



Selection of Consultant for “Preparation of Master Plan and Comprehensive Architectural Design service with PMC for development of residential campus for GMDC Ltd. at village Panandhro (Phase wise work) , Lakhpat Taluka, Kutch District , Gujarat

GUJARAT MINERAL DEVELOPMENT CORPORATION LTD

(A Govt. of Gujarat Enterprise)

CIN: L14100GJ1963SGC001206

GST: 24AAACG7987P1ZT

T. No- 3/LP/ Consultancy Service /2023

Request for Proposal (RFP)

For selection of Consultant for comprehensive consultancy services including preparation of master plan , Architectural & design services with PMC

for development of residential campus at SKV nagar located at Village Panandhro , Tal: Lakhpat, Dist: Kutchh.

for

GUJARAT MINERAL DEVELOPMENT CORPORATION LTD

at

Panandhro, Lakhpat Taluka, Kutch District, Gujarat.

GUJARAT MINERAL DEVELOPMENT CORPORATION LTD (GMDC)

(A Govt. of Gujarat Enterprise)

Khanij Bhavan,

Near University Ground, 132 feet Ring Road,

Vastrapur, Ahmedabad-380 052

Phone : (079) 27913200, 27913501 Fax No : (079) 27911540

Email: civil@gmdcltd.com Website: www.gmdcltd.com

Disclaimer

1. The Request for Proposal (RFP) is issued by “Gujarat Mineral Development Corporation Limited” or the “Authority”
2. The information contained in this RFP is selective and is subject to updating, expansion, revision, and amendment. It does not , and does not purport to, contain all the information that a recipient may require. Neither GMDC nor any of their officers; employees nor any of its advisors nor consultants undertakes to provide any prospective bidder with access to any additional information or to update the information in this RFP or to correct any inaccuracies therein which may become apparent. Each prospective bidder must conduct its own analysis of the information contained in this RFP or to correct any inaccuracies therein that may this RFP and is advised to carry out its own investigation into the proposed project, the legislative and regulatory regime which applies thereto and by and all matters pertinent to the proposed project and to seek its own professional advice on the legal, financial, regulatory and taxation consequences of entering into any agreement or arrangement relating to the proposed project.
3. This RFP is neither an agreement nor an offer by the Authority to the prospective Bidders or any other person. The purpose of this RFP is to provide interested parties with information that may be useful to them in preparing the Technical and Financial Bids pursuant to this RFP. This RFP includes statements, which reflect various assumptions and assessments arrived at by the Authority in relation to the Project. Such assumptions, assessments and statements do not purport to contain all the information that each Bidder may require. This RFP may not be appropriate for all persons, and it is not possible for the Authority, its employees, or advisors to consider the investment objectives, financial situation and particular needs of each Bidder who reads or uses this RFP. The assumptions, assessments, statements, and information contained in the Bidding Documents, especially details regarding the project sites, may not be complete, accurate, adequate, or correct. Each Bidder should, therefore, conduct its own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments, statements, and information contained in this RFP and obtains independent advice from appropriate sources.
4. Information provided in this RFP to the Bidder(s) is on a wide range of matters, some of which may depend upon interpretation of law. The information given is not intended to be an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. The Authority accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on law expressed herein.
5. The Authority , its employees and advisors make no representation or warranty and shall have no liability to any person, including any applicant or Bidder under any law, statute, rules or regulations or tort , principles of restitution or un just enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this RFP or otherwise, including the accuracy, adequacy,

correctness, completeness or reliability of the RFP and any assessment, assumption, statement or information contained therein or deemed to form part of this RFP or arising in any way for participation in this bid stage.

6. The Authority also accepts no liability of any nature whether resulting from negligence or otherwise howsoever caused arising from reliance of any Bidder upon the statements contained in this RFP.
7. The Authority may in its absolute discretion prior to the Bid Due Date, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumptions contained in this RFP at any time during the Bidding Process.
8. The issue of this RFP does not imply that the Authority is bound to select a Bidder or to appoint the Selected Bidder, as the case may be, for the Project and the Authority reserves the right to reject all or any of the Bidders or Bids without assigning any reason whatsoever. Mere submission of a responsive Bid does not ensure appointment of the bidder as Preferred / Selected Bidder.
9. The Bidder shall bear all its costs associated with or relating to the preparation and submission of its Bid including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by the Authority or any other costs incurred in connection with or relating to its Bid. All such costs and expenses will remain with the Bidder and the Authority shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by a Bidder in preparation or submission of the Bid, regardless of the conduct or outcome of the Bidding Process.

1. Interpretation:

In the interpretation of this RFP, unless the context otherwise requires:

- 1.1. The singular of any defined term includes the plural and vice versa, and any word or expression defined in the singular has the corresponding meaning used in the plural and vice versa.
- 1.2. Reference to any gender includes the other genders;
- 1.3. Unless otherwise stated, a reference to a Clause, Sub-Clause, Paragraph, Subparagraph, Annex, Exhibit, Attachment, Schedule, or Recital is a reference to a Clause, Sub-Clause, Paragraph, Subparagraph, Annex, Exhibit, Attachment, Schedule, or Recital of this RFP;
- 1.4. A reference to any agreement is a reference to that agreement and all annexes, attachments, exhibits, schedules, appendices and the like incorporated therein, as the same may be amended, modified, supplemented, waived, varied, added to, substituted, replaced, renewed, or extended, from time to time, in accordance with the terms thereof;
- 1.5. The terms “include” and “including” shall be deemed to be followed by the words “without limitation”, whether or not so followed;
- 1.6. Any reference to a person shall include such person’s successors and permitted assigns;
- 1.7. A reference to a “writing” or “written” includes printing, typing, lithography and other means of reproducing words in a visible form;
- 1.8. Any date or period set forth in this RFP shall be such date or period as may be extended pursuant to the terms of this RFP;
- 1.9. A reference to “month” shall mean a calendar month, a reference to “week” shall mean a calendar week and a reference to “day” shall mean a calendar day, unless otherwise specified.
- 1.10 The terms “hereof”, “herein”, “hereto”, “hereunder” or similar expressions used in this RFP mean and refer to this RFP and not to any particular Article, Clause or Section of this RFP. The terms “Article”, “Clause”, “Paragraph” and “Schedule” mean and refer to the Article, Clause, Paragraph and Schedule of this RFP so specified;
- 1.11 In the case of any conflict, discrepancy, or repugnancy between the provisions of the RFP documents, provisions of the Agreement shall prevail over and supersede the provisions of other documents;
- 1.12 The descriptive headings of Articles and Sections are inserted solely for convenience of reference and are not intended as complete or accurate descriptions of content thereof and shall not be used to interpret the provisions of the Agreement; and
- 1.13 All capitalized words and expressions used in the RFP but not defined therein shall have the same meaning as ascribed to them in the Agreement.

INTRODUCTION

e-Tender No: - 3/LP/ Consultancy service /2023

M/s. Gujarat Mineral Development Corporation Limited, Ahmedabad proposes to construct Township with all infra structure facilities for Lignite Project Panandhro at Village Panandhro, Tal. Lakhpat, Dist.Kutch, Gujarat State.

Name of Work: Selection of Consultant for providing of comprehensive Architectural Design consultancy services including Project Management consultancy services , for construction of Township campus in phase wise manner with infrastructures facilities and services at GMDC Lignite Project Panandhro at Village Panandhro, Tal. Lakhapat, Dist.Kutch, Gujarat State.

Brief details of the Current Project are as below:

Location	
Lignite Project Panandhro Tal: Lakhpat, Dist- Kutchh , Pin- 370601 Ph.- (02839) 294429, 294221 Fax: 02839-294428 Email- panandhro@gmdcltd.com	Nearest town- Bhuj 140 Kms. (Approx) Nearest railway station- Bhuj 140 Kms. (Approx) Nearest Port Kandla (220 Kms) Nearest Airport- Bhuj 140 Kms. (Approx) Access Roads- National Highway no- 8 A to Gandhidham connects Bhuj. State Highway no-45 connects Bhuj to Panandhro
CampusArea	Approx 40 Hector
Estimated Total Project Cost*	240.00Crore (For all phases and work will be in Phase wise manner)
Brief Scope of work :	Comprehensive consultancy services including preparation of master plan and architectural, design of campus with PMC with designing of all sectors of works. Probable structures will be VIP guest house, training hostel block, residential apartment/tower for staff, club house, multipurpose hall, school, shopping center, hospital, external drainage, electrifications, water supply, other external development & other amenities, including interior, furniture, electrical, landscaping, etc and any other Infrastructure in future development

Consultant may take site visit before quoting the proposal.

Bidders have to mention the approximate Project cost in their technical bid on their letterhead.

The objective of the Project: For planning & designing of buildings one shall keep in mind the specialized needs of the Corporation and Budget available; all-round energy efficiency including an emphasis on green building technologies; strict adherence to safety norms; universal accessibility to persons with reduced mobility; and a high sense of aesthetics in harmony with the natural landscape and surrounding buildings of GMDC and confirming to all national building codes, relevant IS standards and local statutory norms. The consultant is expected to create sustainable structures, interiors, and exteriors that, through function, form, and flow, will enhance efficiency, interaction, creativity, and improving cost-efficiency.

Following minimum works are to considered while planning and designing of the project:

1. This area having severe seismic Zone –V, less raining fall water scare / draft prone area and located nearby desert terrain
2. The development should be in limited area instead of widely spread as per requirements.
3. Adequate water supply including waste water recycling and storm water reuse.
4. Rain water harvesting and drip irrigation for landscape works/area.
5. Landscaping works suitable to the local environment with innovative use of open spaces
6. Sanitation including solid waste management
7. Assured electricity supply with at least 10 to 15% of the township energy requirement coming from solar.
8. Underground wiring
9. Smart metering
10. Energy efficient street lighting
11. Digital security arrangement (ensuring safety of citizens especially children, woman and elderly)
12. Environment friendly transport system,
13. Pedestrian friendly pathways e.g. walking and cycling
14. Intelligent traffic management.
15. Non – vehicle streets/zones.
16. Encroachment free public area
17. At least 75 to 80 % building should be energy efficient and green buildings
18. The development works should include use of local materials with maintaining of local ecology

A Consultant will be selected under the Quality and Cost Based Selection method (QCBS) and in a proposal format as described in this RFP and as per terms and conditions as contained in this RFP. The financial proposal shall be in the form of a fee to be quoted in the percentage of the proposed construction cost of the proposed project cost as per the scope included in the RFP.

Bidders who wish to participate in the online tender will have to procure / should have a legally valid Digital Certificate as per Information Technology Act – 2000 using which they can sign their electronic bids. Bidders can procure the same from any of the license certifying authorities of India.

Bidders who wish to participate in this tender will have to register on <https://gmdc.nprocure.com> . Further bidders who wish to participate in online tenders will have to procure Digital Certificate as per information technology Act 2000 using which they can sign their electronic bids. Bidder can procure the same from (n) code solution- a division of GNFC Ltd, who are licensed Certifying Authority by Govt. of India and they will assist them in procuring the same at below mentioned address. Bidders who already have a valid Digital certificate need not procure a new Digital Certificate.

The works are to be carried out in phase wise manner and phases of construction may be as per following,

Quarters	Phase-I- Nos	Phase-II-Nos	Phase-III -Nos
A-Type	1	1	1
B -Type	14	98	60
C-Type	216	200	140
D-Type	29	106	61
Approximate phase wise cost	Rs. 92.00 Crore	Rs. 90.00 Crore	Rs. 58.00 crore

The time limit for the proposed project work to be completed within 18 months (Phase-1) after appointment of contractor .

Along with development of phase-I , other ancillary structures like VIP guest house, training hostel block, residential quarters / apartments , club house, multipurpose hall, school, shopping center, hospital etc. and services like external drainage, electrifications, water supply, other external development & other amenities, including interior, furniture, electrical, landscaping, etc shall be simultaneously considered.

Similarly on completion of Phase-I , work will be considered to be taken up for Phase-II and onwards. However , GMDC reserve the right regarding development of Phase-II and phase-III without assigning any reasons thereof.

In view of the above and to get resourceful and experienced agencies (Consultants & Architects), it will be necessary that bidders should submit the required information and documents as asked by GMDC (Corporation).

With a view to select a competent agency for the providing of comprehensive consultancy services the Tender Documents can be download from <https://gmdc.nprocure.com>. The Documents include Technical Bid / Prequalification Bid and price bid. Only the tenders of the tenderers who have submitted the required information and documents as asked by GMDC will be considered for further evaluation. The tenderers (bidders) are requested to send all the required documents as mentioned in the Tender. Bidder/Consultant may take site visit before quoting the proposal.

