025-26**

**Vol II of II**



**BHAGYANAGAR GAS LIMITED**

(A JOINT VENTURE OF HPCL & GAIL)

**BID DOCUMENT FOR**

**Hiring of Agency for Complete Architectural and Interior  
Design Services for Hafeezpet Office Building**

**UNDER OPEN DOMESTIC  
COMPETITIVE BIDDING**

**Bid Document No.: BGL/685/2025-26**

**VOLUME-II of II**



Bhagyanagar Gas Ltd.

**Hiring of Agency for Complete Architectural  
and Interior Design Services for Hafeezpet  
Office Building  
Bid Document No. BGL/685/2025-26**

**Vol II of II**

**CONTENTS**

**VOLUMEN II OF II**

**SECTION 7 - SPECIAL CONDITIONS OF CONTRACT**

**SECTION 8 - SCHEDULE OF RATES**



Bhagyanagar Gas Ltd.

**Hiring of Agency for Complete Architectural  
and Interior Design Services for Hafeezpet  
Office Building  
Bid Document No. BGL/685/2025-26**

**Vol II of II**

## **SECTION-6**

### **SCOPE OF WORK (SOW)**



**Hiring of Agency for Complete Architectural  
and Interior Design Services for Hafeezpet  
Office Building  
Bid Document No. BGL/685/2025-26**

**Vol II of II**

**1. SCOPE OF WORK:**

The scope of work for *Vendor* under this assignment shall include **comprehensive architectural, structural, and interior consultancy services** for the proposed **Office Building development at Hafeezpet**, adjacent to the existing BGL Mother Station.

The consultant shall provide all necessary professional services, drawings, designs, and documentation to facilitate construction and statutory approvals.

**A. Architectural and Civil Works**

**1. Boundary Wall Design:**

- Preparation and submission of proposed boundary wall drawings including:
  - Layout plans indicating site dimensions, gate positioning, and access points.
  - RCC design for foundations, columns, grade beams, and plinth beams.
  - Details of barbed wire fencing and MS gates, including fabrication and connection details.
  - Preparation of detailed and abstract Bills of Quantities (BOQ) with item-wise specifications.

**2. Electrical Building Design:**

- Preparation of architectural and structural drawings for the proposed Electrical Building of size **10.0 m × 3.5 m × 3.06 m (height)** including:
  - Structural framing details, RCC foundation, columns, and roof slab.
  - Electrical room layout, cable entry/exit points, and ventilation.
  - Preparation of detailed BOQ and technical specifications.

**3. Main Office Building Design:**

- Conduct site visits for physical measurement and data collection.
- Prepare conceptual layouts and alternative planning options.
- Finalize the architectural plan and construction drawings for:
  - Civil structure
  - Roofing modifications
  - Structural steel works
  - Building elevations, sections, and detailing
- Preparation of detailed and abstract BOQ for civil and structural components.



**Hiring of Agency for Complete Architectural  
and Interior Design Services for Hafeezpet  
Office Building  
Bid Document No. BGL/685/2025-26**

**Vol II of II**

**B. Interior Design and Building Services**

**4. Interior Design and Detailing:**

- Preparation of interior layout plans for office spaces including workstations, meeting rooms, conference areas, and common facilities.
- Preparation of detailed working drawings for:
  - False ceiling, partitioning, and flooring layouts.
  - Air-conditioning and ventilation (A.C. Automation).
  - Lighting and electrical layouts.
  - Furniture layouts including tables, chairs, storage units, and cabinets.
- Preparation of interior BOQ and specifications.

**5. Building Services Drawings (as required):**

- Layouts for plumbing, water supply, and sanitary arrangements.
- Provision of rainwater harvesting and drainage connections.
- Fire safety layout (if applicable).

**C. Project Coordination and Support Services**

**6. Site Visits and Coordination:**

- Undertake site visits for data collection, dimensional verification, and interaction with BGL officials.
- Participate in review meetings and technical discussions.
- Provide written clarifications and minutes of meetings.
- Support during execution for interpretation of drawings and modifications, if any.

**7. Documentation and Deliverables:**

- Hard copies and soft copies (AutoCAD & PDF) of all drawings and BOQs.
- Structural design calculations, material specifications, and quantity abstracts.
- Architectural presentation sheets and detailed construction drawings.



Bhagyanagar Gas Ltd.

