

**GOVERNMENT OF INDIA**  
**CENTRAL PUBLIC WORKS DEPARTMENT**



**TENDER DOCUMENT**

**FOR TECHNICAL & FINANCIAL BID**

**Name of work:-Providing Comprehensive Consultancy for “Construction of Residential Complex for Reserve Bank of India on Bank’s land at Plot No. C-05, Village Nawagaon, Tehsil Arang, sector 26, Atal Nagar, Nava Raipur ( C.G.).”**

**SH: - Preparation of detailed Master plan, Concept and Detailed Architectural drawings, Coordinated drawings, for building, site development and services etc. including Structural detailing, Detailed Project Report, Tender documents, walk through and obtaining of necessary approvals from RBI, CPWD, Local body and others by fulfilling of all bylaws.**

**EXECUTIVE ENGINEER**  
**CENTRAL PUBLIC WORKS DEPARTMENT**  
**RAIPUR (C.G.)**

**TENDER DOCUMENT**

Name of work	:	<b>Providing Comprehensive Consultancy for “Construction of Residential Complex for Reserve Bank of India on Bank’s land at Plot No. C-05, Village Nawagaon, Tehsil Arang, sector 26, Atal Nagar, Nava Raipur ( C.G.)”</b> <b>SH: - Preparation of detailed Master plan, Concept and Detailed Architectural drawings, Coordinated drawings, for building, site development and services etc. including Structural detailing, Detailed Project Report, Tender documents, walk through and obtaining of necessary approvals from RBI, CPWD, Local body and others by fulfilling of all bylaws.</b>
Estimated Cost	:	Rs. <b>2,41,78,539/-</b> (inclusive of GST)
Earnest Money	:	Rs. <b>4,83,571/-</b>
Performance Guarantee	:	3% of Tendered value
Security Deposit	:	2.5% of Tendered value
Completion Period	:	(i) Two Month from the date of award for the submission of preliminary drawings with the approval from client department and local body for procedure of AA and ES. (ii) (Five) Months for final submission with planning & obtaining all local body approvals and Client RBI approval. (iii) In addition to above Architectural Consultancy will provide consultancy services during the entire period of construction of project and obtain occupancy certificate from Competent Authority and will submit to EE Raipur within a period of one month from completion of the building.
NIT No.	:	<b>05/CE/RPR/CPWD/2022-23</b>

LAST DATE FOR SUBMISSION OF BID DOCUMENT: **09/12/2022 Up to 3:00 PM**

Presentation & submission of conceptual scheme along with drawings etc. for technical presentation on **16/12/2022 at 11:30 AM.**

This bid document contains Page 1 to 147 (Including Cover Page).

## Index

S.No.	Details	Page No.
1.	Index	3
2.	Press Notice	4
<b>PART-I : ELIGIBILITY BID</b>		
3.	CHAPTER-1: Information To Bidders, Cpwd-6, Integrity Pact and Agreement	5-19
4.	CHAPTER-2: Conditions Of Contract	20-35
5.	CHAPTER 3: The Project Details as per RBI requirement, scope of consultancy .	36-64
6.	CHAPTER-4: General Brief of Terms Of Reference And Scope Of Works.	65-77
<b>PART II :TECHNICAL AND FINANCIAL BID</b>		
7	CHAPTER-5: Initial Eligibility	78-81
8	CHAPTER 6: Overall Evaluation Process, Selection of Consultant, indicative references & Other documents.	82-135

**GOVERNMENT OF INDIA****CENTRAL PUBLIC WORKS DEPARTMENT****NOTICE INVITING e-TENDER**

The Executive Engineer, CPWD, Ground Floor, A Wing, Central Secretariat, Naya Raipur, Ph. No.:- 0771-2272188, Email:- [eercd.cpwd-cg@gov.in](mailto:eercd.cpwd-cg@gov.in) on behalf of the President of India invites online **percentage rate** bids from CPWD Empanelled Architect Consultants (*Vide 51/1/2013-ADG- (Arch)/230 dated 28/05/2020, vide no. 6/14/2006-ADG (Works)/410 dated 08.10.2020*) with two bid system.

**NIT No. : 05/CE/RPR/CPWD/2022-23**

**Name of work: “Providing Comprehensive Consultancy for “Construction of Residential Complex for Reserve Bank of India on Bank’s land at Plot No. C-05, Village Nawagaon, Tehsil Arang, sector 26, Atal Nagar, Nava Raipur ( C.G.).”**

**SH: - Preparation of detailed Master plan, Concept and Detailed Architectural drawings, Coordinated drawings, for building, site development and services etc. including Structural detailing, Detailed Project Report, Tender documents, walk through and obtaining of necessary approvals from RBI, CPWD, Local body and others by fulfilling of all bylaws.”**

Earnest Money Deposit: **Rs. 4,83,571/-**

Last time and date of online submission of bid: **up to 03:00 PM on 09/12/2022**

Presentation & submission of conceptual scheme along with drawings etc. for technical presentation **on 16/12/2022 at 11:30 AM.**

Bid forms/documents consisting of eligible criteria, Technical and financial bids and other detail can be obtained from the websites <https://etender.cpwd.gov.in> and ~~<https://eauction.cpwd.gov.in>~~ or [www.e-procure.gov.in](http://www.e-procure.gov.in)

# **PART- I**

## **ELIGIBILITY BID**

### **Chapter-1**

## **INFORMATION TO BIDDERS, CPWD-6, INTEGRITY PACT AND AGREEMENT**

**INFORMATION AND INSTRUCTIONS TO BIDDER  
FORe-Tendering FORMING PART OF BID  
DOCUMENT  
AND TO BE POSTED ON WEBSITE**

The Executive Engineer, CPWD, Ground Floor, A Wing, Central Secretariat, Naya Raipur, Ph. No.:- 0771-2272188, Email:- [eercd.cpwd-cg@gov.in](mailto:eercd.cpwd-cg@gov.in) behalf of the President of India invites online percentage rate from CPWD Empanelled Architect Consultants (Vide 51/1/2013- ADG-(Arch)/230 dated 28/05/2020, vide no. 6/14/2006-ADG (Works)/410 dated 08.10.2020)

<b>NIT No.</b>	***
<b>Estimated cost put to tender:</b>	<b>Rs. 2,41,78,539/-</b>
<b>Earnest Money:</b>	<b>Rs. 4,83,571/-</b>
<b>Period of Completion:</b>	<b>5 months</b>
<b>Time &amp; Date of Pre-Bid Conference:</b>	<b>11:00 AM on 07/12/2022</b>
<b>Last date and time of online submission of Eligibility cum Technical Bid (Part-1) with all documents as specified in NIT:</b>	<b>Upto 3.00 PM on 09/12/2022</b>
<b>Time &amp; Date of opening of Eligibility cum Technical Bid (Part-1):</b>	<b>3:30 PM on 09/12/2022</b>
<b>Submission of conceptual scheme along with drawings etc. for technical presentation.</b>	<b>11:30 AM 16/12/2022 (any kind of modification will be communicated)</b>
<b>Place of opening of Bids, office of</b>	<b>Executive Engineer, CPWD, Raipur</b>

The date and time of online opening of financial bid, after the finalization of technical bids shall be informed to the bidders by **Executive Engineer, CPWD, Raipur** later.

## **Eligibility and information**

1. The CPWD Empanelled Architect Consultants should have **satisfactorily completed similar work(s)** during the last seven years ending up to last day of the month previous to the one in which tenders are invited as per the value of work(s) given below: **Joint ventures are not accepted.**
  - (i) Three similar works each of value not less than 40% of the estimated cost put to tender i.e. minimum Rs. 96,71,416/-  
OR
  - (ii) Two similar works each of value not less than 60% of the estimated cost put to tender i.e. minimum Rs. 1,45,07,123/-  
OR
  - (iii) One similar work of value not less than 80% of the estimated cost put to tender i.e. minimum Rs. 1,93,42,831/-

All amounts rounded off to a nearest convenient figure

OR

- (i) 3 similar works with built up area of minimum 12,000 sqm.

OR

- (ii) 2 similar works with built up area of minimum 18,000 sqm.

OR

- (iii) 1 similar work with built up area of minimum 24,000 sqm.

- (a) **“Similar work” shall mean “Comprehensive consultancy work for a residential / Non residential building consisting of detailed Architectural planning/designing, E&M works, HVAC and Landscaping”, structural design or etc. as per work sub-head.**

Note-1: The value of consultancy works (if required) shall be brought to current costing level by enhancing the actual value of work at simple rate of 7% per annum, calculated from the date of completion to previous day of last date of submission of tenders.

Note-2: In case of work(s) done for private clients other than Central / State Govt., Central / State undertakings, they shall submit T.D.S. certificates issued by respective clients and proof of depositing GST/Service Tax.

- (b) Consultant, who is debarred by CPWD, Ministry of HUA and/or Ministry of Finance are not allowed to participate till the debarment period is over and tender of such Consultant, if submitted will not be opened. An undertaking is to be uploaded by the intending bidders as per **Annexure** given in this document to this effect.
- (c) The bidder should have an average annual Financial Turnover (Gross) on consultancy works of minimum **Rs. 120.89 Lac during last three consecutive years i.e., FY 2019-20, 2020-21 and 2021-22** duly audited by Chartered Accountant. Year in which no turnover is shown would also be considered for working out the average. At the time of submission of bid consultant/ firm must upload affidavit/ certificate from CA mentioning financial turnover of last 3 years. Further details including copies of balance sheets can be demanded later on after opening of technical bids, so the bidders should keep them ready.