Decision of the GMDC Management regarding consideration of tender based on the documents furnished by the bidders will be final and binding to all the bidders and no correspondence will be entertained from any of the bidders in this regard.

The Corporation reserves the right to reject any or all the Bids for pre- qualification without assigning any reasons thereof.

The Corporation reserves the right to allot the work in parts to more than one agency whose Technical Bid is qualified for the work.

All decision to award the work will be made by Corporation. The successful bidder has to prepare all necessary design, plans, and drawings; sections, structural drawings etc, supervise the construction work and audit the invoices / bills etc as per scope & detail mentioned in documents.

The selected tenderer will have to enter into an agreement with the Corporation on a stamp paper of Rs.300/- to be provided by the selected tenderer in the form approved by the Corporation covering all terms and conditions interalia, that are advertised and stated in this tender form and those which may be agreed upon or modified by both parties during subsequent correspondence / discussions / negotiations.

Important Note:

- The Tender Document is being submitted by the Bidder in the Hard copy. The complete set of the technical bid (including Annexure, Letters, various documentary proofs, etc.) shall be submitted in the Hard copy along with the Bid Documents.
- Financial Bids are to be submitted through on - line only as mentioned in the RFP. The Price Bid shall not be submitted with the Technical Bid. Submission of Price Bid along with Technical Bid will lead to the disqualification of the Bidder.

2. Information to Bidders :

2.1.1 Definitions

- 2.1.1.1. “Authority / Employer/Client” means Gujarat Mineral Development Corporation Limited (GMDC) and his/her representatives.
- 2.1.1.2. “Bidder” means any consulting firm/agency/organization/institution who is technically eligible for providing services to the Authority as per the scope of work under the Contract and is participating in this Tender Process.
- 2.1.1.3. “Consultant” or “Consulting Agency” or “Agency” means any entity or person that may provide or provide the Services to the Authority under the Contract.
- 2.1.1.4. “LOA” means the Letter of Award Or “LOI” means Letter of Intent
- 2.1.1.5. “RFP” means the Request for Proposal prepared by the Authority for the selection of consultants.
- 2.1.1.6. “Services” means the work to be performed by the Consultant as provided in this RFP and as contained in the Contract.
- 2.1.1.7. “Terms of Reference” (ToR) means the document included in the RFP as Section 4 which explains the objectives, scope of work, activities, tasks to be performed, respective responsibilities of the Authority and the Bidders, and expected results and deliverables of the project.

2.1.2. General Conditions

- 2.1.2.1. Bidders shall not be under a declaration of ineligibility for corrupt and fraudulent practices.
- 2.1.2.2. Bidders shall furnish all relevant information, as per the formats provided in the RFP.
- 2.1.2.3. Proposals, as submitted by the Bidders, shall have a Bid Validity of 180 days from the last date of Bid Submission.

2.1.3. Clarifications and Amendment of RFP Documents

- 2.1.3.1. Any request for clarification must be sent in writing by paper, mail, facsimile, or electronic mail to the Authority's address as indicated before two days of pre bid meeting. The Authority will upload a response to all such requests received by it on website www.gmdc.in
- 2.1.3.2. At any time before the submission of Proposals, the Authority may for any reason, whether at its initiative or in response to a clarification requested by a Bidder, modify the RFP documents by amendment. Any such amendment shall be issued in writing through Corrigenda. Corrigenda shall be uploaded on (n) procure and shall be binding on all Bidders. The Authority may at its discretion extend the deadline for the submission of Proposals.

2.1.3.2 Corrigendum is the part of the tender Document. Corrigendum if any shall be uploaded on the website <https://gmdc.nprocure.com> only. Please note that there is no provision to take out the list of parties downloading the tender document from the above referred website. As such Bidders are requested to see the website from time to time before due date of submission of bid to ensure that they have not missed any corrigendum uploaded against the said tender after downloading the tender document. The responsibility of downloading the related corrigendum, if any, will be that of the downloading parties. No separate intimation in respect of corrigendum will be sent to Bidders who down loaded the tender document from the website as information in this respect will not be available to websites.

3.1.3 Clarifications and Amendment of RFP Documents

3.1.3.1 Any request for clarification must be sent in writing by paper, mail, facsimile, or electronic mail to the Authority's address as indicated at least two (2) working days before the date of the pre-bid conference to the Official mail civil@gmdcltd.com. The Authority will upload a response to all such requests received by it on (n) procure.

3.1.3.2 At any time before the submission of Proposals, the Authority may for any reason, whether at its initiative or in response to a clarification requested by a Bidder, modify the RFP documents by amendment. Any such amendment shall be issued in writing through Corrigendum. Corrigendum shall be uploaded on the website and shall be binding on all Bidders. The Authority may at its discretion extend the deadline for the submission of Proposals.

e TENDER NOTICE

Tender No.- 3/LP/ Consultancy Service /2023

Name of Work: Providing of comprehensive Consultancy services for development & construction of Township campus with all infra structure facilities for GMDC Lignite Project Panadhro, Tal. Lakhpat , Dist: Kutchh , Gujarat State.

01	Tender No.	3/LP/ Consultancy Service /2023
02	Name of work	Selection of Consultant for “Preparation of Master Plan and Comprehensive Architectural Design of Permanent Campus of GUJARAT MINERAL DEVELOPMENT CORPORATION LTD (Phase wise work) at Panandhro, Lakhpat Taluka, Kutch District , Gujarat
03	ScopeOfWork	As mentioned under scope of work of document.
04	PlaceofWorktobeexecuted	Lignite Project Panadhro , Village – Panandhro Tal. Lakhpat , Dist: Kutchh , Gujarat State
05	Tender Fee (Non refundable)	Rs. 7,080/- by D.D. - D.D. should be in favour of 'GMDC Ltd', payable at Ahmedabad from Bank approved by Govt. of Gujarat from time to time (except Co-Operative Bank) in the form and manner acceptable to the GMDC. Note: Tender processing fee is including GST. Bidder should mention their GST number in forwarding letter to get the benefit of input tax credit
05	EMD	Rs. 1.0 lakh by Demand Draft. – DD should be in favour of 'GMDC Ltd' , payable at Ahmedabad from Bank approved by Govt. of Gujarat from time to time (except Co-Operative Bank) in the form and manner acceptable to the GMDC. It is to be enclosed along with technical bid only; failing which tender will not be considered as a valid tender. NOTE: EMD submitted by way of any other instrument other than DD and /or for an amount less than the prescribed amount, the bid will be summarily
06	Security Deposit	Successful consultant has to pay full amount of Security Deposit @ 10 % of the total agreed initial fees (including EMD amount) by way of D.D. in favour of 'GMDC Ltd', payable at Ahmedabad from Bank approved by Govt. of Gujarat from time to time (except Co-Operative Bank) in the form and manner acceptable to the GMDC, OR SD should be submitted in form of Bank Guarantee against Security Deposit issued by All Nationalized Banks or Bank approved as per Finance Department G.R. No- EMD/10/2021/7729/DMO Dt. 28/06/2021 (OR as per the latest revision in GR /Guidance)
07	Proposed Period of Project	18 Months after appointment of contractor (Phase- I).
08	Last date & time for On line submission of TENDER	DT: 27/3/2023 upto 18.00Hrs

09	Pre Bid meeting (off line)	Dt- 14/3/2023 at 11.30 am at Corporate office of GMDC
10	Last date for submission of Tender fee, EMD and for other documents in person	DT: 28/03/2023 upto 18.00Hrs Note: The tender documents submitted after due date shall not be considered for scrutiny
11	Opening of technical bids	DT: 29/03/2023 at 15.00Hrs
13	Validity of Tender	Minimum 180 days from the last date of Bid Submission.
14	Terms of Payment	As per order/agreement.
15	Eligibility Of Tenderer	As mentioned in tender documents.

1. In case of any discrepancy, the tender notice (NIT- Notice Inviting Tender) published on “n Procure.com” shall prevail.
2. The Gujarat Mineral Development Corporation reserves the right to reject any or all the tenders or split the work between more than one bidders without assigning any reason thereof.
3. The bidders are required to quote the rate strictly as per the terms and conditions mentioned in the Tender document. The conditional tender will not be entertained and shall be liable for outright rejection.
4. A bidder registered either in DGS & D, SSI, NSIC or in the Central/ State Govt. or Central / State Govt. undertaking is not exempted by this corporation for paying EMD , SD etc. As well as no price preferences over the quoted rate will be considered.
5. Bidders are requested to visit the site before quoting the tender.
6. GMDC reserve to itself full rights without assigning any reason whatsoever to reject any or all tenders.
7. Submission of false or incorrect information, history of delayed completion and settlement claims, reports of unprofessional conduct, among other things shall be sufficient grounds for disqualification in technical bid.
8. Tender documents are only available in Electronic form. The bidder should submit all the forms electronically only.
9. Bidders who wish to participate in this tender will have to register on <https://gmdc.nprocure.com> . Further bidders who wish to participate in online tenders will have to procure Digital Certificate as per information technology Act 2000 using which they can sign their electronic bids. Bidder can procure the same from (n) code solution- a division of GNFC Ltd, who are licensed Certifying Authority by Govt. of India and they will assist them in procuring the same at below mentioned address.

(n) Code Solution, A division of GNFC
301, GNFC Infotower, Bodakdev,
Sarkhej- Gandhinagar highway, Ahmedabad- 380 054 Tel: +91 26857316/17/18
Toll Free- 1-800-233-1-1 Ext: 501, 512, 516, 517 ,Fax: =91 79 26857321,
E-mail: nprocure@gnvfc.net .Mobile: 9327084190 , 98985889652



10. Bidders who already have a valid Digital certificate need not procure a new Digital Certificate.

Sr. Manager (Civil)

GUJARAT MINERAL DEVELOPMENT CORPORATION LTD.

(A Govt. of Gujarat Enterprise)

KHANIJ BHAVAN, 132' RING ROAD, UNIVERSITY GROUND
VASTRAPUR, AHMEDABAD 380 052

☎ EPABX : 27913200 EXTN. 1712, 1714 , 1726 & 1725

Preparation of Proposal:

The Bidders are required to submit the proposal in Two parts in Two separate envelopes/parts and put together in one single outer envelopementioning name of work, tender no. agency name etc. The Two parts shall be captioned as follows on the respective envelopes:

- i. Part1:BidProcessingFee&EMDand
- ii. Part2:TechnicalProposal(Original)

The Technical Proposal needs to be submitted online also on <https://gmdc.nprocure.com>. The Financial Proposal needs to be submitted online only. The proposal shall be written in English only.

The Part-1 submission (Cover-1) & Part-2 submission (Cover-2) shall contain the followinginformationasdescribedintheensuingsections

Pre-Bid Meeting

Queries, if any, proposed to be raised at the pre-bid conference by the Bidder should be submitted to the in writing over email at least two (2) working days before the date of the pre-bid conference to the Official mail as below: Email: civil@gmdcltd.com,

Financial offer

Financial offer should be submitted online only .

It is submitted by considering Providing of comprehensive Architectural Design consultancy services including PMC as per scope of work mentioned in tender documents . The financial proposal shall be in the form of a fee to be quoted in the percentage of the proposed construction cost as per the scope included in the RFP, including all applicable taxes, cess, levies etc. for such type of services but excluding GST.

No extra charge for Project Management Consultancy (PMC) will be considered and paid , if awarded construction work is extended beyond the stipulated time period mentioned in construction tender documents .

Form-A

Following details are to be submitted for initial pre qualifications:

Tender No -3/LP/Consultancy Service /2023

Following documents and information are to be furnished by applicant in technical bid for pre qualifications.

Sr. No.	Details	Remarks – Agency has to submit all the details and mention Yes OR No etc as per requirement
1	Name and address of the firm with <ul style="list-style-type: none"> - Contact no, - Mobile No - E mail ID, Website - Name Of Concern Person - Bio-data of partner and staff members which should include name, qualification, experience and period of association with the firm. 	
2	Applicant should submit the valid registration of Council of Architecture. Copy of same may be attached.	Attached/Not Attached
3	Year of establishment, category of firm i.e. proprietary, partnership, Pvt. Ltd, Public Ltd, etc (Certificate of registration/Council of Architect certificate / MSME certificate to be enclosed)	
4	List of works for which full consultancy services provided during last <u>10</u> years. <ul style="list-style-type: none"> - Minimum one work having project cost of Rs.95.00 to 190.00 crores of similar works including mentioning of type & nature of work, orders from clients, time frame of the works with total cost of project etc require. 	
5	Bidder should have designed and worked for minimum seismic Zone-III	Bidder have to submit project details
6	List of works on hand with details.	
7	Audited statements CA certified showing mini turnover of 125.00 lakhs in any of one year during last five years.	

