

**LIMITED TENDER ENQUIRY (LTE) FOR
APPOINTMENT OF GOVERNMENT VALUER IN
PRIME MINISTERS MUSEUM AND LIBRARY**



**PRIME MINISTERS MUSEUM & LIBRARY
TEEN MURTI HOUSE
NEW DELHI – 110011**

June 2024

PRIME MINISTERS MUSEUM & LIBRARY

**LIMITED TENDER ENQUIRY (LTE) FOR APPOINTMENT OF GOVERNMENT
VALUER IN PRIME MINISTERS MUSEUM AND LIBRARY**

Financial Bids towards the given Scope of Work on behalf of the Director, Prime Ministers Museum and Library (PMML), is invited from reputed, experienced and financially sound agencies/ Companies for providing Valuer Services in PMML as under:

S No.	Description	Schedule
1	Name of Work	APPOINTMENT OF GOVERNMENT VALUER IN PMML
2	Date & Time of sale of e-Tender (Online)	22-06-2024
3	Last Date & time of Submission of Bids	27-06-2024 by 5:30 PM
4	Bid Validity Period/ Validity of Bid offer for Acceptance	90 days from the date of last date of submission of the tender
5	Address for Communication & Opening of Tenders	Director, Prime Ministers Museum & Library, Teen Murti House, New Delhi-110011.
6	Availability of Tender Documents (For download)	Tender can be downloaded from http://pmml.nic.in . PMML may issue Addendum(s)/Corrigendum(s) to the Tender Document, if any, which can also be viewed on website http://pmml.nic.in .

1. Financial Proposals shall be submitted as per the “Scope of Work” Section.
2. The PMML does not bind itself to accept the lowest proposal and to give reason for any decision taken in respect of this Tender including cancellation.

Director
Prime Ministers Museum and Library
Teen Murti House
New Delhi – 110011

Scope of Work for Appointment of Government Valuer

1. Introduction

The purpose of this document is to outline the scope of work for appointing a Government Valuer to ascertain the value of the works carried out by PMML's Vendor Cum Service Provider for the Prime Ministers Museum. This valuation is essential to ensure transparency, accuracy, and accountability in the assessment of the project's financial aspects.

2. Objective

The primary objective of the Government Valuer will be to conduct a comprehensive valuation of all works completed by the Vendor Cum Service Provider in relation to the Prime Ministers Museum. This includes evaluating the quality, quantity, and financial value of the work executed.

3. Scope of Services

3.1 Initial Consultation and Documentation Review

- a) Review all project-related documents including contracts, bills of quantities, invoices, and progress reports.
- b) Conduct initial meetings with PMML representatives (i.e. Curator) and Chief Curator/OSD to understand the scope of the work undertaken.

3.2 Site Inspection

- a) Conduct detailed site visits to inspect the completed works.
- b) Verify the completed works against the approved project plans and specifications.

3.3 Valuation Assessment

- a) Assess the quality and standard of the materials used and workmanship.
- b) Measure and verify the quantities of materials and labor used.
- c) Evaluate the work completed against the contractual terms and industry standards.

3.4 Financial Evaluation

- a) Determine the financial value of the completed works.
- b) Compare the actual costs incurred with the initial and financial estimates.
- c) Identify any variations, additions, or omissions from the original contract and assess their financial impact.

3.5 Reporting

- a) Prepare a detailed valuation report summarizing findings, including:
 - Description of the work completed.
 - Assessment of the quality and quantity of work.
 - Detailed financial evaluation with supporting documentation.
 - Any discrepancies or variances found during the valuation process.

- b) Present the valuation report to PMML for review and discussion.

3.6 Consultation and Feedback

- a) Participate in meetings with PMML representatives to discuss the findings of the valuation report.
- b) Provide clarifications and additional information as required.
- c) Make necessary adjustments to the valuation report based on feedback received.

3.7 Additional Responsibilities

- Address any other valuation-related tasks that may arise during discussions with PMML representatives.
- Provide expert advice and recommendations on any unforeseen valuation issues encountered during the assessment.

4. Deliverables

- a) Comprehensive Valuation Report.
- b) Supporting documentation and evidence for all assessments and evaluations.
- c) Executive Summary highlighting key findings and recommendations.

5. Qualifications and Experience

The appointed Government Valuer should possess the following qualifications and experience:

- a) Professional qualification in valuation, quantity surveying, or a related field.
- b) Minimum of 10 years of experience in the valuation of construction projects.
- c) Proven track record of conducting valuations for government projects or large-scale public infrastructure.

6. Timeline

The valuation process is expected to be completed within 7 days from the date of appointment.

7. Confidentiality

The Government Valuer shall maintain strict confidentiality of all information and documents reviewed during the valuation process.

8. Conclusion

This scope of work outlines the comprehensive responsibilities and expectations from the Government Valuer. The appointed valuer is expected to perform their duties with the highest level of professionalism, integrity, and diligence to ensure a fair and accurate valuation of the Prime Minister Museum project.

Annexure 1: Covering Letter

To,
The Director,
Prime Ministers Museum and Library,
Teen Murti House, New Delhi 110011.

Date:

Dear Sir

We, the undersigned, offer to provide the Services for “**Appointment of Government Valuer in PMML**” in accordance with your Limited Tender Enquiry. We are hereby submitting our Financial Proposal, sealed under a separate envelope.

- a) We hereby declare that we have fully read, understood and unconditionally accepted the entire scope of work and all terms and conditions of this document. We also declare that we will abide by the details provided to PMML at this stage.
- b) We hereby declare that we have more than 10 years of professional qualification in valuation, quantity surveying, or a related fields and have proven track record of conducting valuations for government projects or large-scale public infrastructure.
- c) Breach of any of the above clauses will entitle PMML to immediately terminate this contract and make us liable for any civil and criminal proceedings.
- d) We understand and accept PMML is entitled to accept or reject any proposal without assigning any reason(s).

Yours sincerely,

Authorized Signatory

Seal

Title

Name of the Company

Date

Annexure 2: Financial Bid

To,
The Director,
Prime Ministers Museum and Library,
Teen Murti House, New Delhi 110011.

Date:

Dear Sir,

We, the undersigned on behalf of (name of the firm), offer to respond to (title of project) in accordance with your Tender document dated (insert Date). Our Financial Bid against the Scope for work is as mentioned below:-

S. No.	Description	Amount
1.	Advisory Fee (including GST)	

Our bid shall be binding upon us up to period of validity of 90 days. We understand you are not bound to accept any bid you receive.

Yours sincerely,

Authorized Signatory [In full and initials]

Name and Title of Signatory

Name and address of the firm

Date