- (d) The bidder should not have incurred loss (profit after tax should be positive) in more than two years during last five consecutive financial years ending March 2021 duly certified by audited by CA.
- (e) Bidder Should have net worth of minimum **Rs. 24.18 Lac**. Certified by Chartered Accountant (Scanned copy of net worth certificate issued by Certified Chartered Accountant to be uploaded) **or** should have solvency of **Rs. 96.71 Lac** certified by banker. Scanned copy of original solvency to be uploaded in format given in NIT.
- (f) The consultancy firm should be empanelled in CPWD.
- (g) All Partners/Directors/Sole Proprietor of the consultancy firm should be registered with Council of Architecture.
- (h) Any other document as per requirement of this bid documents.
2. The intending bidder must read the terms and conditions of NIT and other conditions carefully. He should only submit his bid if he considers himself capable of carrying out suchworks and is in possession of all the required documents.
  3. Any issue related to updating profile/uploading tender can be resolved through the concerned **ERP help line no. 18001803286** or e-mail id cpwd.support@techmahindra.com. The e-tendering bidders are also advised not to wait to raise any issues till the last date of submission of bid in their own interest.
  4. Information and instructions for bidder posted on website shall form part of bid document.
  5. The bid document consisting of NIT with terms and conditions of the contract to be performed and completed and other related terms and conditions/ provisions for compliance can be seen from website <https://etender.cpwd.gov.in> and <https://eauction.cpwd.gov.in>.
  6. The bid can only be submitted after deposition of original EMD either in the office of Executive Engineer inviting bids or Division office of any Executive Engineer, CPWD within the period of bid submission and uploading the mandatory scan documents such as Insurance Surety Bonds, Account Payee Demand Draft or Bankers cheque or Fixed Deposit Receipt and Bank Guarantee(For Balance amount as prescribed) from any of the Commercial Bank towards EMD in favor of **Executive Engineer, RCD, CPWD, Raipur** receipt for deposition of original EMD to Division office of any Executive Engineer (including NIT issuing EE/AE), CPWD and all the other documents as stipulated in bid document. If the scanned copies of all the documents stipulated in the bid document are not uploaded, then bid will become invalid and shall summarily be rejected.
  7. A part of earnest money is acceptable in the form of bank guarantee also. In such case, minimum 50% of earnest money or Rs. 20 lac, whichever is less, shall have to be deposited in shape prescribed above and balance may be deposited in shape of Bank Guarantee of any commercial bank having validity for 5 months or more from the last date of receipt of bids which is to be scanned and uploaded by the intending bidders.  
The earnest money given by all the tenderers except the lowest tenderer shall be refunded immediately after the expiry of stipulated bid validity period or immediately after acceptance of the successful bidder, whichever is earlier.
  8. The EMD receiving Executive Engineer shall issue a receipt of deposition of earnest money deposit to the bidder in a prescribed format (enclosed) uploaded by tender inviting Executive Engineer in the NIT. This receipt shall also be uploaded to the e-tendering website by the intending bidder upto the specified bid submission date and time.



9. Copy of Enlistment order and Certificate of work experience and other documents as specified in the tender documents shall be scanned and uploaded to the e-tendering website within the period of bid submission. However, certified copy of all the scanned and uploaded document as specified in tender documents shall be submitted by the lowest bidder only along with the physical EMD or scanned copy of EMD uploaded within a week physically in the office of tender opening authority.
10. **Certificate of Financial Turnover:** At the time of submission of bid, bidder should upload affidavit/ certificate from CA mentioning his Financial Turnover of last 3 years or for the period as specified in the bid document and in the format specified in this bid document. Further details if required shall be asked from the bidder after opening of technical bids. **There is no need to upload entire voluminous balance sheets.**
11. In addition to this, while selecting any of the cells a warning appears that if any cell is left blank the same shall be treated as “0”. Therefore, if any cell is left blank and no rate is quoted by the bidder, rate of such item shall be treated as “0” (ZERO).  
However, if a tenderer quotes Nil / Zero rates against each item in item rate tender, the tender shall be treated as invalid and will not be considered as lowest tenderer.
12. Eligibility cum Technical bid (**Part-1**) shall be opened first on due date and time as mentioned above. The time and date for opening of financial bid of the bidders qualifying the Technical bid Part 1 & 2, shall be communicated to them at a later date through notice on <https://etender.cpwd.gov.in> and by email. **Only those bidders securing 70% marks or more in Technical bid shall only be considered for opening of Financial Bids.** Department hold no responsibility for failure of bidders, if they don't acknowledge the date and time for opening of financial bid.
13. The department reserves the right to reject any prospective application without assigning any reason and/or to restrict the list of qualifying bidders to any reasonable number deemed suitable by it, if too many bids are received satisfying the laid down criterion.
14. Eligibility cum Technical bid shall be evaluated only of those bidder(s) who have uploaded all listed documents in desired form and format. Bidders who fail to upload the requisite documents are liable for rejection without assigning any reason.
15. Empanelled bidders should upload documents as per list mentioned below. Bidders should not upload unnecessary details and documents which are not mandatorily to be uploaded like company brochures, documents and photos of non-eligible works, unrelated registration and appreciation letters to the firms. Such unnecessary document leads to confusion and difficulty in evaluation of bid of the bidder. Competent authority for accepting this bid reserves the right to reject bids which contains undesirable and uncalled documents.
16. Pre-bid meeting shall be held in the Office of Chief Engineer, CPWD, Raipur **at 11.00 AM on 07.12.2022** to clear the doubt of intending bidders, if any.
17. Applicants are advised to keep visiting the above mentioned web- sites from time to time (till the deadline for bid submission/opening of financial bid) for any updates in respect of the tender documents, if any. Failure to do so shall not absolve the applicant of his liabilities to submit the applications complete in all respect including updates thereof, if any. An incomplete application may be liable for rejection.

18. Those CPWD empanelled architectural consultant not registered on the website mentioned above, i.e. <https://etender.cpwd.gov.in> and ~~<https://eauction.cpwd.gov.in>~~ is required to get registered themselves beforehand. If needed, they can be imparted training on online bidding process as per details available on the website.
19. The intending bidder must have valid Class-III digital signature to submit the bid.
20. On the bid opening date, the contractor can login and see the bid opening process. After opening of bids he will receive the competitor bid sheet.
21. Contractor can upload documents in JPG format and PDF format.
22. Contractor/bidder must ensure to quote his **Percentage Rate** for comprehensive consultancy services according to the scope of the work and terms and condition on NIT document.
23. Intending bidders are advised to inspect and examine the site and its surrounding and satisfy themselves before submitting their bids as to the nature of the site (so far as is practicable) all necessary information as to risks contingencies and other circumstances which may influence or affect their bid. A bidder shall be deemed to have full knowledge whether he inspects it or not and no extra charge consequent on any misunderstanding or otherwise shall be allowed. Submission of a bid by a bidder implies that he has read this notice, bid document and all other terms and conditions and has made himself aware of the scope of the work to be done and prevailing condition and local conditions and other factors.
24. It is mandatory to fill details/ uploaded scanned copies of documents as stipulated in bid document. If such documents are not uploaded the bid becomes invalid and processing fee, if deposited, shall not be refunded.
25. The competent authority on behalf of the President of India does not bind itself to accept the highest or any other bid and reserves to itself the authority to reject any or all the bids received without assigning any reason.
26. Canvassing whether directly or indirectly, in connection with bids is strictly prohibited and the bids submitted by the bidders who resort to canvassing will be liable to rejection.
27. The bid for the proposed work shall remain open for acceptance for period of Forty Five (45) Days from the date of opening of financial bids. If any bidders withdraws his bid before the staid period or issue of letter of acceptance, whichever is earlier or makes any modifications in the terms and conditions of the bid which are not acceptable to the department then the Government shall without prejudice to any other right of remedy, be at liberty to forfeit 100% of the said earnest money as aforesaid. Further, the bidders shall not be allowed to participate in the re-bidding process.
28. Agreement shall be drawn with the successful bidder whose bid accepted. The successful bidder/contractor on acceptance of his bids by the Accepting Authority, shall, within 15 days from the stipulated date of start of the work, sign the contract.
29. The Architectural consultant shall have his office branch in Raipur (C.G.), if not the bidder whose bid is accepted shall have to open his office in Raipur (C.G.). They shall get him registered with local bodies etc for getting various NOC's and approvals from the authorities by himself and CPWD will not pay on account of this work.
30. This notice inviting bid shall form a part of the contract document. The successful bidder /consultant, on acceptance of his bid by the Accepting Authority shall within 15 days from the stipulated date of start of the work, sign the contract consisting of:-  
The Notice Inviting bid, all the documents of Technical Bid and Financial bid including additional terms and conditions, specifications and drawings, if any, forming part of the bid as uploaded at the time of invitation of bid, documents of Technical bid uploaded by bidder and the rates quoted online at the time of submission of bid and acceptance thereof together with any correspondence leading thereto.
31. If any information furnished by the applicant is found incorrect/false at a later stage, he shall be liable to be debarred from the Bidding/taking up consultancy works in CPWD.

Executive Engineer  
CPWD, Raipur ( C.G.)

**32. List of mandatory documents to be scanned and uploaded within the period of tender submission:**

- a. CPWD Empanelment Certificate.
- b. Copy of receipt for deposition of original EMD issued from division office of any Executive Engineer, CPWD (**Annexure "E"**)
- c. Copy of Pan Card.
- d. **(i) Certificate of Registration for G.S.T.**  
**(ii)** (If the bidder has not obtained GST registration in the state in which the work is to be taken up, then in such a case the bidder shall upload following undertaking with the bid document **"If work is awarded to me, I/we shall obtain GST registration certificate of the state, in which work is to be taken up, within one month from the date of receipt of award letter or before release of any payment by CPWD, whichever is earlier, failing which I/We shall be responsible for any delay in payments which will be due towards me/us on a/c of the work executed and/or for any action taken by CPWD or GST department in this regard."**
- e. All Technical Bid documents as given in NIT para 3.2.1 Sl No (i), (ii), (iii) and (iv) containing Annexure B-1, B-2, B-3, B-4, additional information if any (As per NIT provision)
- f. Address, Phone No. and email id of bidder.
- g. Insurance Surety Bonds, Account Payee Demand Draft, Fixed Deposit Receipt, Banker's Cheque or Bank Guarantee (as prescribed) of any commercial Bank against EMD.
- h. **Undertaking for site inspection** [Intending bidders must upload undertaking that they have inspected and examined the site and its surrounding before submitting their bids. (**As per Information and instruction to bidder for e-tendering**).
- i. Letter of Transmittal. **Annexure A-1**
- j. **EVS proforma as per** Certificate of Financial Turnover from CA & Profit/loss certificate from CA (**Annexure B**).
- k. Bank Solvency Certificate or Net worth Certificate (**Annexure C and Annexure D**).
- l. Affidavit regarding blacklisting of firm as per **Annexure E**.
- m. Performance report of works (mentioned in Annexure-F) in Annexure **F**.
- n. Organizational structure of consultancy firm as per **Annexure-G**.
- o. Details of completed works of providing architectural & services design for residential project As Per **Annexure H**. Along with supporting documents.
- p. Details of ongoing works of providing architectural & services design for residential project. As Per **Annexure H-1**. Along with supporting documents.
- q. Details of technical personnel to be deployed for this project (Team for this Project). As Per **Annexure J**
- r. Curriculum Vitae (CV) for each Own Key Personnel provided in Annexure-J (To Be Deployed On The Project) As Per **Annexure J-1**. Along with supporting documents.
- s. Undertaking (For Associate Firm/Individual). **Annexure K**
- t. Integrity Pact
- u. Any other document required to be uploaded.