8	Bidder should have to confirm that they have their own set up for Architectural & design.	Yes/No
9	Income tax PAN Registration No Copy [Copy to be enclosed	
10	GST No	
11	Indicated details of Arbitrations/legal proceeding in last ten years.	Yes / No
12	Liquidated Clause - Accepted	Yes / No
13	Payment Terms – Accepted	Yes / No
14	Validity of offer –Accepted	Yes / No
15	Deviation sheet attached Deviation sheet to be attached by the bidder mentioning any deviation in technical & commercial . If there is no deviation then with ‘No deviation’ ,submitted on letter head of the bidders	Yes / No
16	Declaration sheet - Attached Declaration in prescribed format on letter head of the bidder	Yes / No
17	Scope of work, terms, conditions & all other clauses are read and understand by the bidder.	Agree / Disagree
18	Affidavit regarding genuineness of documents as per format on Rs.300/- non judicial stamp paper	Submitted / Not submitted

Pre-qualification Criteria

Bidders who comply with the following basic criteria are eligible for further evaluation of this tender:

The Bidder should be a private/public limited company or partnership/proprietorship firm or expert institution and should be in existence in India for a minimum period of 10 years. The firm must be an Architect registered with the Council of Architecture. The joint venture will not be allowed.

The Minimum Annual Turnover for the Bidder from Consultancy Services in any of one year during last five (5) years (2017-18, 2018-19, 2019-20 , 2020-21, 2021-22) should be INR 1.25 crore (Rupees One Crore Twenty five Lakh only).

The Bidder should have completed in the last 10 years (as on bid due date), in India, the following projects for Central & State Government/State Government Agencies/Boards/Govt. U/T/ PSUs (Public Sector Units)/ULBs(Urban Local Bodies) , Government Turnkey / EPC/ BOT /BOO/PPP model projects .

a) One similar type of completed project costing not less than the amount Rs. 190.00 Crore during last10 Years.

OR

b) Two similar types of completed projects costing not less than the amountRs. 120.00 Crore during last10 Years

OR

c) Three similar types of completed projects costing not less than the amount Rs. 95.00 Crores during last 10 Years.

The Bidder should have executed at least one project which they are mentioning in above criteria in Gujarat only.

The bidder should have functional Branch Office or Head Office in Gujarat itself from past 10 years

The bidder must have executed at least one project having IGBC/GRIHA certification of Green building Green Building not less than the amount Rs. 25.00 Crores .

The Bidder should not be blacklisted by any Government Department, Organization, Corporation, or any other body

“Similar works for Building Works” shall mean “RCC Framed Structure Residential /Non-Residential Buildings for Central Government/State Government Agencies/Boards/Govt. U/T/ PSUs (Public Sector Units)/ULBs (Urban Local Bodies), Government turnkey /BOT/EPC/BOO/PPP model projects .

Similar work for Residential Works means development of campus, Construction of RCC framed Structures for Residential Complexes, Mass Housing, townships, Hostels, shopping center, dispensary, guest house, recreation buildings including require infrastructures like roads, external sewerage, electrification, drainage, STP, etc

Similar work for Non-Residential Works means Construction of RCC framed Structures for non-residential buildings like Office buildings, Institutional Complexes, Commercial Complex, shopping malls, Hotels, Conventional Centre /Auditorium, Hospitals, etc.

Note: The experience in similar nature of work should be supported by certificates issued by an authorized officer/Authorized competent Authority/Competent Authority.

Note: Please submit relevant documents supporting to above pre-qualification criteria justifying eligibility of the bidder.

Proposal Evaluation:

The responsive proposals shall be evaluated on a Quality cum Cost Based Selection (QCBS) in the ratio of 80:20 (80% Weight age to Technical Proposal and 20% Weight age to the Financial Proposal)

The following procedure shall be adopted in evaluating the proposals:

Technical Proposal Evaluation:

The Evaluation Committee shall evaluate Technical Proposals. The evaluation criteria are point/marks system based as specified in the table below. Each responsive proposal shall be attributed a technical score. The Bidders are required to give a presentation detailing their understanding of the Terms of Reference, work plan, methodology, experience, etc. as per the details included in the Table below.

Points/Marks out of 100 shall be awarded as per the Technical Proposal Evaluation and the presentation before the Evaluation Committee. The Technical Proposal should score at least 75% marks to be considered responsive for Financial Evaluation.

The combined Technical Qualification and presentation would carry marks as below:

Sr. No	Aspects	Max Marks
1	<p>The Bidder should be a private/public limited company or partnership /Proprietorship firm or expert institution and should be in existence in India for a minimum period of 10 years as on the Bid Due Date.</p> <p>More than 10 Years and up to 20 Years – 5 More than 20 Years and up to 25 Years – 7 More than 25 years–10 Marks</p>	10 marks
2	<p>The bidder must have executed similar nature of projects within the last 10 years only as per similar work definition as above:</p> <p>More than 95 Crores & up to 120 Crores – 5 Marks More than 120 Crores & up to 190 Crores – 10 Marks More than 190 Crores – 20 Marks</p> <p>Please enclose relevant documents separately (Name of client, cost of work, work order, duration of work & completion certificate of client) The bidder must have executed similar nature of projects within the last 10 years only as per similar work definition as above:</p>	20 marks
3	<p>The Minimum Annual Turnover for the Bidder from Consultancy Services in the last 5 years 2017-18, 2018-19, 2019-20, 2020-21, 2021-22) should be INR 1.25 crore (Rupees One Crore Twenty five lakh only) Provide CA certificate as evidence for proof of Turnover.</p> <p>More than 1.25 Crore and up to 1.50 Crore – 5 Marks More than 1.50 Crore - 10 Marks</p>	10 marks

4	<p>The bidder must have executed at least one project having IGBC/GRIHA certification of Green Building with the minimum Project cost of Rs.25.00 Crores or above for State / Central / Semi-Government/public sector organization/ Private sector within last 10 years only Please enclose relevant documents separately (Name of client, cost of work, work order, duration of work & completion certificate of client)</p> <p>Certified/3-Star – 3 Marks Silver/4-Star – 5 Marks Gold/5-Star – 10 Marks</p>	10 marks
5	<p>Technical Presentation to the Committee</p> <p>Appreciation of Project Area, Comments of ToR and understanding of the project Approach and Methodology for the overall scope of work Work Plan, Activity Schedule, and Staffing Schedule Conceptual options for the development of the Project</p> <p>Note: A color printed copy of the presentation shall be submitted as a part of the Technical Bid Presentation /proposal as per scope</p>	50 marks
Total Marks		100 Marks

Note:

1. For all the submitted projects, documentary evidence to substantiate the scope of work, project area, and project cost in the form of a Work Order, Agreement, and Completion Certificate from the client is mandatory.
2. The decision of the Client towards adjudging similar projects shall be final and binding on the bidders.
3. It is advised that Principal Architect / Senior Team Members from the Pre-Qualified Bidder's Organization remain present for making the Technical Presentation to the Committee.

Financial Proposal Evaluation:

1. After the evaluation of the technical proposal, those Bidders who qualified in Technical proposals, their Financial Proposals will be opened.
2. The Financial Proposals shall be opened from the n-procure website in the presence of the Bidders / authorized representatives who choose to attend.
3. The Evaluation Committee shall consider the evaluated financial offer and/or total proposal cost and the score on the price quote will be calculated in the following manner.

$$S_f = 100 \times F_m / F \quad \text{in which,}$$

S_f is the 'Financial Score' of the Financial Proposal being evaluated.

F_m is the computed lowest financial proposal (inclusive of all taxes but excluding GST).

F is the Computed Price of the bidder under evaluation (inclusive of all taxes but excluding GST).

4. The weights given to the Technical and Financial Proposals are:

$$T = 0.8 (80\%)$$

$$P = 0.2(20\%)$$

Proposals will be ranked according to their combined Technical Scores (St) and Financial Scores (Sf) using the weights indicated above. Final scores will be calculated as under:

$$S = St \times T + Sf \times P$$

T = the weight given to the Technical Proposal;

P = the weight given to the Financial Proposal;

and S = Score

5. The bidder getting Highest Score (technical plus financial) would be awarded the bid (the “H1 Bidder”)

Negotiations

1. CLIENT shall notify the successful Bidder who has emerged the H1 Bidder and invite them to negotiate.
2. If negotiations fail, CLIENT will invite the second-ranked bidder, whose proposal received the second- highest score, to negotiate..

Award of Work

1. After completion of negotiations with the preferred bidder, the Authority shall award the work to the selected Consultant by issuing a Letter of Award.
2. The successful Bidder with whom the Consultancy Agreement (the “Agreement”) is signed is expected to commence the project on the date and at the location specified as indicated by the Authority during the negotiation meeting.

Confidentiality

1. Information relating to the evaluation of proposals and recommendations concerning awards shall not be disclosed to the Bidders who submitted the proposals or to other persons not officially concerned with the process without the consent of the appropriate Authority.
2. The Consultant, its Sub-Consultants and the Personnel of either of them shall not, either during the term or within two years after the expiration or termination of this Agreement disclose any proprietary information, including information relating to reports, data, drawings, design software or other material, whether written or oral, in electronic or magnetic format, and the contents thereof; and any reports, digests or summaries created or derived from any of the foregoing that is provided by the Authority to the Consultant, its Sub-Consultants and the Personnel; any information provided by or relating to the Authority, its technology, technical processes, business affairs or finances or any information relating to the Authority’s employees, officers or other professionals or suppliers customers, or contractors of the Authority; and any other information which the Consultant is under an obligation to keep confidential in relation to the Project, the Services or this Agreement

("Confidential Information"), without the prior written consent of the Authority.

3. Notwithstanding the aforesaid, the Consultant, its Sub-Consultants, and the Personnel of either of them may disclose Confidential Information to the extent that such Confidential Information:
 - i. was in the public domain before its delivery to the Consultant, its Sub consultants and the Personnel of either of them or becomes a part of the public knowledge from a source other than the Consultant, its Sub consultants and the Personnel of either of them;
 - ii. was obtained from a third party with no known duty to maintain its confidentiality;
 - iii. is required to be disclosed by Applicable Laws or judicial or administrative or arbitral process or by any governmental instrumentalities, provided that for any such disclosure, the Consultant, its Sub-Consultants, and the Personnel of either of them shall give the Authority, prompt written notice, and use reasonable efforts to ensure that such disclosure is accorded confidential treatment; and
 - iv. is provided to the professional advisers, agents, auditors or representatives of the Consultant or its Sub-Consultants or Personnel of either of them, as is reasonable under the circumstances; provided, however, that the Consultant or its Sub-Consultants or Personnel of either of them, as the case may be, shall require their professional advisers, agents, auditors or its representatives, to undertake in writing to keep such Confidential Information, confidential and shall use its best efforts to ensure compliance with such undertaking.

Right of Rejection

1. CLIENT reserves the right to reject any or all proposals, to waive any informality in such proposals, to request new proposals, to revise the RFP before, and including the pre-proposal meeting date, to proceed to do the work otherwise, withdraw this RFP, not award the work, or not award a portion of work at any time. The receipt of proposals shall not in any way, obligate the CLIENT to enter into a Consultancy Agreement or any other agreement of any kind with the Bidder. All submitted copies of the proposals shall become the property of the CLIENT.
2. CLIENT reserve the right to disqualify/reject bid of any bidder at any stage of evaluation of bid if found to have any kind of fraudulent practice. Any legal pending case or any other instances of malpractice, unsatisfactory services in past or incomplete work determined by the GMDC, at their best interest.

Right of Dispute

1. CLIENT reserves the right if any issue, differences or dispute arising out of the interpretation and implications of the tender shall be decided upon by GMDC and the decision shall be final and binding.

Liquidated Damages and Penalties

1. Liquidated Damages for delay: In case of delay in submission of any deliverable, liquidated damages not exceeding an amount equal to 0.2% (zero-point two percent) of the Consultancy

Fee per week, subject to a maximum of 5% (Five percent) of the Consultancy Fee will be imposed and shall be recovered by an appropriation from the Performance Security or otherwise. However, in case of delay due to reasons beyond the control of the Consultant, a suitable extension of time shall be granted on a written request justifying the cause of such action.

