



# INDIAN SAILOR'S HOME SOCIETY

Thana Street, Masjid (E), Mumbai - 400 009.  
Tel. Nos. : **Hostel - 2373 7247, Home - 2348 0031**  
**E-mail : ishs75@yahoo.co.in**

Date:16-04-2025

## TENDER NOTICE

### Invitation for sealed quotations for civil criteria at Indian Sailors` Home Society, Mumbai-9

Sealed quotations are hereby invited for Civil criteria for PMC a Indian Sailors Home Society, Thana Street, Masjid (East), Mumbai-9. As per eligibility criteria, scope, Terms and conditions, as mentioned in the enclosed Tender document.

Interested parties may submit their quotations (Technical and Commercial separately) in a sealed envelope to the office of the Resident Manager, Home building of Indian Sailors` Home Society during working hours. The last date for submission of the quotations 25<sup>th</sup> April 2025 up to 1.00 PM

The sealed tenders will be opened on 26 April 2025 at 1.30 hrs. The vendor who have submitted the quotations may attend opening of the same.

This is issued with the approval of the Competent Authority.

Note – Vendors are requested to do site visit and raise their concerned questions ( in writing) to the Competent Authority between 21,22 and 23 April 2025.



  
**BINOY V. NAKULAN**  
(RESIDEN MANAGER)



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## NOTICE INVITING PMC FOR CIVIL WORK IN INDIAN SAILORS HOME SOCIETY

### CIVIL CRITERIA FOR PMC

#### **Consultant Professional Qualification**

1. Consultant (Proprietor/LLP/Pvt. Ltd.) should have Civil Background and BE (Civil) in qualification.
2. Should have minimum 15 to 20 years of individual experience in Civil Engineering Project OR 7-8 years in Civil Consultancy Project.
3. Should have Expertise in RCC/Structural Design, Project Management skills like Planning, Scheduling, Estimating, Support to provide sound technical inputs in RCC, structural core area
4. Should have MCGM-Municipal Corporation of Greater Mumbai, (formerly known as the Bombay Municipal Corporation) approved "Structural Licence"
5. Should able to coordinate all other Engineering /Agencies / Associates with Mechanical, HVAC, Electrical, Fire Fighting, PHE design & Solar System Services.

#### **6. Role & Responsibilities of PMC :**

##### **a) SCOPE OF WORK**

PMC should finalize the scope of civil work & float the civil work tender, scrutiny, evaluation of bid should be submitting to the Indian Sailors' home society committee.

##### **b) Project planning.**

- Each agency is advised to appoint a Project Coordinator, who should be able to provide 'Single Window Service',

##### **c) Resource planning.**

Based on the scope of work, resource planning should be done.

##### **d) Modification in execution methodologies.**

- Use of more mechanized systems for construction/ erection.

##### **e) Quality assurance.**

- For trouble-free and smooth operation of the civil work, work quality has to be ensured at all stages of the project.
- All statutory & regulatory requirements have to be complied-with, to avoid any work hold-ups/penalties.
- At every critical stage of the construction, fabrication and erection, protocols should be signed, to ensure quality.





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**f) Communication.**

- Effective and quick communication is of paramount importance for successful execution of a project.
- Right in the beginning of a project, communication channel needs to be established, by appointing of a coordinator by various agencies, working on the project

**1. Construction Supervision work:** Consultant will supervise the execution of the work so as to ensure that all work is carried out in accordance with the tender/contract specifications and construction drawings. Consultant will maintain check lists for the major items of work which record the observations made during each inspection.

**2. Construction Material:** Consultant will ensure that all the materials to be used in the works are tested as per the requirements given in the specifications. Consultant will also maintain a record of the various test reports.

**3. Labour, Machinery, and Equipment requirement:** Consultant will monitor the adequacy of executing agencies site establishment in respect of technical and supervisory staff, labour force, machinery and equipment, material procurement, etc., in order to complete the works as per time schedule. Consultant will maintain daily reports on labour, plant, and materials etc.

**4. Monitoring progress:** Consultant will monitor the progress of various works at site, prepare physical progress reports and suggest ways and means of achieving the target progress of works.

**5. Site visits of Architects/Consultants:** Consultant will co-ordinate site visits by various Consultants as and when required in order to clarify the details given in the drawings and specifications.

**6. Measurement of work:**

- Consultant will verify all the measurements taken by the Contractor.
- Consultant will ensure that the Contractor maintains a Measurement.
- Book recording all the measurements. This book will be countersigned by Consultant's Representative.





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- Consultant's site staff will certify measurements of all bills submitted by the contractors and forward to Consultant's head office for issuing certificate of payments in favour of contractors.
- The consultant shall strictly enforce and follow the procedure & sequence of recording measurements,
- submission of bills by the contractor as envisage in the relevant General conditions of construction contract.
- The status shall be recorded in every weekly progress review meeting.

## 7. Payment Term & Condition:

Selected Parties would be submit their Payment Term condition for their PMC Execution work.

**Managing Committee has Final Authority for the selection of PMC Party.**

8. The Technical Bid submitted by the parties shall be opened in the presence of ISHS Committee.
9. ISHS reserved the rights to rejects any or all the tenders without assigning any reason thereof not bound to accept the lowest Tender. Tenderers in whom any of the prescribed conditions are not full filled or found in complete in any respect are liable to be rejected.
10. The Tender documents duly completed along with Technical Bid should be submitted up to **1.00 PM of 25/04/2025**. Technical Bid of the parties shall be opened on **26/04/2025 at 1.30 p.m at the office of Resident Manager, of Indian sailor's Home society, Thana street, Masjeed Bunder (East), Mumbai 400 009.**
11. Blank Tender documents (non-Transferable) annexed here with further PMC appointment Can be downloaded from [www.ishsmumbai.in](http://www.ishsmumbai.in) Notice page and submit the same along with Supporting document on or before the due date and at the time of submission.

  
**Resident Manager**  
**Indain Sailors Home Society Home**





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Sr.No.	Name of the work	Issue of the Tender Documents	Last date of Submission of Documents. Date of Opening of Technical Bid
1	Appointed the PMC for the Civil Work in Indian Sailor's of Home Society at Masjid Bunder.	17.04.2025 to 24.04.2025	25.04.2025 up to 1.00 PM 26.04.2025 1.30 PM



  
**BINOY NAKULAN V.**  
RESIDENT MANAGER  
INDIAN SAILOR'S HOME SOCIETY  
THANA STREET, MASJID (E),  
MUMBAI-400 009.