(NOTE: If all the above mandatory documents not uploaded during submission of tender, in such case the bids will not be opened)

**Govt. of India**  
**Central Public Works Department**  
**Notice of Inviting e-Tender**

The Executive Engineer, CPWD, Ground Floor, A Wing, Central Secretariat, Naya Raipur, Ph. No.:- 0771-2272188, Email:- [eercd.cpwd-cg@gov.in](mailto:eercd.cpwd-cg@gov.in) on behalf of the President of India invites online **percentage rate** bids from CPWD Empanelled Architect Consultants (*Vide 51/1/2013-ADG- (Arch)/230 dated 28/05/2020, vide no. 6/14/2006-ADG (Works)/410 dated 08.10.2020*) with two bid system.

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**SH: - Preparation of detailed Master plan, Concept and Detailed Architectural drawings, Coordinated drawings, for building, site development and services etc. including Structural detailing, Detailed Project Report, Tender documents, walk through and obtaining of necessary approvals from RBI, CPWD, Local body and others by fulfilling of all bylaws.”**

**1. Brief Description of the site:-**

The RESERVE BANK OF INDIA Premises is situated at Plot o. C 5, **Sector 26, Village Nava gaon, Thasil Arang, Atal Nagar, Nava Raipur, Chhattisgarh** The site area is 30000 sqm (As per available details) or there about for the purpose of construction of building for the residential quarters for its staff and officers together with common amenities. Site Survey Plan is enclosed.

**2. Brief Description of Work:-**

Consultant has to prepare Master plan/ layout plan based on the requirement from conception to completion of the project including obtaining Occupancy Certificate for entire quarters in the campus.

The broad consultancy work under this bid shall involve the following also:

- I. *Digital survey of campus map is already available and attached in below pages for the idea of site .***  
*In case of discrepancy with available survey map it is suggested to get the date by own arrangement of surveying for marking of all important features such as contour, electric lines, pipe lines, Water & Sewerage lines, surrounding roads with their width and length, location of campus from nearest main road, etc.( which ever is required ) and nothing etc. will be payable for this.*
- II. *Soil testing( suitable method ) to access the bearing capacity of soil and Geophysical Testing to access the underground water availability.***
- III. *Master Planning of campuses (Approx. land area of both campuses is 7.413 Acre (30000 sqm Approx.)***
- IV. *Concept and Detailed Architectural drawings, service drawings, coordinated drawings etc with all essential amenities & services.***
- V. *DPR for Construction work.***
- VI. *Walk Through / BIM planning etc.***
- VII. *Structural detailing work.***
- VIII. *Preparation of tender document based on suitable mode of tendering.***  
*Or other as per NIT mentioned in below pages.*

**Note: 1. This information (tabulated above and Below) is only indicative. The successful bidder shall have to finalize his design based on inputs on functional requirement by Client.**

**2. All drawings architectural structural services coordinated drawings etc. required to be submitted with vetting from Govt. institution (IIT/NIT)**

**INTEGRITY PACT**

To,

.....,  
.....,  
.....,

Sub NIT No. ....\*\*.....

For the work **“Providing Comprehensive Consultancy for “Construction of Residential Complex for Reserve Bank of India on Bank’s land at Plot No. C-05, Village Nawagaon, Tehsil Arang, sector 26, Atal Nagar, Nava Raipur ( C.G.)”**

**SH: - Preparation of detailed Master plan, Concept and Detailed Architectural drawings, Coordinated drawings, for building, site development and services etc. including Structural detailing, Detailed Project Report, Tender documents, walk through and obtaining of necessary approvals from RBI, CPWD, Local body and others by fulfilling of all bylaws.”**

Dear Sir,

It is here by declared that CPWD is committed to follow the principle of transparency, equity and competitiveness in Public procurement.

The Subject Notice Inviting Bid in an invitation to offer made on the condition that the Bidder will sign the integrity Agreement, which is an integral part of Bid documents, failing which the Bidder will stand disqualified from the Biding process and the bid of the bidder would be summarily rejected.

This declaration shall form part and parcel of the Integrity Agreement and signing of the same shall be deemed as acceptance and signing of the Integrity Agreement on behalf of the CPWD.

Yours faithfully  
Executive Engineer & Senior Manager, KPD -I

**INTEGRITY PACT**

To,

Executive Engineer Raipur  
CPWD, Raipur Division

Sub: Submission of Bid for the work of **Providing Comprehensive Consultancy for “Construction of Residential Complex for Reserve Bank of India on Bank’s land at Plot No. C-05, Village Nawagaon, Tehsil Arang, sector 26, Atal Nagar, Nava Raipur ( C.G.)”**

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Dear Sir,

I/We acknowledge that CPWD is committed to follow the principles thereof as enumerated in the Integrity Agreement enclosed with the Bid document.

I/We agree that the Notice Inviting Bid is an invitation to offer made on the condition that I/We will sign the enclosed integrity Agreement, which is an integral part of Bid documents, failing which I/We will stand disqualified from the Biding process. I/We acknowledge that **THE MAKING OF THE BID SHALL BE REGARDED AS AN UNCONDITIONAL AND ABSOLUTE ACCEPTANCE** of this condition of the NIT.

I/We confirm acceptance and compliance with the Integrity Agreement in letter and spirit and further agree that execution of the said Integrity Agreement shall be separate and distinct from the main contract, which will come into existence when Bid is finally accepted by CPWD. I/We acknowledge and accept the duration of the Integrity Agreement, which shall be in the line with Article 1 of the enclosed Integrity Agreement.

I/We acknowledge that in the event of my/our failure to sign and accept the Integrity Agreement, while submitting the Bid, CPWD shall have unqualified, absolute and unfettered right to disqualify the Bidder and reject the Bid in accordance with terms and conditions of the Bid.

Yours faithfully

(Duly authorized signatory of the Bidder)

**To be signed by the bidder and same signatory competent / authorized to sign the relevant contract on behalf of CPWD.**

## INTEGRITY AGREEMENT

This Integrity Agreement is made at ..... on this .....day of .....20.....

### *BETWEEN*

President of India represented through **Executive Engineer, Raipur Division CPWD Raipur ( C.G.)**  
(Hereinafter referred as the '**Principal/Owner**', which expression shall unless repugnant to the meaning or context hereof include its successors and permitted assigns)

### *AND*

..... (Name and Address of the Individual/firm/Company) through .....  
(Hereinafter referred to as the (Details of duly authorized signatory)

"**Bidder/Consultant**" and which expression shall unless repugnant to the meaning or context hereof include its successors and permitted assigns)

### *Preamble*

WHEREAS the Principal / Owner has floated the Tender (NIT No. \_\_\_\_\_)  
(hereinafter referred to as "**Tender/ Bid**") and intends to award, under laid down organizational procedure, contract for "**Providing Consultancy services for preparation of Master plan, Concept & Detailed Architectural drawings, Detailed Project Report, Tender documents for the work of Construction of Convention Center and Cultural Center at Kargil, UT of Ladakh**".

AND WHEREAS the Principal/Owner values full compliance with all relevant laws of the land, rules, regulations, economic use of resources and of fairness/transparency in its relation with its Bidder(s) and Consultant(s).

AND WHEREAS to meet the purpose aforesaid both the parties have agreed to enter into this Integrity Agreement (hereinafter referred to as "**Integrity Pact**" or "**Pact**"), the terms and conditions of which shall also be read as integral part and parcel of the Tender/Bid documents and Contract between the parties.

NOW, THEREFORE, in consideration of mutual covenants contained in this Pact, the parties hereby agree as follows and this Pact witnesses as under:

**Article 1: Commitment of the Principal/Owner**

- 1) The Principal/Owner commits itself to take all measures necessary to prevent corruption and to observe the following principles:
  - (a) No employee of the Principal/Owner, personally or through any of his/her family members, will in connection with the Bid, or the execution of the Contract, demand, take a promise for or accept, for self or third person, any material or immaterial benefit which the person is not legally entitled to.
  - (b) The Principal/Owner will, during the Bid process, treat all Bidder(s) with equity and reason. The Principal/Owner will, in particular, before and during the Bid process, provide to all Bidder(s) the same information and will not provide to any Bidder(s) confidential / additional information through which the Bidder(s) could obtain an advantage in relation to the Bid process or the Contract execution.
  - (c) The Principal/Owner shall endeavor to exclude from the Bid process any person, whose conduct in the past has been of biased nature.
- 2) If the Principal/Owner obtains information on the conduct of any of its employees which is a criminal offence under the Indian Penal code (IPC)/Prevention of Corruption Act, 1988 (PC Act) or is in violation of the principles herein mentioned or if there be a substantive suspicion in this regard, the Principal/Owner will inform the Chief Vigilance Officer and in addition can also initiate disciplinary actions as per its internal laid down policies and procedures.

**Article 2: Commitment of the Bidder(s)/Consultant(s)**

- 1) It is required that each **Bidder/Consultant** (including their respective officers, employees and agents) adhere to the highest ethical standards, and report to the Government / Department all suspected acts of **fraud or corruption or Coercion or Collusion** of which it has knowledge or becomes aware, during the Bidding process and throughout the negotiation or award of a contract.
- 2) The **Bidder(s)/Consultant(s)** commits himself to take all measures necessary to prevent corruption. He commits himself to observe the following principles during his participation in the Bid process and during the Contract execution:
  - a) The Bidder(s)/Consultant (s) will not, directly or through any other person or firm, offer, promise or give to any of the Principal/Owner's employees involved in the Bid process or execution of the Contract or to any third person any material or other benefit which he/she is not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the Bid process or during the execution of the Contract.
  - b) The Bidder(s)/Consultant (s) will not enter with other Bidder(s)/Consultant (s) into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other actions to strict competitiveness or to cartelize in the bidding process.
  - c) The **Bidder(s)/Consultant (s)** will not commit any offence under the relevant IPC/PC Act. Further the **Bidder(s)/Consultant(s)** will not use improperly, (for the purpose of competition or



- personal gain), or pass on to others, any information or documents provided by the Principal/Owner as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.
- d) The **Bidder(s)/Consultant(s)** of foreign origin shall disclose the names and addresses of agents/representatives in India, if any. Similarly **Bidder(s)/Consultant(s)** of Indian Nationality shall disclose names and addresses of foreign agents/representatives, if any. Either the Indian agent on behalf of the foreign principal or the foreign principal directly could bid in a Bid but not both. Further, in cases where an agent participate in a Bid on behalf of one manufacturer, he shall not be allowed to quote on behalf of another manufacturer along with the first manufacturer in a subsequent/parallel Bid for the same item.
  - e) The **Bidder(s)/Consultant(s)** will, when presenting his bid, disclose (with each Bid as per proforma enclosed) any and all payments he has made, is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the Contract.
- 3) The **Bidder(s)/Consultant(s)** will not instigate third persons to commit offences outlined above or be an accessory to such offences.
  - 4) *The **Bidder(s)/Consultant(s)** will not, directly or through any other person or firm indulge in fraudulent practice means a willful misrepresentation or omission of facts or submission of fake/forged documents in order to induce public official to act in reliance thereof, with the purpose of obtaining unjust advantage by or causing damage to justified interest of others and/or to influence the procurement process to the detriment of the Government interests.*
  - 5) The **Bidder(s)/Consultant(s)** will not, directly or through any other person or firm use Coercive Practices (means the act of obtaining something, compelling an action influencing a decision through intimidation, threat, or the use of force directly or indirectly, where potential or actual injury may befall upon a person, his/ her reputation or property to influence their participation in the Bidding process).