2. Encashment and appropriation of Performance Security: The Authority shall have the right to invoke and appropriate the proceeds of the Performance Security, in whole or in part, without notice to the Consultant in the event of a breach of this Agreement or for recovery of liquidated damages specified in the Tender Clause.
3. Penalty for deficiency in Services In addition to the liquidated damages not amounting to penalty ,as specified in the Tender Clause, a warning may be issued to the Consultant for minor deficiencies on its part. In the case of significant deficiencies in Services harming the Project on the reputation of the Authority, other penal actions including debarring for a specified period may also be initiated as per the policy of the Authority. If a major deficiency of significant nature in the services is observed, an additional levy of compensation up to a maximum of 5% of the consultancy fees shall be made on the consultant. In this regard, the decision of CLIENT will be final binding.

Documents prepared by the Consultant to be the property of the Authority

1. All drawings, specifications, maps, designs, photographs, studies, surveys, data, notes, computer files, reports, records, documents, and other materials (the “documents and materials”) prepared by consultant, its employees, subcontractors, and agents in the performance of this Agreement shall be the property of Authority and shall be delivered to Authority upon request of the Competent Officer or upon the termination of the Agreement, and
2. Consultant shall have no claim for further employment or additional compensation as a result of the exercise by Authority of its full rights of ownership use, reuse, or assignment of the documents and materials hereunder. In the event of termination, all finished or unfinished documents and other materials, if any, at the option of Authority, and to the extent permitted by law, shall become the property of the Authority. Consultant may retain copies thereof for its files and internal use. Any publication of information directly derived from work performed or data obtained in connection with services rendered under this Agreement must be first got approved by Authority.

Earnest Money Deposit(EMD) / Security Deposit (SD)

1. Tender received without E.M.D. will be summarily rejected. No relaxation on EMD/SD for any small-scale industry shall be considered.
2. The bidder shall deposit Earnest money deposit of Rs. 1,00,000/- only by way of demand Draft in favour of ‘GMDC Ltd’ , payable at Ahmedabad of Nationalized Bank or from Bank approved by Govt. of Gujarat from time to time(except Co-Operative Bank)in the form and manner acceptable to the GMDC. EMD in any other form except DD, bid will be out rightly rejected.

3. Earnest money deposit paid will be adjusted against security deposit of contractor. Earnest money deposit paid as above will be refunded to unsuccessful bidders.
4. If the contractor does not pay security deposit and does not commence work as per tender condition, E.M.D. paid by the contractor will be liable to be forfeited by the GMDC and in that case GMDC may take necessary decision including but not limited to termination of contract and/or debar the contractor for participating in future tenders/business of GMDC for period as per GMDC discretion. This debarment shall be applicable in respect of participation in tender of all sister concerns/company/trust/group/consultancy firm etc. of GMDC.
5. Successful consultant has to pay full amount of Security Deposit @ 10 % of the total agreed initial fees (including EMD amount) by way of D.D. in favour of 'GMDC Ltd', payable at Ahmedabad from Bank approved by Govt. of Gujarat from time to time (except Co-Operative Bank) in the form and manner acceptable to the GMDC, **OR** SD should be submitted in form of Bank Guarantee against Security Deposit issued by All Nationalized Banks or Bank approved as per Finance Department G.R. No- EMD/10/2021/7729/DMO Dt. 28/06/2021 (OR as per the latest revision in GR /Guidance) . The Bank Guarantee shall be valid for entire currency of the contract period / extended period of work plus claim period of 3.months.
6. However, if the payable agreed fees exceed the agreed initial amount, deduction against SD will be made@ 10% of the exceeded amount of the fees.
7. Earnest Money deposit and Security deposit shall not bear any interest.
8. SD shall be refunded to the Architect, within a period of three months after completion of the construction work of phase-I and submission of competency certificate of work and the due fulfillment of all the terms and conditions of the agreement. on demand by you. Similarly for other phases the detail of security deposit will remain same .
9. The SD deposited by the architects will be forfeited if the architect fails to perform the job as per the agreement and GMDC has right to complete the balance job at Architects and Engineer's risk and cost.
10. CORPORATION reserves the right to recover the charges or the penalty/Liquidated damages from the Security Deposit.

Settlement of Disputes

- a. Except as otherwise specifically provided in the LOI/Agreement/Work order all disputes concerning questions of fact arising under the work shall be decided by the GMDC management subject to a written appeal by the Architects to the Management whose decision shall be final to the parties hereto.
- b. Any disputes or differences including those considered as such by only one of the parties arising out of or in connection with the work shall be to the extent possible settled amicably between GMDC and the Architects.

- c. If amicable settlement cannot be reached then all disputed Issues shall be settled by arbitration as provided in clause No. 4. OF "other terms and Condition" herein below.

Arbitration

In case of dispute in interpretation of LOI/Agreement/Work order clauses, the decision of Chief General Manager will be final. However if the Architect disagree with it he can appeal to the Managing Director of GMDC. If, the Architects do not agree even to it, then prevailing rules and regulation of Arbitration and Conciliation Act of 1996 will be applicable.

The venue of arbitration shall be at Ahmedabad.

Jurisdiction

The court of Ahmedabad alone shall have exclusive Jurisdiction in all matters arising out of or relating to this contract.

Bankruptcy

If the Architects bankrupt or have a receiving order made against him or compound with his creditors or being a Company / firm commence to be wound up, not being a voluntary winding up for the purposes only or amalgamation or reconstruction, or carry on their business under a receiver for the benefit of their creditors or any of them, GMDC shall be at liberty:

- a) To terminate the assignment forthwith without any notice in writing to the Architects or to the liquidator or receiver or to any person in whom the Architects may become vested.
- b) To give such liquidator receiver or other person the option of carrying out the said assignment subject to their providing a guarantee for the due and faithful performance of the assignment up to an amount to be determinate by GMDC.

Other Terms & Condition

Price bid will be opened for those bidders who will be pre qualified for work. For shortfall data bidders will be asked to submit through mail to furnish such data within time frame and if not received it will be concluded that bidder is not interested for the work.

No claim should be considered for escalation in price, ideal charges etc., if project cannot be completed by any reasons within the suggested time period by the Architects & consultants.

Any liability in reference to PF, taxes, other statutory requirements etc for the subject work will be in scope of Architects, Consultants.

Dated Signature & Stamp of the Agency

Scope of work

GMDC desires to develop township having following category of quarters & other buildings in phase wise manner. However total requirements will be as per followings. The development should be includes as per followings:

Sr.No.	Details	Unit	Area per unit
i)	G.M. Bunglow (A type)	No.	200 Sq.M.
ii)	Officer quarters (B Type)	Nos.	125 Sq.M.
iii)	Statutory supervisor Quarters (S Type)	Nos.	105 Sq.M.
iv)	Staff quarters (C Type)	Nos.	80Sq.M.
v)	School	01 No.	4500 Sq.M.
vi)	Hospital	1 no.	1500Sq.M.
vii)	Shopping Center	1 no.	800Sq.M.
viii)	Community hall/Multipurpose hall	1 nos	900Sq.M.
ix)	Recreation area-indoor/outdoor games		1000 sq.M.
	Infrastructure and services		
vi)	Over head water tank	01 No.	50,000lit. capacity
x)	Under Ground Tank	01 no.	1.0lakhlit. capacity
xi)	Parking Sheds		250 Sq.M.
xii)	Roads (may be with Paver blocks)		Approx. 3000 Sq.M.
xiii)	Solar Power Panel – After completion of wok, based on load analysis may be considered for providing of solar panel etc.		
xiv)	Pipe culverts if required		
xv)	Landscaping, garden development etc		
xvi)	Other required works		

Plot area 40 Hectors.

The services may includes "Conceptual layout of site & building, planning, soil investigations, soil explorations, structural layout, architectural layout, landscaping, structural design, services designs, other designs, assistance in taking of approval from local authorities, preparing of tender and working drawings of various components, preparation of bill of quantities, preparation of estimates, draft tender papers, items & its specifications, evolution of tenders, finalization of contractors and recommendation for allotment of work, PMC by deputing engineers as per requirements, providing of technical assistance during execution of works includes site visits at every 15 days required, bill verifications & certifications etc, final completion certificate, submission of stability certificates & other deign certificates for works as per requirements on completion of project "

This site is fall under seismic Zone – V (Kutch Region). Site Visit before submission of bid is suggested for that no charges will be paid. Scope of work further includes,

1. Works includes submission of details of tests carried out for Soil Investigation of the site area before starting of the designing & other works. All required soil tests, surveys & other related tests are in Consultant/ Architect's scope. Consultants will carry out the soil investigation & require tests, site surveys incl. contours etc for the project of the area. Architects / consultants may quote accordingly.
2. Submission of estimated cost of total works including development works like infrastructure facilities like roads, culverts, storm water drainage, water supply, over head tank, underground

tank, external drainage with STP/Green Technology, external electricity works, bore well, development of garden, parking facilities, rain water harvesting-percolation tank, installation of solar power panel system etc . As this works carried out under respective Gram/Taluka/District Panchayat authority, consultants have to consider all the rules and regulations prevailing in such area under such authority before releasing of construction drawings. After completion of works, consultants has to make arrangements for issuing and collection of required permission for building use, necessary certificates, prevailing statutory compliances etc from concern authorities (Required fees will be borne by GMDC of concern Gram/Taluka/District Panchayat). All permissions for the works etc will be in scope of consultants & official fees etc for the same will be inscope of GMDC.

3. To prepare report on site evaluation, state of existing buildings, if any; and analysis and impact of existing and/ or proposed development on its immediate environs. Prepare initial drawings and documents in form of report showing details of survey and soil investigation at the site of the project.
4. The Architects shall prepare detailed drawings, specifications and approximate estimates of cost for the said Civil Construction work and shall prepare such sketches /plans to the required scales and cost estimates as may be required for preliminary scrutiny by the GMDC and to discuss the same with the GMDC regarding design, costing and other relevant matters and to finalize the plan according to the GMDC's requirement.
5. Prepare drawings necessary for GMDC's/ statutory approvals and ensure compliance with codes, standards and legislation, as applicable and assist GMDC in obtaining the statutory approvals thereof if required
6. The Architects and Engineers shall plan for the Electrical Power installation based on ultimate load requirement and shall prepare detailed design and drawings for control Panels, transformers, Cable lay out Power Distribution system, lay outs of earthing connections and pits and lighting system to provide suitable illumination. The Architect shall also plan for water harvesting, landscaping, interiors and other requirements as per our instructions of GMDC. The consultants shall plan for electrical installations as per electricity rules & regulations.
7. The Architects shall prepare working drawings to the required scale for actual civil construction work, work out the quantities of various items of such work and shall prepare detailed item wise cost estimates based on latest R&B-SOR of respective District, CPWD, electrical SOR etc (In case of unit rate is not in SOR, detailed rate analysis should be submitted) required for the purpose of administrative approval and technical sanction and shall also discuss such drawings, estimates with the GMDC and shall carry out such modifications and amendments in the drawings, designs and estimates as may be suggested and approved by the GMDC.
8. The Architects shall after the administrative approval and technical sanction. of work approved by the GMDC, shall provide draft tenders and shall then prepare tender documents with detailed drawings and specifications for the item of works to get the tender documents finally approved by the GMDC and shall supply two sets of such documents to the GMDC as and when needed for inviting tenders.

The Architects, on receipt of the tenders by the GMDC from contractors shall provide assistance to prepare a technical scrutiny comparative statement and assist and advise the GMDC in selecting the contractor and shall assist the GMDC in preparation of a draft Agreement to be executed with the selected contractor provided that the right to accept and reject any tender shall solely be that of the GMDC.