**Hiring of Agency for Complete Architectural  
and Interior Design Services for Hafeezpet  
Office Building  
Bid Document No. BGL/685/2025-26**

**Vol II of II**

**D. Deliverable Timeline**

Stage	Deliverable	Time Frame
Stage 1	Preliminary drawings and layout plans	15 days
Stage 2	Bill of Quantities	
Stage 3	Civil & Structural Working Drawings	
Stage 4	Architectural & Interior Drawings	21 Days
<b>Total Duration</b>	<b>Completion of all deliverables</b>	<b>Within 40 Days</b>



Bhagyanagar Gas Ltd.

**Hiring of Agency for Complete Architectural  
and Interior Design Services for Hafeezpet  
Office Building  
Bid Document No. BGL/685/2025-26**

**Vol II of II**

**SECTION-8  
SPECIAL CONDITIONS OF CONTRACT**



**Hiring of Agency for Complete Architectural  
and Interior Design Services for Hafeezpet  
Office Building  
Bid Document No. BGL/685/2025-26**

**Vol II of II**

**1. Payment Terms:**

- 25% of the total value after submission and acceptance of preliminary drawings and BOQ.
- 25% after completion and approval of all construction drawings.
- 40% after submission of final and detailed BOQs.
- 10% after submission of all final deliverables (drawings, BOQs, and documents).
- GST @ 18% shall be paid extra on each running bill as applicable.

**2. Payment Mode:**

- Payments will be made through electronic bank transfer to: Vendor

**3. Completion Period:**

- All services and deliverables shall be completed within **45 calendar days** from the date of issue of Work Order or handover of necessary site details.

**4. Drawings and Design Standards:**

- All designs shall conform to relevant **IS codes, National Building Code, and local authority norms.**
- Consultant shall incorporate BGL's comments and re-submit revised drawings within **7 working days** of receiving feedback.

**5. Consultant's Responsibilities:**

- Conduct necessary site visits and surveys.
- Ensure safety, accuracy, and compliance of all designs.
- Provide clarifications to BGL during execution.
- Maintain confidentiality of all project-related documents and drawings.
- All designs and drawings shall become the **property of BGL.**

**6. BGL's Responsibilities:**

- Provide existing site data, layout drawings, and access for inspection.
- Review and approve drawings in a timely manner.
- Facilitate coordination with local authorities, if required.

**7. Penalties and Delays:**

- In case of delay beyond the approved schedule without justified cause, **BGL reserves the right to impose penalty or withhold payment** proportionate to the delay.





**Hiring of Agency for Complete Architectural  
and Interior Design Services for Hafeezpet  
Office Building  
Bid Document No. BGL/685/2025-26**

**Vol II of II**

**8. Termination:**

BGL may terminate the contract if the consultant fails to perform satisfactorily or does not comply with the terms of reference.

**9. Confidentiality Clause:**

- The consultant shall not disclose or reproduce any part of the drawings or data shared by BGL for any purpose other than the assigned work.

**10. Force Majeure:**

- Neither party shall be held liable for non-performance due to events beyond control (acts of God, strikes, pandemics, etc.).



Bhagyanagar Gas Ltd.

**Hiring of Agency for Complete Architectural  
and Interior Design Services for Hafeezpet  
Office Building  
Bid Document No. BGL/685/2025-26**

**Vol II of II**

**SECTION-9**  
**SCHEDULE OF RATES**



**Hiring of Agency for Complete Architectural  
and Interior Design Services for Hafeezpet  
Office Building  
Bid Document No. BGL/685/2025-26**

**Vol II of II**

**SCHEDULE OF RATES**

**Tender No. BGL/685/2025-26**

**Tender Name:- Hiring of Agency for Complete Architectural and Interior Design Services for Hafeezpet Office Building**

Vendor Name						
Sl. No.	Description of Consultancy Service	HSN/SAC CODE	UOM	Quantity	Unit Rate (Rs.) (Exclusive of GST)	Amount (Rs.) (Exclusive of GST)
1	Preparation and submission of drawings for boundary wall including RCC, fabrication, and BOQ Inclusive of all design & documentation		Lump Sum	1		0
2	Site visit, measurement collection, and technical discussions (3 visits req minimum) As and when required		Per Visit	3		0
Sub Total (Excl. GST)						0
GST %						
GST amount (Rs.)						0
Grand Total (Incl. GST)						0