### **Article 3: Consequences of Breach**

Without prejudice to any rights that may be available to the Principal/Owner under law or the Contract or its established policies and laid down procedures, the Principal/Owner shall have the following rights in case of breach of this Integrity Pact by the **Bidder(s)/Consultant(s)** and the **Bidder/Consultant** accepts and undertakes to respect and uphold the Principal/Owner's absolute right:

- 1) If the **Bidder(s)/Consultant (s)**, either before award or during execution of Contract has committed a transgression through a violation of Article 2 above or in any other form, such as to put his reliability or credibility in question, the Principal/Owner after giving 14 days notice to the bidder shall have powers to disqualify the **Bidder(s)/Consultant(s)** from the Bid process or terminate/determine the Contract, if already executed or exclude the **Bidder/Consultant** from future contract award processes. The imposition and duration of the exclusion will be determined by the severity of transgression and determined by the Principal/Owner. **Such exclusion may be forever or for a limited period as decided by the Principal/Owner.**
- 2) **Forfeiture of EMD/Performance Guarantee/Security Deposit:** If the Principal/Owner has disqualified the **Bidder(s)/Consultant(s)** from the Bid process prior to the award of the Contract or terminated/determined the Contract or has accrued the right to terminate/determine the Contract according to Article 3(1), the Principal/Owner apart from exercising any legal rights that may have accrued to the Principal/Owner, may in its considered opinion forfeit the entire

amount of Earnest Money Deposit, Performance Guarantee and Security Deposit of the **Bidder/Consultant**.

- 3) **Criminal Liability:** If the Principal/Owner obtains knowledge of conduct of a **Bidder or Consultant**, or of an employee or a representative or an associate of a **Bidder or Consultant** which constitutes corruption within the meaning of Indian Penal code (IPC)/Prevention of Corruption Act, or if the Principal/Owner has substantive suspicion in this regard, the Principal/Owner will inform the same to law enforcing agencies for further investigation.

#### **Article 4: Previous Transgression**

- 1) The **Bidder/Consultant** declares that no previous transgressions occurred in the last 5 years with any other Company in any country confirming to the anticorruption approach or with Central Government or State Government or any other Central/State Public Sector Enterprises in India that could justify his exclusion from the Bid process.
- 2) If the **Bidder/Consultant** makes incorrect statement on this subject, he can be disqualified from the Bid process or action can be taken for banning of business dealings/ holiday listing of the **Bidder/Consultant** as deemed fit by the Principal/ Owner.
- 3) If the **Bidder/Consultant** can prove that he has resorted / recouped the damage caused by him and has installed a suitable corruption prevention system, the Principal/Owner may, at its own discretion, revoke the exclusion prematurely.

#### **Article 5: Equal Treatment of all Bidders/Consultants/Sub bidders**

- 1) The **Bidder(s)/Consultant(s)** undertake(s) to demand from all sub bidders a commitment in conformity with this Integrity Pact. The **Bidder/Consultant** shall be responsible for any violation(s) of the principles laid down in this agreement/Pact by any of its Sub- bidders/sub-vendors.
- 2) The Principal/Owner will enter into Pacts on identical terms as this one with all **Bidders and Consultants**.
- 3) The Principal/Owner will disqualify **Bidders/Consultants**, who do not submit, the duly signed Pact between the Principal/Owner and the bidder, along with the Bid or violate its provisions at any stage of the Bid process, from the Bid process.

#### **Article 6- Duration of the Pact**

- 1) This Pact begins when both the parties have legally signed it. It expires for the **Bidder/Consultant** 12 months after the completion of work under the contract or till the continuation of defect liability period, whichever is more and for all other **Bidders/Consultants**, till the Contract has been awarded.
- 2) If any claim is made/lodged during the time, the same shall be binding and continue to be valid despite the lapse of this Pacts as specified above, unless it is discharged/determined by the Competent Authority, CPWD.

#### **Article 7- Other Provisions**

- 1) This Pact is subject to Indian Law, place of performance and jurisdiction is the Headquarters of the Division of the Principal/Owner, who has floated the Bid.
- 2) Changes and supplements need to be made in writing. Side agreements have not been made.
- 3) If the **Bidder/Consultant** is a partnership or a consortium, this Pact must be signed by all the

partners or by one or more partner holding power of attorney signed by all partners and consortium members. In case of a Company, the Pact must be signed by a representative duly authorized by board resolution.

- 4) Should one or several provisions of this Pact turn out to be invalid; the remainder of this Pact remains valid. In this case, the parties will strive to come to an agreement to their original intentions.
- 5) It is agreed term and condition that any dispute or difference arising between the parties with regard to the terms of this Integrity Agreement/Pact, any action taken by the Owner/Principal in accordance with this **Integrity Agreement/Pact or interpretation thereof shall not be subject to arbitration.**

**Article 8- LEGAL AND PRIOR RIGHTS**

All rights and remedies of the parties hereto shall be in addition to all the other legal rights and remedies belonging to such parties under the Contract and/or law and the same shall be deemed to be cumulative and not alternative to such legal rights and remedies aforesaid. For the sake of brevity, both the Parties agree that this Integrity Pact will have precedence over the Bid/Contact documents with regard any of the provisions covered under this Integrity Pact.

IN WITNESS WHEREOF the parties have signed and executed this Integrity Pact at the place and date first above mentioned in the presence of following witnesses:

.....

(For and on behalf of Principal/Owner)

.....

(For and on behalf of Bidder/Bidder) WITNESSES:

1. ....

(signature, name and address)

2. ....

(signature, name and address)

Place: Raipur,

Dated:

**Chapter-2**

**CONDITIONS OF CONTRACT**

**&**

**Additional Conditions**

## PERFORMANCE GUARANTEE

The consultant shall submit an irrevocable Performance Guarantee of 3% (Three percent) of the agreed contracted amount in addition to other deposits mentioned elsewhere in the contract for his proper performance of the contract agreement, (not withstanding and/or without prejudice to any other provision in the contract) within **07 days** of issue of letter of acceptance. This period can be further extended at the written request of the consultant by the Engineer-in-Charge up to a maximum period of **10 days** with late fee @ 0.1% per day of Performance Guarantee amount.

The Performance Guarantee shall be submitted in one of the following forms:-

- (i) Cash (in case guarantee amount is less than Rs. 10,000/-).
- (ii) Deposit at Call receipt/Banker's Cheque/Demand Draft/Pay Order of a scheduled bank.(in case guarantee amount is less than Rs. 1,00,000/-).
- (iii) Government Securities.
- (iv) Fixed Deposit Receipts(FDR) of a schedule Bank.
- (v) An irrevocable bank guarantee bond of any scheduled bank or the State Bank of India in the form prescribed in this document.

The performance Guarantee shall be initially valid up to the stipulated date of completion plus 60 days beyond that. In case the time for completion of work gets enlarged, the consultant shall get the validity of Performance Guarantee extended to cover such enlarged time for completion of work. The performance guarantee shall be returned to the consultant, without any interest on approval of completion drawings by the local bodies.

The Engineer-in-Charge shall not make a claim under the performance guarantee except for amounts to which the President of India is entitled under the contract (not withstanding and/or without prejudice to any other provisions in the contract agreement) in the event of:

- a) Failure by the consultant to extend the validity of the Performance Guarantee as described herein above, in which event the Engineer-in-Charge may claim the full amount of the Performance Guarantee.
- b) Failure by the consultant to pay President of India any amount due, either as agreed by the consultant or determined under any of the Clauses/Conditions of the agreement, within 30 days of the service of this effect by Engineer-in- Charge.

In the event of the contract being determined or rescinded under provision of any of the Clause/Condition of the agreement, the performance guarantee shall stand forfeited in full and shall be absolutely at the disposal of the President of India.

Date of start shall be reckoning 10 days from the date of issue of letter of acceptance.

### **SECURITY DEPOSIT**

The security deposit shall be collected by deduction from the running bill of the consultant at the rate mentioned below. The security deposit can also be deposited in cash or in the form of Govt. securities, fixed deposit receipts etc.

A sum @2.5% of the gross amount of the bill shall be deducted from each running bill as well as final bill of the consultant. Such deductions shall be made unless the consultant has deposited the amount of security at the rate mentioned in cash or Govt. Securities or fixed deposit receipts. This is in addition to the performance guarantee that the consultant is required is to deposit as per para 2.1.1 above.

Security deposit can be released against bank guarantee issued by schedule bank on its accumulation to a maximum amount of Rs. 5.00 Lakhs subject to the condition that amount of any bank guarantee except last one, shall not be less than Rs. 5.00 Lakhs.

2. 4 The bank guarantee submitted against security deposit shall initially be valid up to the stipulated date of completion of the work.

### **ABANDONMENT OF WORK**

If the Consultant abandons the work for any reasons whatsoever or becomes incapacitated from acting as Consultant as aforesaid, the Engineer-in-Charge may make full use of all or any of the drawings prepared by the Consultant and that the Consultant shall be liable to pay such damages as may be assessed by the Engineer-in-Charge subject to a maximum of 10% (Ten percent) of the total fee payable to the Consultant under this agreement. The department may make full use of all or any of the drawings prepared by the consultant and proceed from the stage from where the consultant left the work.

If at any time after acceptance of offer of consultancy, department decide to abandon or reduce the scope of work for any reason whatsoever, the department shall give notice to the consultant in writing to that effect and he shall act accordingly. The consultant have no claim to any payment of compensation or otherwise whatsoever. The consultant shall be entitled to all such fee for the services rendered and liable to refund the excess payment, if any made to him over and above what is due in terms of this agreement.

## **DETERMINATION OR RESCISSION OF AGREEMENT**

The Engineer-in-Charge without any prejudice to its right against the Consultant in respect of any delay by notice in writing absolutely determine the contract in any of the following cases:

If the Consultant being a firm/company shall pass a resolution or the court shall make any order that the firm/company shall be wound up or a receiver or a manager on behalf of the creditor shall be appointed or if circumstances shall arise which entitle the court or creditor to appoint a receiver or a manager or which entitles the court to make up a winding order.