9. The Consultant/Architects shall provide detailed design and various plans of the work for e.g. Architectural details, sections, elevations, RCC/Structural designs, electrical layout, water supply and drainage drawings and other details as may be necessary to the satisfaction of the GMDC and details for proper execution of works during construction, Approval of samples of various elements and components etc.
10. Verification and certification contractor's bills and monitoring the performance of the contractor with the help of site engineers' check measurements, verify works executed in relation to quantities, quality of work, verify and certify bills on tendered rates and recommended for payment to GMDC.
11. To advise client regarding extra (non tender) items of work if any, not provided in the contract with reasons, justifications and suggestion of rate to be paid. If total amount of extra items of works , exceeds beyond 10 % of tendered amount , then for that , Consultant should have to give justification for the same , otherwise payment of fees for work amount of non tendered items , to Consultant should not be considered , beyond the specified limit.
12. Consultant will advise the GMDC on the Time Schedule (Bar Chart/PERT/ CPM Network) prepared by the contractors for the completion of work, if required.
13. Consultant shall not make any deviations, alterations or omissions from the approved drawings, involving financial implications without prior consent of the GMDC.
14. On completion of work issuing of completion certificate mentioning work completed as per terms, conditions & specifications, amount payable etc. Required stability and other certificates related works are also to be submitted.
- 15. Regarding Site Visit:** Consultancy charges will include visit the work site at regular intervals of 15 days by Consultant /Architects, and they shall inform the GMDC about the progress of work in report form.
 - a. If visit required in connection with this assignment other than regular intervals as mentioned above, as the nature of work may demand, The Architect/Consultant along with Engineers shall be paid visit charges at the rate Rs. 12.00 per KM against travelling for site visit for shortest route. The lodging and boarding of Rs. 2500/- per day will be paid to the Architects on actual submission of tax invoice. .The cadre of the employee of architects for the same will be decided by the Engineer in Charge of GMDC. Prior approval of Engineer in Charge will be necessary for the site visit and origin point other than site visit will be decided by the Engineer-in Charge of GMDC.

If as mentioned above, Architects has not executed visit at regular intervals of 15 days & if visit required in connection with this assignment other than regular intervals, than in that case no visit charges will be considered.

- b. No charge shall be paid to Architect for visit to site for collecting data to prepare drawings.
 - c. No diem or any other charges or out of pocket expenses shall be paid for site visits or other visits in connection with this arrangement except as mentioned in clause .
16. The Architects shall, if necessary, prepare and furnish revised working drawings for the whole or a part of the work in case any major alternations in the original plans are made, during the period of construction.

The Architects shall furnish to the GMDC interim progress report and program of execution of the contract as may be called upon, to ensure commensurate progress in respect of the stipulated program of completion.

The Architects shall prepare & provide to the GMDC, Completion drawing in three copies as per actual work carried out within one month of issuance of the completion certificate. The completion drawing should indicate all modifications, if any carried out after technical sanction of work and during the execution of the work.

17. Further Scope of Work

This includes as below:

- i. Preparation of site plan, concept plan, architectural design & drawings, structural design & drawings with calculations, site development e.g., roads, boundary wall, parking, security services, rainwater harvesting & landscaping, plumbing, fire fighting system, waste management system, electrification, IT, HVAC, interior design, furniture, furnishing, fittings, and fixture, etc.
- ii. The quoted percentage fees shall be inclusive of the cost for the Survey and soil testing.
- iii. Preparation of tender documents with detailed Bill of Quantities and detailed specifications, etc. and invite the tender on an item rate basis.
- iv. Ensure that high-quality construction is achieved, and all works are executed in full compliance with the engineering design, technical specifications, and other stipulations of the contract documents and within the specified time.
- v. Pre- and post-construction approvals from local authorities and statutory bodies in Consultant's scope.
- vi. The detailed scope of work is as below:

Preparation of Conceptual Design

- 1. The consultant will be required to submit a report detailing the understanding and learning from the same.
- 2. Based on the learning from the study, as given above, the consultant shall prepare various options of concept design alternatives, to be presented to CLIENT for their feedback/approval.
- 3. The consultant should consider the ambient design language, sustainable choice of material,

significance of the project to develop the concept. Concepts like energy efficiency, barrier-free design, efficient wastemangement, etc. are desirable and should be suitably incorporated into the design.

4. The design brief of the project shall be detailed in close consultation/coordination with the CLIENT and other stakeholders.

Architectural and Design Services

The Broad Scope for the selected Consultant shall comprise of, including but not limited to the following:

- i. Architectural Services including all services and allied fields for various buildings: This shall include but not be limited to architectural design, construction and structural design, sanitary, plumbing, drainage, water supply and sewerage design, electrical, electronic, and communication systems design, heating, ventilation and air conditioning design (HVAC) and other mechanical systems, elevators, escalators, firefighting, besides allied fields such as landscape design including circulation and parking, interior design, graphic design, and signage, etc.
- ii. **Landscape Design:** including studying the topsoil, native species, water availability, potential species, green infrastructure planning for water management and harvesting, maintaining natural slopes and drainage patterns.
- iii. **Preparation and submission of preliminary and detailed Cost Estimates, Bill of Quantities, and Tender documents:** These shall conform to all rules/regulations/norms / Guidelines (SOR, State or Central PWD, Model Building Regulation, etc) or as specified by the Authority. Reference shall be furnished in case of Market Rate for non-schedule items with detailed specifications etc. as per applicable rules/regulation/norms / Guidelines norms or as specified by the employer.

Civil & Structural Engineering Services

- i. The Consultant shall perform all the Civil & Structural design work necessary by utilizing the most economical, effective, and widely accepted engineering concepts and shall at all times show a high degree of professionalism in his work.
- ii. The Consultant shall undertake all additional surveys or tests beyond those conducted or as a normal course of the contractors' duties, that may be required to be conducted for the exercise of due diligence in the fulfillment of the scope of services as defined in this RFP.
- iii. The Consultant shall be responsible for getting the detailed structural analysis and designs of select buildings/structures, vetted by structural engineers from reputed National/State Institutes as decided by the Authority.

Design & Detailing of Building Services

1. Plumbing, Drainage, Sewerage and Solid Waste Management Systems

- i. Preparation of Design / Drawing for providing
- ii. Water supply, water collection, water harvesting, water reuse
- iii. Sewerage segregation, transportation, Solid waste collection, segregation, transportation, storage(if any)
- iv. These shall be prepared as per the intentions of CLIENT's requirement; and

submitting the same to CLIENT for review and approval.

- v. On approval of the above, the design details and detailed construction drawings shall be prepared and submitted for final review.
- vi. After incorporation of all comments as received from CLIENTs after final review, the design details and detailed construction drawings shall be submitted for final approval.
- vii. Detailed plumbing, drainage, sewerage, and solid waste management systems design shall be as per the latest revisions of relevant IS code provisions and other applicable standards including the local statutory authorities' requirements

2. Electrical System

- i. Scope includes preparation of design for all high voltage and low voltage electrical systems as per the intentions of plan and CLIENT's requirement including renewable energy sources planning, optimization, and implementation if required. This includes providing internal and external (building level) electrification system with necessary electrical rooms, cabling, power supply network including sub-station (building- specific), external (building level) lighting, alternate electrical energy systems, telephone, computer cable, LAN, TV, and all other systems. Detailed DBRs shall be submitted to the CLIENT for review and approval.
- ii. On approval of the above, the design details and detailed construction drawings shall be prepared and submitted for final review. After incorporation of all comments as received from CLIENT after final review, the design details and detailed construction drawings shall be submitted for final approval.
- iii. Detailed high voltage and low voltage electrical systems designs shall be as per the latest revisions of relevant IS code provisions and other applicable standards including the local statutory authorities' requirements.

3. Fire Fighting System

- i. Scheme for firefighting system as per the CLIENT's requirement. Detailed DBRs and scheme shall be submitted to the CLIENT for review and approval.
- ii. On approval of the above, the design details and detailed construction drawings shall be prepared and submitted for final review.
- iii. After incorporation of all comments as received from CLIENT after final review, the design details and detailed construction drawings shall be submitted for final approval.
- iv. Detailed firefighting system design shall be as per the latest revisions of relevant IS code provisions and other applicable standards including the local statutory authorities' requirements.

4. HVAC and Other Mechanical Works

- i. The scheme for the same shall be as per the CLIENT's requirement including active and passive climate control systems. Detailed design and scheme shall be submitted to CLIENT for review and approval.
- ii. On approval of the above, the design details and detailed construction drawings shall be prepared and submitted for final review.
- iii. After incorporation of all comments as received from CLIENT after final review,

the design details and detailed construction drawings shall be submitted for final approval.

- iv. Detailed HVAC and other mechanical systems designs shall be as per the latest revisions of relevant IS code provisions and other applicable standards including the local statutory authorities' requirements.

5. Landscape Architecture

The Consultant is required to provide services in respect of the following

- i. Site appraisal and suitability
- ii. Site planning
- iii. Landform and grading
- iv. Surface drainage design and water management, Irrigation design.
- v. Open space design - hard and soft areas including plot level roads and pathways, plain or geometric
- vi. Planting design
- vii. Landscape structures and features
- viii. Street and garden furniture design
- ix. Illumination design
- x. The site and building-level graphic design and signage
- xi. Co-ordination of external services
- xii. Schemes including detailed analysis and design for each of the above services shall be prepared as per the CLIENT's requirement. Detailed design (wherever applicable or sought) shall be submitted to CLIENT for review and approval.
- xiii. On approval of the above, design details and detailed construction drawings shall be prepared and submitted for final review.
- xiv. After incorporation of all comments as received from CLIENT after final review, the design details and detailed construction drawings shall be submitted for final approval.
- xv. Detailed schemes and designs shall be as per the latest revisions of relevant IS code provisions and other applicable standards including the local statutory authorities' requirements

6. Interior Design

7. Interior Design

- i. The Consultant is required to provide services for the following:
 - i. Interior design - space planning/development and volumetric study
 - ii. Design of fixed items of work and interior related civil works
 - iii. Illumination design
 - iv. Sound and acoustic design
 - v. Graphic design and signage
 - vi. Selection of furniture, materials, equipment, other interior related elements

- vii. Integration of all building engineering services
- ii. Schemes including detailed analysis and design for each of the above services shall be prepared as per the CLIENT’s requirement. Detailed design (wherever applicable or sought) and schemes shall be submitted to CLIENT for review and approval.
- iii. On approval of the above, the design details and detailed construction drawings shall be prepared and submitted for final review. After incorporation of all comments as received from CLIENT after final review, the design details and detailed construction drawings shall be submitted for final approval.
- iv. Detailed designs shall be as per the latest revisions of relevant IS code provisions and other applicable standards including the local statutory authorities’ requirements.

8. Clearances

- i. The consultant shall take all approvals and mandatory clearances for commencing the construction works including Fire Fighting, Water Supply, Drainage, Sewage, Environment etc. from the Competent Authorities. After the completion of works, Consultant shall have to obtain Completion Certificate from Competent Authority and fire clearance from Chief Fire Officer for the whole project.
- ii. Obtain clearance certificates from the proof checking agencies and / or PMC or their assigned agency, if any, appointed by the client.
- iii. The consultant shall provide to the Authority sufficient drawings and documents, if required, to assist in obtaining Environmental Clearances (EC), Consent to Establish and all.

9. General Scope

- i. The consultant shall submit all reports, drawings, 3D visual renderings, presentations, and other documents in fulfillment of the scope of services. The same shall be in soft copies and **3 six** sets of printed copies, in the formats and scale as directed from time to time by the Authority or its authorized representative. One set of models and a soft copy of the walkthrough shall also be submitted when required. All documents, drawings, reports, and any other documents submitted in fulfillment of the scope of services shall be prepared strictly as per statutory provisions and guidelines issued by the Central / State Government / local authorities, and also following the best international practices and codes as applicable to such development.
- ii. The Consultant shall provide, without question or fail, all information within the purview of the scope of services as sought by all committees and other agencies appointed by the Authority for the purpose. Support and assistance, if any, to the extent required by such committees and other agencies, shall also be provided by the Consultant as and when desired by the Authority.
- iii. The Consultant shall provide, without question or fail, all information, drawings, details, and all requisite support to the Authority and the Project Management Consultant (PMC) and other consultants/advisors/individuals engaged or to be engaged by the Authority from time to time.
- iv. The Consultant shall without question or fail, provide knowledge transfer and handover of all aspects of the scope of services to the Authority and/or implementing and management agencies appointed by the Authority, as and when required.
- v. The Consultant shall be required to aid and advise in matters relating to all aspects covered under the scope of services, as and when required.

