

Permanent Mission of India to the United Nations

New York

Ref.# 881/4/2014

Date: 13 Nov 2018

REQUEST FOR PROPOSAL (RFP)

Permanent Mission of India to the United Nations invites **proposals for Architectural/Engineering Consulting Services** from New York State licensed Professional Engineers or Registered Architects [Qualified Exterior Wall Inspectors] for conducting façade inspection of its property at **235 East 43rd Street, New York, NY 10017**.

The project shall consist of:

- addressing the SWARMP/UNSAFE conditions at the property as per the Initial Report filed with the DOB;
- Visit project site, review the condition and report any new FISP conditions;
- Compile necessary drawings and specifications for competitive bidding and suitable for filing with DOB;
- Prepare Plans, Specifications and Bid Documents/Form of Proposal for the repair work to address the SWARMP/Unsafe conditions;
- Obtain extension of time to file reports, if necessary;
- Conduct a walk-thru for qualified contractors;
- Analyze the bids from technical angle and advise the Mission on selection of a contractor after thorough review of the contractor's qualifications, financial resources, insurance policies, expertise, etc.;
- Prepare a Site Safety Plan and provide the services of a Site Safety Engineer (if required);
- Conduct project meetings; Make site visits at regular intervals to monitor contractor's operations to determine if the work is proceeding in accordance with the agreed timeline;
- Prepare 'punch-lists' to correct deficiencies in work performed;
- Issue procedural change orders, as required, to reflect minor alterations in project scope as necessitated by field conditions;
- Perform balcony railings, terrace railings, roof railings, fire escapes, walkways and any other associated handrail assemblies inspection during construction administrative services;
- Sign-off completed construction, prepare and file final (up-to-date) compliance report with DOB and obtain necessary certificate of completion;
- Assist in clearing violations, if required;

Proposals may be submitted to “**The Head of Chancery, Permanent Mission of India to the United Nations, 235 East 43rd Street, New York, NY 10017**” not later than 1700 hrs on **30 November 2018**.

The Owner may consider incomplete any bid not prepared and submitted in accordance with the provisions hereof and may reject it.

The Owner is under no obligation to accept the lowest quote and reserves the right to accept any proposal or any combination of proposals. The proposals shall not be opened publicly, and the proposals submitted shall not be made available to any parties.

The Proposer agrees to furnish to the Owner all such information necessary to determine his ability to perform the work.

Each Proposer shall have access to the site for examination at reasonable times to familiarize himself with the conditions under which the work is to be performed. Requests for visits are to be made by email to property@indiaun.net / mferraro@corefsllc.com .

Each Proposer shall attach with his proposal a list of **five** similar projects which his company has completed within the past three years. Each Proposer shall also provide references satisfactory to the Owner, indicative of the Bidder’s experience on projects similar to this one.

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