If the Consultant is in breach of any terms of agreement.

When the Consultant has made himself liable for action under any of the cases aforesaid the Employer shall have power:

- a) To determine or rescind the agreement.
- b) To engage another Consultant to carry out the balance work.
- c) In the event of above Performance Guarantee and security deposit will stand forfeited in favour of Govt.

## **DISPUTE RESOLUTION**

Except where otherwise provided in the contract all questions and disputes relating to the meaning of the specifications, design, drawings and instructions hereinbefore mentioned and as to the quality of workmanship or materials used on the works or as to any other question, claim, right, matter or thing whatsoever in any way arising out of or relating to the contract, designs, drawings, specifications, estimates instructions, orders or these conditions or otherwise concerning the works or the execution or failure to execute the same whether arising during the progress of the work or after the cancellation, termination, completion or abandonment thereof shall be dealt with as mentioned hereinafter:

If the consultant considers any work demanded of him to be outside the requirements of the contract or disputes on any drawings, record or decision given in writing by the Engineer-in-charge on any matter in connection with arising out of the contract or carrying out of the work, to be unacceptable, he shall promptly within 15 days request the Chief Engineer in writing for written instruction or decision.

Thereupon, the Chief Engineer shall give his written instructions or decision within a period of one month from the receipt of the consultant's letter. If the Chief Engineer fails to give his instructions or decision in writing within the aforesaid period or if the consultant(s) is dissatisfied with the instructions or decision of the Chief Engineer, the consultant may, within 15 days of the receipt of Chief Engineer's decision, appeal to the Chief Engineer who shall offer an opportunity to the consultant to be heard, if the latter so desires, and to offer evidence in support of his appeal. The Chief Engineer shall give his decision within 30 days of receipt of consultant's appeal. If the consultant is dissatisfied with this decision of the Chief Engineer, the consultant shall within a period of 30 days from receipt of the decision, given notice to the Chief Engineer for referring the dispute to Dispute Redressal Committee. The committee shall hear both the parties and suggest in amicable and legitimate solution to the problem. If, however, the committee fails to resolve the issue, it would then be up to the consultant to either accept it, or to apply for arbitration.

Except where the decision has become final, binding and conclusive in terms of sub- Para 6.1.1 above disputes or difference shall be referred for adjudication through arbitration by a sole arbitrator appointed by the Chief Engineer, CPWD, Raipur. If the arbitrator so appointed is unable or unwilling to act or resigns his appointment or vacates his office due to any reason,

whatsoever another sole arbitrator shall be appointed in the manner aforesaid. Such person shall be entitled to proceed with the reference from the stage at which it will left by his predecessor.

It is a term of this contract that the party invoking arbitration shall give a list of disputes with amounts claimed in respect of each such dispute along with the notice for appointment of arbitrator.

It is also a term of this contract that no person other than a person appointed by such Chief Engineer in-charge of the work as aforesaid should act as arbitrator and if for any reason that is not possible, the matter shall not be referred to arbitration at all.

It is also a term of the contract that if the consultant does not make any demand for appointment of arbitrator in respect of any claims in writing as aforesaid within 120 days of receiving the intimation from the Engineer-in-Charge that the final bill is ready for payment, the claim of the consultant shall be deemed to have been waived and absolutely barred and the Department shall be discharged and released of all liabilities under the contract and in respect of these claims.

The arbitration shall be conducted in accordance with the provisions of the Arbitration and Conciliation (amendment) Act, 2015 or any statutory modifications or re- enactment thereof and the rules made there under and for the time being in force shall apply to the arbitration proceeding under this clause.

It is also a term of this contract that the arbitrator shall adjudicate on only such disputes as are referred to him by the appointing authority and give separate award against each dispute and claim referred to him and in all cases where the total amount of the claims by any party exceeds Rs. 1, 00,000/-the arbitrator shall give reasons for the award.

It is also a term of the contract that if any fees are payable to the arbitrator these shall be paid equally by both the parties.

It is also a term of the contract that the arbitrator shall be deemed to have entered on the reference on the date he issues notice to both the parties calling them to submit their statement of claims and counter statement of claims. The venue of the arbitration shall be such place as may be fixed by the arbitrator in his sole discretion. The fee of the arbitrator, if any, shall be paid before the award is made by both the parties on fifty percent each basis. The cost of the reference and of the award shall be at the discretion of the arbitrator who may direct any of the parties by whom and in what manner, such costs or any part thereof shall be paid and fixed or settle the amount of costs to be so paid.

<b>Conciliation and Arbitration</b>	
Conciliator	ADG(Region Bhopal) or his successor
Arbitrator Appointing Authority	Chief Engineer, Raipur or his successor
The Executive Engineer, CPWD, Raipur will present the case	
Place of Arbitration	Raipur



## **RIGHTS & RESPONSIBILITIES**

The responsibilities about the efficiency of the proposal shall rest with the Consultant.

All plans, designs and data collected for this project shall be the property of Department. The Consultant shall have no right to them in any way without the written consent of the Engineer-in-Charge (CPWD). The entire information as furnished to the Consultant as well as that gathered by the Consultant in the process of inspection shall be kept strictly confidential and not passed on to any unauthorized person. The Consultant shall also indemnify Department from and against all claims and proceedings for or on account of infringement of any patent rights, etc. in respect of each and every part of the work. Such indemnity shall be furnished to the Engineer-in-Charge upon acceptance of quotation and before any payment is made.

The proof checking, if any, got done by a third party by the client shall not absolve the lead consultant of any of his responsibilities. All reports including design/drawings submitted by them shall bear the signature of the Team Leader/authorized representative of the consulting firm and the consultants shall be fully responsible for the soundness, correctness and feasibility of the design prepared by them.

### **COMPENSATION FOR DELAY**

The time allowed for carrying out the work shall be strictly observed by the consultant and shall be deemed to be the essence of the contract on the part of the consultant. The work shall, throughout the stipulated period of the contract be proceeded with all diligence and in the event of failure of the Consultant to complete the work within time schedule, as specified in the document or within the validity of extended time period, the consultant liable for a compensation at the rate of 1.0% of agreed fee per month of delay to be computed on per day basis subject to maximum of ten percent of agreed fee shall be levied on the consultant. The decision of Chief Engineer of concerned project as to the period of delay on the part of the consultant and the quantum of compensation for such delay shall be final and binding on the consultant.

### **9.0 EXTENSION OF TIME**

If the consultant is unavoidably hindered in carrying out the designs/ drawings on account of delayed decision or the approval by the departments which are necessary to carry out further work, he shall be allowed suitable extension of time by the Chief Engineer concerned, whose decision shall be final and binding on the consultant. No claim by the consultant shall be made against the department for such delayed approvals/ decisions by the department, except for grant of suitable extension of time.

The power of shifting of date of start and rescheduling of mile stone lies with the Chief Engineer, Raipur. No Escalation is payable of the quoted amount.

A Hindrance Register shall be maintained to record hindrances in proper format.

### **10.0 ADDITIONS AND ALTERATIONS**

The employer shall have the right to request in writing changes, additions, modifications in the scheme to request in writing additional work in connection therewith and the Consultant shall comply with such request. If the Employer deviates substantially from the original scheme which involves extra services, expenses and extra labour on the part of the Consultant for making changes and modifications or other documents rendering major part or the whole of his work in fructuous the Consultant may then be compensated for such extra services and expenses on quantum merit basis at percentage applicable under this agreement, unless such changes, alterations are due to Consultants own omission and / or discrepancies including changes proposed by the Consultant. The decision of the employer shall be final and binding on whether the deviations and additions are substantial and required any compensation to be paid to the Consultant. However, for the minor modification or alteration which does not affect the entire design, planning etc. No extra amount will be payable. The consultant shall not execute any additional consultancy services beyond the original scope of agreement without the WRITTEN PRIOR PERMISSION of the Engineer-in-Charge.

### **NUMBER OF DOCUMENTS AND COPY RIGHT**

All the documents/drawings, designs, reports and any other details envisaged under this agreement shall be supplied in ten copies. All drawings as required for submission to all the local bodies and other authorities shall be submitted as per the requirement of local body. All the drawings for the comments, discussion and approval of employer shall be submitted in triplicate. Five copies of all the final drawings shall be submitted to the Engineer-in-Charge along with one reproducible in A-1 or large size along with a soft copy in CD. If there is any revision in any drawing/document for any reason, five copies of drawing/document shall be re- issued along with soft copy in CD without any extra charges. All these drawings will become the property of the Engineer-in-Charge. The Engineer-in-Charge may use these drawings in part or full in any other work without any notice to the consultant and without any financial claim of the consultant.

The drawings cannot be issued to any other person, firm or authority or used by the Consultant for any other project. No copies of any drawings or documents shall be issued to anyone except the Engineer-in-Charge and / or his authorized representative.

### **GENERAL CONDITIONS**

The Architectural Consultant shall be fully responsible for the technical soundness of the proposal including those of specialists engaged if any, by him.

The Engineer-in-Charge will have the liberty to supervise and inspect the work of Consultant and/ or his sub-Consultants at any time by any officer nominated by him who shall be at liberty to examine the records/documents.

The Proposals shall be based on National Building Code of practice, local bye-laws, environmental regulations and design norms and sound engineering practices.

The Consultant shall render every assistance, guidance and advise in general to the Engineer-Charge on any matter concerning the technical aspects of the project.

The Consultant shall promptly notify the Engineer-in-Charge of any change in the constitution of his firm. It shall be open to the Engineer-in-Charge to terminate the Agreement on the death, retirement, insanity or insolvency of any person being Director in the said firm, or on the addition or introduction of a new Director not promptly informed in writing to the Engineer-in-Charge. But until its termination by the Engineer-in-Charge as foresaid, this Agreement shall continue to be in full force and effect notwithstanding any changes in the constitution of the firm by death, retirement, insanity or insolvency of any of its Director or addition or introduction of any new Director. In case of death or retirement, the surviving or remaining Directors of the firm shall be jointly and severally liable for the due and satisfactory performance of all the terms and conditions of this Agreement.

The Consultant shall during the period of this assignment, and till the satisfactory completion of the project, act as consultant and give related advice regarding the project.

The professional fees of the Consultant shall be inclusive of all cost related to visits to the site, attending meetings, and conferences and making suitable presentations.