- vi. The Consultant shall provide a complete Project Management Plan in the desired format, for all the project components and milestones identified for the fulfillment of their respective scope of services.
 - vii. The Consultant shall maintain organizational / governance structure to the satisfaction of the Authority to ensure effective rendering of the scope of services.
 - viii. The Consultant shall be required to participate in all meetings as and when sought by the Authority. During work stages as listed in the scope of services, the Authority expects to hold periodic meetings (at least every two weeks) at the Office of CLIENT / Site or any other place as decided by the Authority for the Consultant to demonstrate the work progress and take inputs from the Authority.
 - ix. The Consultant shall nominate a senior representative from its organization who will be allowed to deal/interact with the authority, PMC, and other designated committees/groups, etc. the status/designation/qualifications of such representative(s) of the consultant shall be the matter of discretion of the Authority; and the decision of the authority in this regard shall be final and binding on the consultant.
 - x. The Consultant shall be required to work in close coordination, provide the requisite information, and be available for meetings with the PMC, and all other persons/organizations associated with the development of the project, in all such matters as directed by the Authority.
 - xi. The Consultant shall
 - i. Undertake that the decision of the Authority shall be final in all matters relating to the interpretation of architectural design and related architectural details, and the Consultant shall be bound to execute such decisions to the satisfaction of the Authority.
 - ii. Undertake that the Authority, at its sole discretion and without assigning any reasons whatsoever, reserves the right to appoint any individual and/or organization as it may deem fit to render the whole or part of services covered in this RFP in the interest of timely and qualitative completion of Project.
 - iii. Undertake that the scope of the Consultant shall include but not be limited to consultation with stakeholders; preparation and submission of all reports, drawings, and all other documents as may be required; and incorporating necessary changes or making modifications in the designs based on inputs received from the concerned regulatory authorities or the Authority, including requisite audit one year after completion.
 - iv. Undertake that all Intellectual Property Rights of the schemes and proposals submitted in fulfillment of the scope of services shall rest with CLIENT and no claim whatsoever shall be admissible on the Authority in respect of any proprietary rights or copyrights of the same on the part of the Consultant. The Consultant shall indemnify CLIENT from any claims including but not limited to third party claims related to violation of any copyright or Intellectual Property Rights. However, the Consultant shall reserve their right to be acknowledged as the author of the schemes and proposals.
- Note: The consultant shall provide Consultancy Services as broadly described above. However, it should be clearly understood that the description of services is only indicative, and the Consultant shall be required to perform any other services which may be required whether or not expressly mentioned for the completion of the entire project to the satisfaction of CLIENT.

10. Stages of Work and Deliverables

1. Concept Design Stage:

- i. Ascertain the detailed requirements, site constraints, and potential; and prepare Architectural program brief for CLIENT’s approval.
- ii. Prepare conceptual general arrangement drawings and alternate conceptual designs
- iii. As per inputs from the client, modify the design alternatives
- iv. Prepare rough estimate of project cost

2. Final Design Stage:

- i. Prepare and submit designs for final approvals
- ii. Prepare and submit Design for various components
- iii. Prepare preliminary cost estimates (based on Plinth Area Rates)

3. Statutory approvals Stage:

- i. Prepare and submit reports/drawings/submissions necessary for statutory approvals and ensure compliance with codes, standards, and legislation, as applicable.
- ii. Obtaining all statutory approvals from all the local authorities suitably (before/after preparation)
- iii. Incorporating necessary changes or making modifications in the designs based on inputs received from the statutory authorities.
- iv. Obtain clearance certificates from the proof checking agencies and/or PMC or their assigned agency, if any, appointed by the client.

4. Detailed Drawings and Documents for Tender Stage:

- i. Prepare detailed drawings, specifications, and schedule of quantities sufficient to prepare a detailed estimate of cost and tender documents including code of practice covering aspects like mode of measurement, mode of payment, quality control procedures on materials and works, and other conditions of contract.
- ii. Prepare all draft detailed estimates of cost (based on item rates)
- iii. Prepare all draft tender documents as per approved guidelines in consultation with the Authority/executing agency
- iv. Assist the Authority / executing agency to invite, receive and analyze tenders, be present to clarify issues in the pre-bid meetings, etc., to the extent desired by the Authority / executing agency.
- v. Advise the Authority / executing agency on prequalification of agencies, and award of work to contractors, to the extent desired by the Authority / executing agency.
- vi. Assist the Authority /executing agency in preparing and finalizing the schedule of work along with the Contractor, to the extent desired by the Authority/executing agency.

5. Good for Construction drawings Stage:

- i. Prepare and submit complete sets of Good for Construction drawings with all details and specifications for each building/construction item as per work schedule for approval of CLIENT.
- ii. Issue complete set of final Good for Construction drawings for each building/item

at least a month before the actual construction schedule.

- iii. Make revisions if any in the final Good for Construction drawings as per CLIENT's instructions.

6. Execution Stage:

- i. Make revisions and issue drawings for the proper execution of works during construction.
- ii. Assist the authority / executing agency to approve samples of various materials, items, and components.
- iii. Check and approve shop drawings submitted by the contractor/vendors.
- iv. Provide Periodic Supervision by a competent Architect / Engineer for project supervision/quality control.
- v. Attend periodic site meetings and work progress review meetings as requested by CLIENT
- vi. Visit the site of work, at intervals, to inspect and evaluate the construction works
- vii. Assist the authority / PMC / executing agency in the issue of Certificate of Completion of works, whenever required by the Authority / executing agency.

7. Post execution Stage:

- i. Prepare and submit completion reports and drawings for the project as required and obtain "Completion / Occupancy Certificate" from statutory authorities, wherever required by the Authority / executing agency
- ii. Issue sufficient soft copies of drawings and documents to facilitate contractor(s) and executing agency to furnish as-built drawings of the entire project to the Authority.

11. Scope of PMC - Engineers deputed at Site: -

For day-to-day supervision of the works being executed at the site shall be done by Consultant/ Architect and you will have to depute One Sr. Engineer & Site engineer, who shall have minimum qualifications of as mentioned below. Before deputing the Sr. Engg., Site engg., Consultant/ Architect have to submit his Bio-Data with copy of graduate certificate, experience certificate etc. Expenses like conveyance, facilities viz: mobile communications, lodging., boarding, transmittals and also includes other expenditures like setting of office, office set up, computers with e mail facilities, other accessories, printer, internet, stationary, furniture etc insurances of deployed manpower/engineers, provident fund liabilities, includes conveyances for meetings.etc are in Consultant/ Architect scope.

The Sr. Engineer & site Engineer Will entitled for 12 days holidays per year in addition to weekly off. In absence of Sr. Engineer & Site Engineer, consultant has to depute another Sr. Engineer & Site Engineer, otherwise Rs.4000/- per day & Rs. 2500/- per day respectively will be deducted. The concerned Sr. Engineer & Site Engineer nominated for the purpose shall take technical instruction from Architect/Consulting Engineers from time to time, and have to perform as per following:

- o Monitoring, supervision, implementation, co-ordination and execution of work

- Conformity with quality, good workmanship, line, levels etc.
- Co-ordinate with particulars agencies to ensure all the works progress in a systematic, synchronized and time bound manner.
- Conduct regular site meeting to sort-out the bottlenecks holding the progress.
- Interact regularly with Client on all matters related to execution including submission of monthly progress report, cost status etc.
- Verify & certifications contractor's site measurements, bills and issue appropriate payment certificate and recording Measurements and maintenance of all record / documents.
- Organize and witness the testing along with various test reports of contractor and commissioning of services and systems.
- Prepare cash flow charts and update budget estimate as per actual execution and keep client informed on all the changes prior to implementation & execution of works if any.
- Monitor the variations and deviations from the original designs, concept and work order and keep the client informed including obtaining prior approvals from the client whenever required.
- Any other work so as to execute the project as per Schedule.
- Review QC & QA formats submitted by contractor in order to maintain quality construction.
- Recommendation for closer of work if require.
- You shall have to monitor time to time to carry out the testing of all required concrete materials along with other construction materials, concrete cubes, reinforcement steels, structural steel, wood in co-ordination with contractor in Govt. approved Testing Laboratory. Preparing and producing monthly progress of quality report, for correspondence with the client, and its compliances etc.
- Assist client in settlement of any extra/excess items if any.
- Engineer will be available at site for normal working hours and as per prior approved schedule for critical work like concreting, lay outing, steel work etc.
- The deputed Sr. Engg. & Site Engineer should not be change without prior approval of GMDC.
- Approval of FQP.

Further following activities and related actions are also to be considered.

- 1.0 The PMC is required to appoint required engineers and to provide services in respect of monitoring, supervision, implementation, co-ordination and execution of work as being correctly interpreted contractor for the following activities. :
 - 1.1 Interpretation of drawings for civil structural works & architectural finishes.
 - 1.2 Interpretation of external development and landscaping.
 - 1.3 Low voltage works, Electrical & Electronics Installation work and related systems.
 - 1.4 Air conditioning and Ventilation (HVAC) and its related works.
 - 1.5 Fire Alarm System.
 - 1.6 Telecommunication, Computers, Information including IT enabled services and other such System.
 - 1.7 Water Supply, Drainage, Fire Fighting and other utilities.
 - 1.8 Building automation system.
 - 1.9 Security & Safety System.

- 2.0 THE SERVICES TO BE RENDERED BY THE PMC ARE AS UNDER. :
- 2.1 Execution of integrated time schedule for the project.
- 2.1.1 Preparation of integrated time schedule for the project.
- 2.1.2 Get correct site plan to suitable scale showing boundaries, contours at suitable intervals, existing physical features including any existing roads, paths, Tress, existing structures, existing services and utility lines and such lines to which the proposed service can be connected through expert agency.
- 2.1.3 Arrange report on soil conditions and soil test as required by the Architect through expert agency.
- 2.1.4 Any other work so as to commence the project.
- 2.1.5 All other work as mentioned in Bid document.
- 2.2 EXECUTION / IMPLEMENTATION OF WORKS
- 2.2.1 Assist CLIENT in inquires invitation, analysis, negotiations and selection of agencies.
- 2.2.2 Supervision / monitor works for conformity with quality, good workmanship, line, levels etc. and provide total superintendence for works.
- 2.2.3 Co-ordinate with particulars agencies to ensure all the works progress in a systematic, synchronized and time bound manner.
- 2.2.4 Conduct regular site meeting to sort-out the bottlenecks holding the progress.
- 2.2.5 Interact regularly with Client on all matters related to execution including submission of monthly progress report, cost status etc.
- 2.2.6 Verify contractor's site measurements, bills and issue appropriate payment certificate and recording MB (Measurement Book) if required and maintenance of all record / documents.
- 2.2.7 Organize and witness the testing along with various test reports of contractor and commissioning of services and systems.
- 2.2.8 Prepare cash flow charts and update budget estimate as per actual execution and keep client informed on all the changes prior to implementation & execution of works if any.
- 2.2.9 On requirement you have to provide Field quality Plan for the work as well Standard Operating Plan for the works and sub works.
- 2.2.10 Monitor the variations and deviations from the original designs, concept and work order and keep the client informed including obtaining prior approvals from the client whenever required.
- 2.2.11 Any other work so as to execute the project as per Schedule.
- 2.2.12 All other work as mentioned in Bid document.
- 2.2.13 Certification of Measurement Sheet, Certification of Invoices raised by Contractor
- 2.2.14 Review QC & QA formats submitted by contractor in order to maintain quality construction.
- 2.2.15 Recommendation for closer of work.
- 2.2.16 General timing for the each working day shall be 12 hours which also include the travelling hours with in the deployed zone.
- 2.2.17 Public holidays shall be entertained and approved by OWNER from time to time. However, consultant shall ensure that operations are not affected.
- 2.2.18 The man – day rate for deploying engineers/heads includes expenses like conveyance, facilities viz: mobile communications, lodging., boarding, transmittals and also includes other expenditures like setting of office, office set up, fax, Xerox, computers with accessories, printer, internet, stationary, furniture etc insurances of deployed

manpower/engineers, provident fund liabilities, includes conveyances for meetings at GMDC – A'bad, at G'nagar etc for satisfactory execution of work.

2.2.19 Architects along with PMC consultants shall have to monitor time to time to carry out the testing of all required concrete materials along with other construction materials, concrete cubes, reinforcement steels, structural steel, wood in co-ordination with contractor in Govt. approved Testing Laboratory. The PMC shall have to preparing and producing monthly progress of quality report, for correspondence with the client, and its compliances etc.

2.2.20 Architects along with PMC will be responsible for deployment, withdrawal of staff/additional staff for efficient and complete supervision of works. The scope of work of PMC are precisely mentioned that PMC is to provide services in respect of monitoring, supervision, implementation, execution of work as being correctly interpreted the design of architect by the contractor during execution for the civil conservation and restoration work and activities.

2.3 POST EXECUTION STAGE

2.3.1 Obtain integrated as built up drawing from Architect, incorporation the details of various works actually execute.

2.3.2 Obtain guarantee certificate, maintenance manuals from specialist agencies and complete term in an easily understandable for future reference.

2.3.3 Assist client to appoint suitable agencies for operation, maintenance and housekeeping.

2.3.4 Assist client in settlement of agencies accounts.

2.3.5 Assist client in settlement of any extra/excess items if any.

2.3.6 Recommendation for payment of final bill.

2.3.7 Handing over all documents / paper to client.

2.3.8 Any other work so as to complete the project for inauguration.

2.3.9 All other work as mentioned in Bid document.

2.3.10 Consultant is required to maintain proper records through contractor at site of work in addition to normal routine requirement of own office. The records to be maintained shall include but not limited to the following:

- (a) Daily Progress Record.
- (b) Work Site Order Book.
- (c) Instruction by GMDC's Officers. /Architect/PMC/Consultant
- (d) Test Registers of other materials/fittings, fixtures, equipment as stipulated in the tender.
- (e) Register for Working Details.
- (f) Log Book of Defects.
- (g) Hindrance Register giving details of commencement and removal of each hindrance.
- (h) Supply and consumption registers of all materials shall be maintained.
- (i) Day to day Record of used/received materials shall be entered in the register and signed by the Site Engineer of the GMDC as well as contractors' representative at site.
- (j) Measurement Book , if required .

2.3.11 If any work not mentioned in the scope of work in contract and if it is essential to execute the work by Project Management Consultant than PMC must inform in

writing to Architect/ Client immediately

3.0 ENROLLMENT AND OTHER INPUTS:

3.1 Basic Qualification and Experience of the Team for the PMC agency shall submit the details of the manpower in advance for approval which are to be proposed to be deployed at the site for Execution & Supervision, for Inspection and Certification of day to day site activities and day to day documentation as per requirements/tender. Maximum Age Limit - Not more than 50 yrs. Following manpower should perform their duties on each day.

1	Senior Civil Engineer (Site)– 1 No.	Graduate in Civil Engineer with mini. 8 to 10 years construction experience along with professional experience in construction & monitoring of Contract, Quality etc.
2	Civil Engineer (Site Engineer) – 1 No.	B.E. (Civil) with mini. 5 or more years of experience in construction Project.

For deputation of Engineer (Site)–1No for Electrical work or for other work having minimum 5 years of experience (As & when required), successful agency will be asked to depute the said manpower at least before one week. Accordingly bidder may quote.

4.0 The concerned engineers nominated for the purpose shall take technical instruction from Architect/Consulting Engineers from time to time, and have to perform as per following:

- 4.1 PMC has to see that all running bills of contractor to be submitted within Seven days with clear opinion on each item of the bill. If excess, extra or additional expenditure have to be incurred for extra, additional or excess items, a self-contained proposal signed by Architect & PMC to be submitted immediately with technical and financial justifications prior to execution.
- 4.2 PMC will be required to attend personally all meeting called either by Government or the Client.
- 4.3 The PMC shall be responsible for the implementation of the detailed design day to day inspection and evaluation of the work entrusted to Architect and Contractor.
- 4.4 This project is to be completed within a period of 12 months as per issued LOI to successful contractor.
- 4.5 Engineer will be available at site for normal working hours and as per prior approved schedule for critical work like concreting, lay outing, steel work etc.
- 4.6 Engineer will keep one holiday per week probably on Sunday but can be alter as per the site requirements.
- 4.7 Additional expenditure if any required for the project due to some urgent work, same shall be considered with due justification.
- 4.8 If works are stopped more than months than a notice will be issued by the client for demobilization of manpower and deployment of technical persons within 15 days notice on either side.

- 4.9 The daily presence of the engineers will require to be certified by GMDC or authorized persons. Based on this monthly payment will be released.
- 5.0 **CLEARANCE OF BILLS:**
The GMDC will clear all the bills of Architects/PMC within 30 working days from the date of receipt of the bills after due verification.
- 6.0 **COMMISSION AND THE PROJECT:**
In case of the discontinuation of the project, payment would be made to PMC according to services rendered.
- 7.0 **COMPLETION OF WORK AND DELAY:**
The time is essence for completion of construction of proposed work for which the PMC is proposed. As such, in case of delay in completion of the construction due to reasons attributable to PMC, GMDC may decide to forfeit Security deposit / the payment of/to PMC or part thereof. GMDC may, for appropriate reasons, waive this clause in part or full and may not forfeit final dues to PMC.
12. The remuneration of Architects for performance of their part of the contract and for the services rendered by them as Architects and engineers as enumerated shall be in %age of the total cost of construction including all taxes, levies except GST as applicable as mentioned in price bid of tender and such other services as may be required to complete the civil construction work entrusted to the Architects under this contract and that such fees shall be paid in the following manner.

Stages	Particulars	Details
I	On submission of soil investigation & survey report.	2 %
II	On Submission of concept layout plan design, & Estimate	10%
III	After administrative approval and technical sanction to the plans and estimates.	18% of quoted % age of the total Estimated cost.
IV	On submission of Tender documents , tender drawings , and BOQ of tender	20% of quoted % age of the total Estimated cost
V	On issue of work order to the contractor to start the work and supply of working drawing to the GMDC as well as the contractor	10% of quoted % age of the accepted tender value.
VI	During construction period on the basis of bills certified by the client and paid to contractor	30% of quoted % age of the certified bill amount.

VII	On expiry of three months after issue of completion certificate and submission of completion drawings and building use permission granted by the competent Authority, if required	Final 10% of the actual cost of construction subject of adjustment of earlier stage wise payments made.
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In event, if the administrative approval and technical sanction to the plans & estimates submitted by the Architects and -Engineers are not accorded by GMDC for any reason whatsoever; then % age as per tender of the second stage as mentioned in above table will be paid as full and final settlement.

Similarly for all other stages mentioned in above table except stage No. I & II , the payment shall be made based on quantum merit for any reasons not attributed to the architects and engineers as full and final settlement. However, the amount paid shall be adjusted in future against professional charges, if the said work will be executed within three years from the date of full and final settlement and architect is required to complete the work at agreed fees without any condition.

CLIENT reserve the right to change or modify payment terms at any stage of execution of work even after the formal agreement, in interest of the GMDC.

The Authority shall endeavor to give feedback if any on each submittal within 15 days of the submission, after which the Consultant shall re-submit the revised reports and maps. Payments shall be released stage-wise upon successful acceptance of the submittals at each stage by the Authority

Payment will be released after deduction of Income Tax and other deduction as per prevailing rules of Government and other recoveries s if any.

The Architect and Engineer shall put up the bill to GMDC within 30 days only after completion of the stages as mentioned in tender document.

All the invoices of payment shall be supported by necessary documents for the certification of Officer in Charge. The GMDC shall pay to the Architect / Engineers all the payments and other costs within thirty (30) days of the amount payable for the services after certification of Engineer in Charge.

13. The Schedule of stage wise completion of work is mentioned below:-

Sr. No.	Nature of work / particulars	Proposed Schedule of completion
1	On submission of security deposit, submission of preliminary survey & soil investigation report.	Within 15 days form issue of LOI

2	Submission of plans & estimate for technical sanction	Within 30 days on completion of survey/soil investigation
3	Submission of tender documents with detail item specifications, plans etc for invitation of tender	Within 10 days on technical sanction
4	Online tender process and appointment of contractor	Within 45 days after tender submission
5	Submission of detailed working drawing good for construction	Within 15 days after appointment of contractor

For any delays, attributable to the Architects and Engineers, beyond the schedule date for stage wise completion of work as mentioned above, GMDC shall recover as liquidated damages, and an amount worked out at the rate of 0.5% per day of delay or part thereof, of the fees for the respective stages as mentioned above under respective clause .

14. Architect and Engineers is also required to certify the Contractor's bill within 15 working days from the date of receipt for RA bill and 30 working days for Final Bill, otherwise an amount of Rs.1000/-per day in both the cases ,shall be deducted from the bill of Architect .
15. If the Architects and engineers fail to adhere to the specific time limits which may be informed to them and/or during the discussions with the GMDC for their services and also fail to carry out their duties under this contract to the entire satisfaction of the GMDC, the GMDC may forthwith terminate this contract and in case of such termination, the Architects, will not be entitled to any fees for the part of the job done or services rendered by them or for the cost incurred. GMDC may forfeit SD Or encash the BG. Injurious effects due to delay in supplying the drawings, estimates or such other relevant records and the loss or damage which the GMDC may have to suffer directly or indirectly and that decision for such loss or damage shall be decided by GMDC.

GMDC reserves right to change the Architect and/or to add any work or to drop any work or to increase or to amend or modify the work partly / wholly at its sole discretion without assigning any reason thereof.

16. The Architects will be responsible for soundness of the construction in respect of correctness of structural designs. In case, any damage occurs or is likely to occur due to defective designs, the GMDC will be entitled to recover the same from the Architects including through recovery from the fees payable to the Architects. The recovery amount will be solely decided by GMDC. The Architects will also be responsible jointly with the contractor for workmanship and use of quality materials in the work and for any damages, resulting or likely to result due to any deficiencies in this regard on account of failure of proper supervision and

services expected from the Architect under the assignment. The Architect and consultants will be responsible for any ambiguity in the specifications/description of the items for which client suffers financial losses

17. The Architects shall not assign or sublet this contract or transfer their responsibility and services under this Agreement to any other agency or party without the written consent of the GMDC.
18. For any services which are not incidental to and are not specifically included in the services to be rendered under this contract actual than expenses will be paid at the finalized rates, same terms, conditions & Tor or estimated expenses will be paid by the GMDC as may be mutually agreed upon according to the labour involved and normal practice for estimating such expenses.

19. Handling of Documents

- All documents prepared by the Architects in connection with the services to be provided by the Architects shall be the property of the GMDC. As and when required or upon termination of the work, the aforesaid documents prepared specifically for this Assignment (including originals) shall be handed over to the GMDC before final acceptance or thereafter.
- The Architects shall take all necessary steps to ensure confidential handling of all matters pertaining to any information developed or acquired by him from GMDC under terms of the work or in performance thereof.
- The Architects shall not prepare articles or photographs for publication or speeches about the work and/or plant, works and installation in which GMDC has an interest without prior written consent of GMDC.
- The Architects shall take necessary steps to ensure that all persons employed on any work in connection with this assignment have noticed that the Indian Official Secrets Acts, 1923 (XIX of 1923) applies to them and shall continue to apply even after the execution of such work(s) under the work.

20. Consultant shall exercise all reasonable skill, care and diligence in the discharge of his duties and shall exercise such general superintendence and inspection as may be necessary to ensure that works are being executed in accordance with the Conditions, ToR of Contract, specifications and as per standards.

21. GMDC'S ROLE AND RESPONSIBILITIES:

The GMDC shall discharge all his obligations connected with the project and engagement of the consultant as follows:

1. Land plan for proposed project.
2. To provide available detailed requirements of the project.

3. To provide available site plan, showing boundaries, if required available survey details, contours, existing physical features including any existing roads, paths, trees, existing structures, existing service and utility lines and such lines to which the proposed service can be connected. However all such surveys like contours, soil investigations etc are in scope of bidder.
4. To furnish available reports of the area/project.
5. To furnish specific conditions/ statutory stipulations/ Codes of Practice/Schedule of rates, etc., desired to be followed.
6. To pay all the fees, levies, security deposits and expenses in respect of statutory sanction.
7. To give effect to the professional advice of the consultant and cause no changes in the drawings and documents without the consent.
8. To honour of consultant’s bills as early as possible on its submission.
9. To instruct specific instructions in reference to works as per the consultant advice.
10. Any professional services to be rendered by the consultant at the instance of the GMDC after the agreed project completion period shall be compensated for on mutually agreed terms or at the same rates, terms, condition & ToR.