Consultant's professionals fees are also inclusive of responsibilities of carrying out modifications in design and drawings

The Consultant shall exercise all reasonable skill, care and diligence in the discharge of duties hereby agreed to be performed by them

Specifications to be followed for execution of planning work : For Civil: CPWD specification 2019, Volume-I & II with correction slips upto last day of submission of tender

Competent Authority for deciding reduced rates : Chief Engineer , CPWD, Raipur or **his successor thereof up to 5% of the Contract value.**

Labour Laws to be complied by the Consultant and authority to decide penalty for each default.	
<p>1) In respect of all labour directly or indirectly employed in the work for the performance of the contractor's part of this contract, the contractor shall at his own expense arrange for the safety provisions as per C.P.W.D. Safety Code framed from time to time and shall at his own expense provide for all facilities in connection therewith. In case the contractor fails to make arrangement and provide necessary facilities as aforesaid, he shall be liable to pay a penalty as decided by the authority mentioned in Schedule F for each default and in addition, the Engineer- in- Charge shall be at liberty to make arrangement and provide facilities as aforesaid and recover the costs incurred in that behalf from the contractor.</p>	EE, CPWD, Raipur
<p>2) The contractor shall submit by the 4th and 19th of every month, to the Engineer-in-Charge, a true statement showing in respect of the second half of the preceding month and the first half of the current month respectively:-  (1) the number of labourers employed by him on the work,  (2) their working hours,  (3) the wages paid to them,  (4) the accidents that occurred during the said for night showing the circumstances under which they happened and the extent of damage and injury caused by them, and  (5) the number of female workers who have been allowed maternity benefit according to Clause 19F and the amount paid to them.  Failing which the contractor shall be liable to pay to Government, a sum as decided by the authority mentioned in Schedule F for each default or materially incorrect statement. The decision of the Divisional Officer shall be final in deducting from any bill due to the contractor, the amount levied as fine and be binding on the contractor.</p>	EE, CPWD, Raipur

<p>3) In the event of the contractor(s) committing a default or breach of any of the provisions of the Central Public Works Department, Contractor's Labour Regulations and Model Rules for the protection of health and sanitary arrangements for the workers as amended from time to time or furnishing any information or submitting or filing any statement under the provisions of the above Regulations and'</p> <p>Rules which is materially incorrect, he/they shall, without prejudice to any other liability, pay to the Government a sum as decided by the authority mentioned in Schedule F for every default, breach or furnishing, making, submitting, filing such materially incorrect statements and in the event of the contractor(s) defaulting continuously in this respect, the penalty may be enhanced to as decided by the authority mentioned in Schedule F per day for each day of default subject to a maximum of 5 percent of the estimated cost of the work put to tender. The decision of the Engineer-in-Charge shall be final and binding on the parties</p>	EE, CPWD, Raipur
<p>4) The contractor shall, at all stages of work, deploy skilled/semi skilled tradesmen who are qualified and possess certificate in particular trade from CPWD Training Institute/Industrial Training Institute/ National Institute of construction Management and Research (NICMAR)/ National Academy of Construction, CIDC or any similar reputed and recognized Institute managed/ certified by State/Central Government. The number of such qualified tradesmen shall not be less than 20% of total skilled/semi skilled workers required in each trade at any stage of work. The contractor shall submit number of man days required in respect of each trade, its scheduling and the list of qualified tradesmen along with requisite certificate from recognized Institute to Engineer in charge for approval. Notwithstanding such approval, if the tradesmen are found to have inadequate skill to execute the work of respective trade, the contractor shall substitute such tradesmen within two days of written notice from Engineerin- Charge. Failure on the part of contractor to obtain approval of Engineer-in-Charge or failure to deploy qualified tradesmen will attract a compensation to be paid by contractor at the rate specified in schedule 'F' per such tradesman per day. Decision of Engineer in Charge as to whether particular tradesman possesses requisite skill and amount of compensation in case of default shall be final and binding. Provided always, that the provisions of this clause, shall not be applicable for works with estimated cost put to tender being less than Rs. 5 crores. For work costing more than Rs. 10 Crores, and upto Rs. 50 Crores, the contractor shall arrange on site training as per National Skill Development Corporation (NSDC) norms for at least</p>	EE, CPWD, Raipur

<p>20% of the unskilled workers engaged in the project in co-ordination with the CPWD Regional Training Institute &amp; National Skill Development Corporation (NSDC) for certification at the level of skilled/semi skilled tradesmen. For works costing more than Rs. 50 Crores, the contractor shall arrange on site training as per National Skill Development Corporation (NSDC) norms for at least 30% of the unskilled worker engaged in the project in co-ordination with the CPWD Regional Training Institute &amp; National Skill Development Corporation (NSDC) for certification at the level of skilled/semi skilled tradesmen. The cost of such training as stated above shall be born by the Government. The necessary space and workers shall be provided by the contractor and no claim what so ever shall be entertained.</p>						
<b>“Requirement of Technical Representative(s) and Recovery Rate”</b>						
Minimum Qualification of Technical Representative	Discipline	Designation	Minimum experience	Number	Rate at which recovery shall be made from the contractor in the event of not fulfilling provision of Clause 36(i)	
					Figures	Words
Graduate with architecture	Architecture	Architects	10(Years)	02(Two)	Rs.25,000/-PM	Rupees Twenty five Thousand Per Month each
M. Tech in Structural Engineering	Civil	Structural Engineering	10(Years)	01(ONE)	Rs.25,000/-PM	Rupees Twenty five Thousand Per Month each
Graduate in Electrical Engineering	Electrical	Electrical Engineer	10 (Years)	01(ONE)	Rs.25,000/-PM	Rupees Twenty five Thousand Per Month each
Graduate	Electrical	Fire fighting expert	10 (Years)	01(ONE)	Rs.25,000/-PM	Rupees Twenty five Thousand Per Month each
Graduate	Electrical Engineering	HVAC expert	10 (Years)	01(ONE)	Rs.25,000/-PM	Rupees Twenty five Thousand Per Month each
Graduate	Civil Engineering	Water supply/sanitary expert	10 (Years)	01(ONE)	Rs.25,000/-PM	Rupees Twenty five Thousand Per Month each
Graduate	Civil Engineering	Construction expert	10 (Years)	01(ONE)	Rs.25,000/-PM	Rupees Twenty five Thousand Per Month each
Graduate	Horticulture	Landscape expert	10 (Years)	01(ONE)	Rs.25,000/-PM	Rupees Twenty five Thousand Per Month each

## **RESPONSIBILITY OF ACCURACY OF PROJECT PROPOSAL**

The consultant shall be responsible for accuracy of the data collected and the designs, drawings and construction drawings prepared by him as a part of the Project. He shall indemnify the department through a performance guarantee against any action arising out of such inaccuracies in the work, which might surface at any time at a later date of implementation of the project.

The bank guarantee shall be valid for the entire period of the consultancy contract including extensions, if any. The bank guarantee shall be released on successful completion of consultancy work and on finding the accuracy of data/design/ drawings by the department including data supplied by the consultant in the technical bid.

## **APPROVAL AND LIABILITIES**

The Consultant shall inform the Employer about the name, professional qualifications and experience of sub-consultants proposed to be engaged by him, if any, and obtain prior written approval of the Employer for such engagement. However, the Consultant shall be responsible for the correctness and accuracy of designs and drawings prepared by sub-consultants.

The Consultant shall be responsible for technical soundness of the services rendered by him or his sub-consultants.

The Consultant shall supervise the said work to ensure that the work is carried out generally in accordance with the drawings, specifications, and his own concept. Appointment of Employer's own supervisory staff shall not absolve the Consultant of his responsibility of supervision.

It shall be responsibility of the Consultant and his sub-consultants to prepare all design and drawings in accordance with the relevant BIS codes of practice and bye- laws.

The Consultant hereby agrees that the fee to be paid as provided in this agreement shall be in full discharge of functions to be performed by him and no claim whatsoever shall be made against the Employer in respect of any proprietary rights or copy rights relating to the plans, drawings, and specifications on his part or on the part of any other party.

The drawings, design, related details and specifications prepared and acquired by the Consultant for the work entrusted to him under this agreement shall become the property of the Employer. The drawings, design, plans related details, and specifications shall not be issued to any other person, firm or authority or used by the Consultant for any other project without the prior permission of the Employer.

The Consultant shall not assign, sub-let, transfer any obligation or right of the Consultant under this agreement without the written consent of the Employer.

The Consultant shall indemnify and keep indemnified the Employer against any claim regarding drawings, designs, plans, related details and specifications prepared and acquired for the work entrusted to him under this agreement by any other party and against all costs and expenses incurred by the Employer in defending themselves against such claims.

The scope of work covers all consultancy services mentioned in this document.

### 15.0 INSURANCE

The consultant shall have to submit profession liability insurance for this project.

### 16.0 TIME FRAME:

S. NO.	Activities	Cumulative Period (Time in months)	Withheld Amount for non achievement of Milestone
<b>A</b>	<b>PRELIMINARY STAGE</b>	<b>Cumulative period for stage A</b>	<b>1.5% of Tender Amount</b>
A.1	Submission of system Plan incorporating the strategy for the total project delivery and submission of Design methodology	0.5	
A.2	Submission of Conceptual drawings, Layout Plan	1.0	
A.3	Submission of preliminary project report including preliminary cost estimate of project	0.5	
<b>B</b>	<b>APPROVAL STAGE FOR LOCAL BODIES</b>	<b>Cumulative period for stage B started after approval of stage „A“ by client/ department</b>	<b>1.5% of Tender Amount</b>
<b>B.1</b>	Submission of application with plan & LOP to local body for approval of, EIA Study, if required and getting environmental clearance.	0.5	
<b>B.2</b>	Getting the approval from local body	2.0	
<b>C</b>	<b>PREPARATION OF DETAILED ESTIMATES, STRUCTURAL DESIGN AND TENDERING</b>	<b>Cumulative period for stage C started after approval of stage „B“ by client/ department</b>	<b>2.0% of Tender Amount</b>
C.1	Submission of detailed architectural drawings for Structural design and service drawings, submitting the Design Basis Report for the structural design and getting approval of DBR from the Engineer-in-charge.	0.5	
C.2	Submission of structural design and drawings with all input files to Proof consultants.	0.5	
C.3	Vetting all the structural drawings from the proof consultants including necessary modification if any proposed by proof consultants	0.5	
C.4	Submission of Detailed Estimate & Details of measurement, Analysis of rate, tender drawings, specification, draft tender document and Submission of final tender documents for call of tender	0.5	
C.5	Final “good for construction” architectural as well as structural, interior, including drawings required as per the scope of work for all buildings and all services so that no drawing is left out.	0.5	
	<b>Total</b>	<b>5 (Five) Months</b>	

D	EXECUTION AND COMPLETION		
D.1	Execution of Work (actual construction stage)	<b>Period as per progress of</b>	
		<b>work</b>	
D. 2	Submission and obtaining of completion certificate from the local bodies	<b>Period as per progress of work</b>	
D. 3	Occupancy Certificate to be obtained from local body and to be submitted to EE, Raipur.	<b>One month after completion of the building</b>	

**Note : The above mile stone may be rescheduled by the CE (Raipur) considering requirement of work and hindrances if any in achieving the mile stone.**

## **17.0 PAYMENT SCHEDULE**

### **Fee for Comprehensive Consultancy Services**

- 1 The Engineer-in-charge shall pay to the consultant for the services rendered by him for the said work. The consultant shall be paid fees as per schedule of payment and the agreement rates.
- 2 The Engineer-in-charge shall, however, have the liberty to omit, postpone or not to execute any item in the scope of work but the consultant shall not have liberty to omit, postpone or not execute any item in the scope of work of this bid document. The consultant shall not be entitled to any compensation or damages for such omission, postponement or non-execution of the item or items of work, except the fees which have become payable to him for the service actually rendered by him.
- 3 The consultancy fees/ rates tendered by the bidder are inclusive of fees payable by him to any other sub-consultant and associates, engaged by him. Nothing extra shall be payable on this account.
- 4 The fees payable to the consultant shall be toward full discharge of functions/services defined in the agreement item, scope of work and elsewhere in this bid document.
- 5 No claim whatsoever against the department in respect of any proprietary right or copy right by the consultant or any other party will be entertained. The consultant shall indemnify the department against any such claims.
- 6 If the consultant fails to execute any sub-component within specified time/extended time (as approved by Engineer-in-Charge) or the same is not to the satisfaction of Engineer- in-Charge, then the Engineer-in-Charge may get the same component executed at the risk & cost of consultant. The whole expenditure thus incurred for satisfactory execution of sub-component shall be recoverable from the consultant. The decision of Engineer-in-Charge in this matter will be final & binding.
- 7 If Project work is terminated at any stage or scope of work is reduced, for any reasons, not owing to fault of consultant, the amount of fee payable to the consultant for the work already done by him shall be as per payment stages defined in this bid document, for work done by him upto that stage. Consultant shall not be paid any other payment, loss of profit, interest etc. in such a case and decision of Engineer-in-Charge shall be final and binding on the Consultant.
- 8 *The stages of Payment for the complete work shall be done in two different parts i.e. the payment schedule for Convention Center and Cultural Center. The bidder shall quote separately for Convention and Cultural Center, accordingly the quoted cost for Convention and Cultural center shall be paid as per the respective tables given below.*
- 9 *Bidder shall quote his price as per as a whole as per scope of consultancy work defined in this*



*document. For Activity no.1, nothing extra shall be paid or recovered for any increase or decrease in area of site or Plinth Area, etc.*

**Payment Schedule:**

<b>Sl. NO.</b>	<b>Activities</b>	<b>% of total fee payable</b>	<b>Cumulative %</b>
<b>A</b>	<b>PRELIMINARY STAGE</b>		
	On Submission and approval of Conceptual drawings and Master Plan.	5	5
	On Submission of preliminary project report including preliminary drawings, preliminary cost estimate of all project components.	5	10
<b>B</b>	<b>APPROVAL STAGE</b>		
	On approval from local bodies and Environmental clearance if required	5	15
<b>C</b>	<b>PREPARATION OF DETAILED ESTIMATES, STRUCTURAL DESIGN AND TENDERING</b>		
C.1	On Submission detailed architectural drawings, structural and service drawings for all buildings	10	25
C.2	On Submission of Detail Estimate & Details of measurement, Analysis of rate, tender drawings, specification and draft tender document for all the building and services.	10	35
C.3	On Submission of tender documents for call of tender.	5	40
C.5	On Issue of "good for construction" drawings for all the building and all services as per the scope of the work	10	50
<b>D</b>	<b>EXECUTION AND COMPLETION</b>		
D.1	On completion of construction (50% work)	10	60
D.2	On completion of construction (100% work)	10	70
D.3	On completion of all services civil, electrical and horticulture, landscaping etc.	10	80
D.3	On obtaining all the required NOCs from local bodies, and submission of application of	10	90
	Occupation Certificate to the local body including submission of "As Built" drawing for all the building and all services.		
D.4	On receipt of the Occupation Certificate from the local body, obtaining maximum up to 5 star rating from GRIHA/IGBC	10	100

Note:

1. Payment of fee for various stages as detailed above shall be considered as due only when all works upto that stage are completed. However, Intermediate payment on pro-rata basis shall be admissible for release to the consultant with prior approval of the CE Raipur.
2. For running payments, the consultants shall submit necessary bill in duplicate.

**The First payment shall be made when the consultant has executed the work quantum of at least 20% of the quoted amount or as decided by the Engineer-in-charge.**

<b>Signed for and on behalf of consultant.</b>		<b>Signed for and on behalf of President of India.</b>
		Executive Engineer Central P.W.D., Raipur

### ADDITIONAL CONDITIONS

**(A) RESPONSIBILITIES OF ENGINEER-IN-CHARGE**

The following shall be the responsibilities of the Engineer-in-charge:

- 1 Provide detailed requirements of the project
- 2 Compile and invite Bids, award works, supervise the work under construction and discharge all the liabilities of various firms engaged in the work.
- 3 Take note of the observations made by the Consultant on their site inspection and ensure the correction of deficiencies in the work pointed out by them, if warrants.
- 4 Approval of drawings submitted by consultant for approval of Engineer-in-charge.

**(B) RESPONSIBILITIES OF THE CONSULTING FIRM**

- 1 The Consultant shall execute all works/provide consultancy services as per scope of work and terms & conditions of this bid document.
- 2 The department may provide conceptual architectural drawings to the consultant and he shall incorporate the concept suitably in the architectural drawings as per discussion with department and client.
- 3 Consultant shall propose 2 or more alternatives for specifications of various items proposed in the design and drawings for consideration and approval of the Engineer-in-charge and specifications approved by Engineer-in-charge shall be final and binding on consultant for adoption and final submission of design & drawings.
- 4 The Consultant shall assume full responsibility for the designs and specifications for items described in the scope of work in accordance with the relevant Indian Standards and other established codes.
- 5 The Engineer-in-charges / his authorized engineers will have full access to the details, calculations and designs for architectural, civil, electrical and mechanical works for the purpose of scrutiny and satisfying themselves on correctness of data. The design engineer of the Consultants shall be available to render all help for the above scrutiny at Engineer-in-charge's office or at a place as directed by Engineer-in-charge.
- 6 The Consultant shall advise the Engineer-in-charge regarding the work under execution during their visits to the site and submit reports on their observation.
- 7 Any deviations from the approved drawings or specifications that may be observed by the Consultant shall be given in writing by him to the Engineer-in-charge who shall issue necessary instructions to the executing agencies.
- 8 No change is to be made by the Consultant in the approved drawings and specifications at site

without the prior written consent of the Engineer-in-charge.

- 9 The Consultant, within fees mentioned in this agreement shall, for the scope of work and services to be rendered thereon, engage qualified sub consultants with prior approval of competent authority as defined in this bid document. The remuneration for any such sub consultants appointed by the consultant for the services under this agreement shall be borne by the Consultant at his cost.
- 10 Except as above, the Consultant shall not assign, sublet or transfer their interest in the Agreement without the written consent of the Engineer-in-charge.
- 11 Noting extra shall be paid on account of presentation and visit.
- 12 Noting extra shall be paid on account of time to time visit with the CPWD & RBI for discussion and consultation.

**(C) General**

- 1 The Consultant should preferably interact closely with reputed Institutes with view to take relevant inputs from them for Architectural and Engineering designs.

The scope of the work mentioned in this Bid Document is broad and suggestive. Notwithstanding the scope of the work and role of consultant mentioned elsewhere in this Bid Document, the consultant is required to provide consultancy services on all aspects of the work for completing comprehensive planning and designing for **“Providing Architectural & Engineering Consultancy Services for Construction of Residential Complex for Reserve Bank of India on Bank’s land at Plot No. C-05, Village Nawagaon, Tehsil Arang, sector 26, Atal Nagar, Nava Raipur ( C.G.).”**

**SH: - Preparation of Development of Master Plan with Concept & Detailed Architectural plans and drawings etc. Services of civil work (Internal and external water supply, sewerage and movements etc.), Electrical work – (Internal and external cable layout and other services etc.) & Horticulture works (Earth filling, grassing, tree plantations, Shrubs and plotted plants etc. ) & Structural drawings in all shaped form including of providing of relevant data”**

- 1 However, the Engineer-in-charge reserves the right to exclude any of the above services from the scope of the consultant’s work. In case of withdrawal of any services form the scope of consultant’s work at later stage, the consultant shall be paid for the work done by him upto the date of withdrawal of such item/item of work and services.
- 2 The consultant shall maintain constant and regular interaction with the department, nodal authority of RBI, CPWD and proof consultants approved by department, for execution of his services under this contract.
- 3 The consultant shall provide services during execution phase also. All necessary modification/corrections in design and drawing shall be carried out by the consultant as and when required.
- 7 The Consultant shall assist the department regarding the sequence and methodology of construction.
- 8 The Consultant shall coordinate with the department and attend meetings with the department as and when required including meeting with the client and contractors during construction phase.
- 9 The consultant shall also assist the department in making presentation. Necessary inputs for presentation shall be provided by the consultant.