Technical Submission Checklist

Bids must be accompanied by the following documents:

Sr.No.	Enclosures to the Technical Bid	Status (Submitted / Not Submitted)	Page Number
Envelope 1			
1.	Bid Processing Fee & Earnest Money Deposit		
Envelope 2			
1.	Technical Proposal Submission Form & General information (As per Form 1)		
2.	Audited Balance Sheet, Profit, and Loss Statements and Annual Reports (As per Form 2)		
3.	Format for Letter of Undertaking (As per Form 3)		
4.	A copy of the Registration / Incorporation Certificate of Bidder		
5.	A copy of PAN of Firm		
6.	A copy of Tax Registrations/ Income Tax Return Statement of Bidder		
7.	Experience details of the Bidder (As per Form 4)		
8.	Experience details for Green Building Project of the Bidder (As per Form 5)		
9.	Team Profile and CV		
10.	Color printed copy of the Technical Presentation		

Form 1: Technical Proposal Submission Form

(On the letterhead of the firm)

To,

Gujarat Mineral Development Corporation Limited,[A
Government of Gujarat Enterprise]
'KhanijBhavan, Nr. University Ground, 132 Ft. Ring
Road,Vastrapur
Ahmedabad 380 052

Sub: **Submission of proposal for Selection of Consultant for “Preparation of Master Plan and Comprehensive Architectural Design of Permanent Campus of GUJARAT MINERAL DEVELOPMENT CORPORATION LTD (Phase wise work) at Panandhro, Lakhpat Taluka , Kutch District , Gujarat.**

Sir,

We, the undersigned, offer to provide the consulting services for the captioned project per your Request for Proposal dated _____, and our Proposal. We are hereby submitting our Proposal which includes this Technical Proposal sealed under an envelope.

1. This Bid and the LoA issued by the Authority in place of its acceptance shall form part of the Agreement to be signed between the Preferred Bidder (the *Consultant”) and the Authority. If a Bidder is nominated as Preferred Bidder, we understand that it is based on the technical, financial & organizational capabilities and experience of the Bidder taken together. We understand that the basis for our qualification will be the complete Bid documents submitted along with this letter and that any circumstance affecting our continued eligibility as per RFP or any circumstance which would lead or have led to our disqualification, shall result in our disqualification under this Bidding process.
2. We undertake, if our Bid is accepted, to complete the project within the stipulated time.
3. We agree to abide by this Bid for a period of 180 (one hundred and eighty) days from the Bid Due Date fixed for receiving the same and it shall remain binding upon us and may be accepted at any time before the expiry of that period.
4. In the event of our Bid being accepted, we agree to enter into a formal agreement with the Authority, incorporating the conditions of the Bid including the addendum, if issued.
5. We agree that if we fail to fulfill any of the conditions mentioned in RFP (or any subsequent modification/addendum/corrigendum), Authority has the right to forfeit the Bid Security being furnished by us along with this Bid.
6. Notwithstanding any qualifications of conditions, whether implied or otherwise, contained in our Proposal we hereby represent and confirm that our Proposal is unqualified and unconditional in all respects.
7. We understand that Authority is not bound to accept any or all bids it may receive.
8. We declare that we have disclosed all material information, facts, and circumstances, which would be relevant to and have a bearing on the evaluation of our Bid and selection as a consultant.



9. We do also certify that all the statements made and/or any information provided in our proposal are true and correct and complete in all aspects.
10. We declare that if Authority discovers anything contrary to our above declarations, it is empowered to forthwith disqualify us and our Bid from further participation in the bid evaluation process and forfeit our Bid Security.
11. If negotiations are held during the period of validity of the Proposal, we undertake to negotiate based on the proposed staff. Our Proposal is binding upon us and subject to the modifications resulting from negotiations.
12. We understand you are not bound to accept any Proposal you receive.

Signature of the Authorized Signatory

Name of the Authorized Signatory

Form2: Financial Summary of the Bidder

Financial Analysis

The Minimum Annual Turnover for the Bidder from Consultancy Services in any of one year during last five (5) years (2017-18, 2018-19, 2019-20 , 2020-21, 2021-22) should be INR 1.25crore (Rupees One Crore Twenty five Lakh only).

S.No	FinancialYear	AnnualTurnover
1.	2021-22	
2.	2020-21	
3.	2019-20	
4.	2018-19	
5.	2017-18	

Note: Bidders are required to provide data for the five years ending 31stMarch2022. CA/Audited Balance Sheets are also required to be submitted for the same.

Signature of Chartered Accountant with seal

Signature of Applicant(s)

Form 3: Format for Letter of Undertaking

(Same should be furnished by the bidder on their letterhead)

Date:

To,

Gujarat Mineral Development Corporation Limited

[A Government of Gujarat Enterprise]

'KhanijBhavan, Nr. University Ground, 132 Ft. Ring Road

Vastrapur Ahmedabad 380 052

Sub: Submission of proposal for Selection of Consultant for "Preparation of Master Plan and Comprehensive Architectural Design of GUJARAT MINERAL DEVELOPMENT CORPORATION LTD (Phase wise work) at Panandhro, Lakhpat Taluka , Kutch District , Gujarat.

Sir,

Concerning this tender, I/We confirm the following:

1. Declaration for Not Blacklisted: I/We hereby confirm that our firm has not been banned or blacklisted by any government organization / Financial institution / Court / Public sector Unit / Central Government / State Government as on the Bid Due Date.
2. Indemnity Undertaking:
 - i. I / We on behalf of our firm, hereby agree and undertake that I / We have understood all the rules, regulations, guidelines, and procedures, and all staff Technical & Non- Technical working on behalf of our firm will abide by all the rules, regulations, guidelines, and procedures.
 - ii. I / We also declare that our firm will be responsible for any safety violations/accidents etc. in providing services as per the Agreement. CLIENT will not be responsible in case of any accident/incident and will not compensate financially or otherwise. I hereby declare that I am / we are sole responsible on behalf of the firm for giving such declaration.
3. Anti-Collusion Certificate: I / We hereby certify and confirm that in the preparation and submission of this Proposal, we have not acted in concert or collusion with any other Bidder or any other person(s) and also not done any act, deed, or thing which is or could be regarded as anti-competitive, restrictive, or monopolistic trade practice.

We further confirm that we have not offered nor will offer any illegal gratification in cash or kind to any person or agency in connection with this Proposal.

4. History of Litigation: I / We hereby provide details / Information on any history of litigation or arbitration resulting from contracts in the last five years or currently under execution/operation:

Dated this _____ Day of _____, 2023

Name of the Bidder

Signature of the Authorized Signatory

Name of the Authorized Signatory

Form 4: Details Of Similar Works Executed During Last 05 Years

Summary Projects Sheet

Sr. no's	Name of Work for which Experience The certificate has been submitted	Name of Clients	Project cost	Date of start	Date of Completion	Type of Work i.e. Residential or Non Residential	No. of Storey	Height of Building	Documentary Proof
1.									
2.									
3.									
4.									
5.									

Note: Add rows as required

Note: Each project profile has to be duly supported by documentary evidence for being considered for marking. Projects without evidence shall be rejected. Only eligible projects (as per terms & conditions as provided in RFP) shall be considered for marking.

Name of the Bidder

Signature of the Authorized Signatory

Form 5: Details Of Green Building Works Executed During Last 10 Years

Summary Projects Sheet

Sr. no's	Name of Work for which Experience The certificate has been submitted	Name of Clients	Project cost	Date of start	Date of Completion	Type of Work i.e. Residential or Non Residential	Documentary Proof	Mention star rating / certificate details
1.								
2.								
3.								
4.								
5.								

Note: Add rows as required

Note: Each project profile has to be duly supported by documentary evidence for being considered for marking. Projects without evidence shall be rejected. Only eligible projects (as per terms & conditions as provided in RFP) shall be considered for marking.

Name of the Bidder

Signature of the Authorized Signatory



Form 6: Team Profile

Key Personnel

Sr. No.	Name of Employee	Designation	Qualification	No. of Years with the Company	Total Experience in years
1					
2					
3					
4					
5					

Note: Add rows as required

Name of the Bidder

Signature of the Authorized Signatory

On Bidder's Letter Head (to be submitted with Technical bid)

DECLARATION I

From:

Ref:

Date:

To
Managing Director
Gujarat Mineral Development Corporation Limited
[A Government Of Gujarat Enterprise]
'Khanij Bhavan,
Nr. University Ground, 132 Ft. Ring Road
Vastrapur
Ahmedabad 380 052

Sub: Declaration.

Ref: TENDER NO: 3LP/CONSULTANCY SERVICE /2023

Selection of Consultant for "Preparation of Master Plan and Comprehensive Architectural Design of Permanent Campus of GUJARAT MINERAL DEVELOPMENT CORPORATION LTD (Phase wise work) at Panandhro, Lakhpat Taluka, Kutch District , Gujarat

Dear Sir,

I / We have carefully gone through and clearly understood the tender notice tender terms and conditions and other part of tender to execute and satisfactorily complete the whole work strictly in accordance with the said Tender.

I/We hereby solemnly declare that none of Our Partners Jointly or Severally or Our Firm / Company / Associates company have not been Black Listed by the Central Government or any State Government or It's Undertaking.

I/We hereby further declare that, if the above Declaration is found untrue, G.M.D.C. Ltd., shall be entitled to take any action against us severally and or individually or our firm / Company, In this regard in any manner that may deemed fit by G.M.D.C.

Thanking You

Yours Faithfully

[Name and Signature & Stamp]

On Bidder's Letter Head(To be submitted with Technical bid)

DECLARATION II

FROM:

Date:

To,
Managing Director,
Gujarat Mineral Development Corporation Limited
[A Government of Gujarat Enterprise]
'Khanij Bhavan, Nr. University Ground, 132 Ft. Ring Road
Vastrapur, Ahmedabad 380 052.

Sub: TENDER NO: 3/LP/CONSULTANCY SERVICE/2023 - Selection of Consultant for "Preparation of Master Plan and Comprehensive Architectural Design of Permanent Campus of GUJARAT MINERAL DEVELOPMENT CORPORATION LTD (Phase wise work) at Panandhro, Lakhpat Taluka, Kutch District , Gujarat

Dear Sir,

I/we having carefully gone through and clearly understood the preface, Tender notice, Scope of work, details to be furnished along with technical bid, plans, specifications and conditions of contract for the above mentioned work, do hereby Tender to execute and complete the whole work strictly in accordance with the said plans and specifications and conditions of contract at the rates set out in the priced schedule

I/we agree to finish the whole work as per instructions within 18(Eighteen) months from expiry of fifteen days from the date of issue of Letter Of Intent or actual commencement of the work whichever is earlier.

I/We have deposited as EMD Rs. 1,00,000/- by D.D. along with the technical bid in your office which amount is not to bear any interest and my/our do hereby agree that this sum shall be liable to be forfeited by the corporation at its sole discretion, in the event of your accepting my /our Tender and my/our failing to execute the contract when called upon to do so.

It is understood by me /us that the lowest or any Tender will not necessarily be accepted and that no reason shall be given for such non acceptance

I/We agree to keep our offer valid for 120 days or for a further period as would be desired by the corporation, from the date of the opening of the Price bid. We agree to all the terms and conditions of the technical bid.

Thanking You,

Yours Faithfully,

[Name and Signature & Stamp]

SCHEDULE OF DEVIATIONS

(To be submitted with Technical bid on letterhead)

TENDER NO: 3/LP/CONSULTANCY SERVICE/ 2023

Bidders shall indicate / bring out all Commercial & Technical deviations, clause by, clause in this Schedule, but any commercial deviation will not be accepted by GMDC. If the Schedule is not submitted duly filled in, the bid will be considered as incomplete. (In case of 'NO DEVIATION' the Schedule be submitted mentioning 'NO DEVIATION'). If nothing is mentioned than it will be considered that bidders have "no deviation"

Commercial Deviations For:-

Sr. No.	Clause No.	Deviation	Justification
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Technical Deviations For:-

Sr No.	Clause No	Deviation	Justification
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The bidder hereby certify that there is no technical & commercial deviation from the purchaser's specification.

Name of firm: -----

Stamp & Signature of Bidder: -----

Name of Bidder: -----

Date: -----

Seal of the Company

Financial Bid

(To be submitted Online Only)

Tender No: 3/LP/CONSULTACY SERVICE /2023

Selection of Consultant for Preparation of Master Plan and providing Comprehensive Architectural Design consultancy services including Project Management consultancy, for construction of Township with infrastructures facilities for Lignite Project Panandhro at Village Panandhro, Tal. Lakhapat, Dist. Kutch, Gujarat State.(Phase wise)

Sr. no.	Description	Percentage of Total cost of Construction
1	<p>Financial offer</p> <p>Providing of comprehensive Architectural Design consultancy services including Project Management consultancy services for construction of Township campus in phase wise manner with infrastructures facilities and services as per scope of work mentioned in tender documents</p> <p>In form of Percentage of the total cost of construction including all taxes, cess, levies etc. applicable for such type of services but excluding GST.</p>	