## *Chapter-3*

### **Architect's Brief (As Per Bank's Requirements)**

CORRECTION\_\_**NIL**\_\_\_\_INSERTION   **NIL** \_\_\_\_\_  
CUTTING\_\_**NIL**\_\_\_\_OVERWRITING   **NIL**\_\_\_\_\_AE\_\_\_\_\_EE

**The Project details:**

Sl. No.	Description	Remarks
1	Name of the Project	<b>Construction of Residential complex for Staff/Officers' at Sector 26, Atal Nagar, Nava Raipur, Chhattisgarh</b>
2	Leasehold/Freehold	<b>Leasehold-</b> Lease deed is executed between Atal Nagar Vikas Pradhikaran (ANVP-Special area development authority) and RBI, Raipur for a period of 30 years from September 29, 2018 and the said lease shall be renewed for every 30 years subject to conditions stipulated in Lease Deed.
3.	Plot location	Plot C 5, Sector 26, Atal Nagar, Village- Nawagaon, Tahsil-Arang, Raipur, Chhattisgarh-492101 ODP plan 2031 and location map ( <b>Annex I</b> ) and FSI, Coverage Area, Maximum Height as per Naya Raipur Development Plan ( <b>Annex II</b> )
4	Plot area	<b>30000</b> sqm. (3 Hectare)
5	Plot area bounded by	60 mtr. wide existing road on two sides and Plot C4, C-6 for remaining two sides.
5	Permissible FSI	<b>1.30</b> (as per DP 2031). However, maximum FSI that could be available for the Bank for utilizing the full potential of the plot may be assessed as per prevailing local bye-laws, DP guidelines and accordingly modified.
6	Permissible Built-up area	<b>39,000</b> sq mtrs. ( <b>4,19,796 sqft</b> ) based on FSI 1.3
7	Built up area of each category offlat for staff/officers	(Grade F- RD) - Approx. 2700 sq ft (250.83 sqm). (Grade D/E/F) - Approx. 1800 sq ft (167.22 sqm). (Grade B & C) - Approx. 1440 sq ft (133.77 sqm). (Grade A) - Approx. 1200 sq ft (111.48 sqm). (Class III type) - Approx. 1200 sq ft (111.48 sqm). (Class IV type) - Approx. 900 sq ft (83.612 sqm).  <b>Executive VOF- Approx. 1800 sq ft (167.22 sqm) (will be considered in Grade D &amp; above type flats)</b>  <b>VOF- Approx. 600 to 720 sq ft (55.74 to 66.88 sqm) (will be considered in Grade B &amp; C or Grade A typeflats)</b> <b>THH- Approx. 600 sq ft (55.74 sqm) (will be considered in Class III/Grade A type flats)</b>  <b>Single Flatlets/ sharing accommodation - Approx. 322.92 sq ft(30sqm)</b> <b>However, the suitability of size and location of Executive VOF, VOF, THH flats, Single Flatlets/ sharing accommodation may be considered at the time of preparation of Preliminary Architectural Drawing (PAD)(Floor plans) and accordingly modified with the approval of RBI.</b>  Built-up Area mentioned herein above is exclusive of balcony/ sleeping-out terrace, staircase, lift, lift/staircase lobby, common passages, service shafts, etc.

8	General provision	<p><b>(Grade F- RD) - 3 BHK with three toilets + Separate guest room with attached toilet.</b>  <b>(Grade D/E/F) - 3 BHK with three toilets (Grade B &amp; C) – 2<sup>1/2</sup> BHK with two toilets(Grade A) - 2 BHK with two toilets (Class III type) - 2 BHK with two toilets (Class IV type) – 1<sup>1/2</sup> BHK with two toilets.Executive VOF- 3 BHK with three toilets VOF, THH- 2 BHK with two toilets</b>  <b>Single Flatlets/ sharing accommodation- Flatlets will be provided in two or three flats preferably on ground floor with independent access. The flatlets will have a bedroom with attached bath, WC, platform for preparation of coffee, tea etc.</b></p>
		<p><b>The details below are indicative only.</b></p> <p>The flat shall have Drawing cum Living cum Dining Room/Master bedroom with attached toilet/2nd bedroom with or without attached toilet /guest bedroom or Study room/ modular kitchen/ balcony. The balcony attached to kitchen shall be a wet balcony. The above provision is subject to review for each category/class and approval of RBI.</p> <p><b>Other / Additional Requirements:</b> Staircase, lift, lift/staircase lobby, common passages, Service Room on each floor, lift machine room, service shafts, common access way etc. shall be provided additional to the built-up area of the flats mentioned above. One. entrance foyer shall be provided at GF / lower-most floor.</p>
8	Total number of flats	<p><b>(Grade F- RD) – 01 No (Grade D/E/F) – 06 Nos (Grade B &amp; C) – 34 Nos (Grade A) – 34 Nos (Class III type) – 27 Nos (Class IV type) – 12 Nos.Executive VOF -01 No VOF- 06 Nos, THH- 03 Nos</b>  <b>Single Flatlet/sharing accommodation- 03 Nos</b>  <b>NosTotal numbers= 127 Nos</b></p> <p>However, the total numbers of flats shall be assessed by the Project Architect based on site feasibility, permissible built-up area and maximum FSI available as per extant guidelines. <b>Further, the separate gated premises within the plot area may be explored for Class III and Class IV along with necessary amenities like community hall including small gymnasium, dispensary etc.</b></p>
9	Car Parking	<p>Number of car parking per flat = 02 nos for Grade B &amp; above and 1.5 for others. Approximately 15 sq. m. built-up area for each covered car parking will be required to be provided. This built-up area shall be exclusive of drive-ways, turnings, etc. Apart from above, some open to sky car parking slots (<b>of approx. 100 numbers capacity</b>) for visitors shall also be planned as per the requirements of local controlling authorities. <b>Car wash zone including 04 Nos Electric Vehicles charging stations.</b></p>

10	Common Amenities	
	A) Caretaker's Block	<p><b>The details below are indicative only. Actual areamay be suitably modified</b></p> <ul style="list-style-type: none"> <li>• Caretaker's office (15 sq. m.)</li> <li>• Toilet attached to Care-taker Office (4.0 sq. m)</li> <li>• Caretaker's store attached to Care-taker Office(25 sq. m).</li> <li>• Change-room cum storeroom for male staff (15sq. m)</li> <li>• Change-room cum storeroom for Female staff(15 sq. m)</li> <li>• Separate Ladies toilets and washing places formaintenance staff (5.5 sq. m)</li> <li>• Separate Gents toilets and washing places formaintenance staff (5.5 sq.m)</li> <li>• Office of the Bank's engineer adjacent to thecaretaker's office. (15 sq. m.)</li> <li>• Attached toilet for Engineer's Office (4.0 sq.m)</li> <li>• Dispensary having a Doctor's Room (15 sq. m.)</li> <li>• Attached toilet to Doctor's Cabin (4.0 sq.m)</li> <li>• Waiting cum medicine dispensing room forpatients (20 sq. m)</li> <li>• EPABX / Telephone / CCTV Control Room(12sq.m)</li> </ul>
	B) Club House	<p><b>The details below are indicative only. Actual areamay be suitably modified</b></p> <ul style="list-style-type: none"> <li>• A Community Hall (for class III and Class IV) (ceiling height as per latest norms for two Badminton Court),(area mentioned excludes the area for indoorstage and green rooms) (160 sq. m.)</li> <li>• An indoor stage for performing functions inCommunity Hall (8 m wide x 5 m deep)</li> <li>• Two greenrooms (one for gents and other for ladies) behind the stage with attached toilets (9sq. m each)</li> <li>• Health club rooms to accommodate Fitness Equipment's like, Tread Mill, Exercise-cycle, indoor Table Tennis, etc. shall be provided. (150to 180 sq. m.)</li> <li>• One toilet for gents attached to Health Club (7.5sq. m).</li> <li>• One toilet for Ladies attached to Health Club (7.5 sq. m)</li> <li>• storeroom for storing indoor games' equipment(7.5 sq. m)</li> <li>• Club house (independent) including Library, Computer Room and meditation room (200 sqm)</li> <li>• Open air platform (8 x 5 m).</li> <li>• Basketball Court (01 No).</li> </ul>

	C) Security Block	<p><b>The details below are indicative only. Actual areamay be suitably modified</b></p> <ul style="list-style-type: none"> <li>• A bigger Watchman Cabin near the compoundMain gate. (12 to 15 sq. m)</li> <li>• Security Lobby attached to watchman cabin (20to 25 sq. m)</li> <li>• Driver's waiting cum Rest Room near to theWatch Men Cabin (10.00 sq. m).</li> <li>• Pump room (12 sq. m to 16 sq. m)</li> <li>• Substation room (Adequate to accommodate the planned substation equipment)</li> <li>• Electrical Meter Room to accommodate all Electrical meters (15 sq. m to 25 sq. m for eachtower.)</li> </ul>
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## General Requirements

The Architect shall **Providing Comprehensive Consultancy for “Construction of Residential Complex for Reserve Bank of India on Bank’s land at Plot No. C-05, Village Nawagaon, Tehsil Arang, sector 26, Atal Nagar, Nava Raipur ( C.G.).”**

**SH: - Preparation of detailed Master plan, Concept and Detailed Architectural drawings, Coordinated drawings, for building, site development and services etc. including Structural detailing, Detailed Project Report, Tender documents, walk through and obtaining of necessary approvals from RBI, CPWD, Local body and others by fulfilling of all bylaws and requirement of client department.**

The buildings should be designed for earthquake resistance as per the latest relevant IS codes.

### **Basic consideration during planning/preliminary stage:**

- While planning the maximum utilisation of available space within the constraints of the local bylaws shall be objective and the development shall aim at creating a healthy environment with an optimum density of population in the colony. Simultaneously maintaining an un-crowded appearance and interesting layout with adequate space for developing green areas, Municipal/Fire Brigade / NBC/IGBC/GRIHA provisions shall be kept in view in the overall planning exercise.
- Certain essential design parameters shall also be kept in view while preparing the scheme, e.g., design efficiency, perimeter to plinth area ratio, window to carpet area ratio, road surface area to plot area ratio so as to keep planning economical.
- Sufficient open space for ensuring requisite off-sets shall be left while planning the layout of residential quarters.
- Orientation of the blocks shall suit the prevailing wind direction in the region and such other climatic factors that may be considered relevant and advantageous. Also, the privacy and comfort of the occupants shall be kept in view.
- Blocks of flats shall be grouped into clusters or rows ensuring that the existing topography is taken advantage of to the extent possible and that the layout looks interesting.
- **Amenities** for the project includes modular kitchen, built-in-cupboards, covered lofts, drapery rods, provision for installation of AC units, cooking range, chimney, dish washer, washing machine, water heaters for bathrooms (storage type), medicine chests, fans, electrical fittings, PNG, electricity, water supply, drainage connections, telephone cable, TV cable, data cable, Centralized Video Door Phone with intercom facility etc. to be provided in each flat. **For class III and class IV type flat , some of the facilities like cooking range, chimney, Centralized video door phone may not be provided but intercom facility may be provided.**

Common amenities in a building shall include but not limited to electricity meter room, lifts,

staircase, staircase cum lift lobby, letter-box-cum-directory-board, CCTV, solar panels and solar water heater, overhead water storage tanks, lift machine room, staircase-mummy room, lightning arrester, aviation light, etc. at terrace, lighting arrangements for these areas, etc and any other facility necessary for the project as per the stipulations of the National Building Code, National Electric Code, Relevant IS codes and also the local bye-laws & statutory requirements.

- **Utilities Buildings** such as Security cum Reception Office right at the entrance of the residential complex; Club House, Gym & Indoor Badminton Hall, Indoor table tennis, Separate toilets for Ladies and Gents etc.; Caretaker's Office cum Store complex having Dispensary with Doctor's Room, Maintenance Engineer office & Staff Room, etc. with toilet; Pump room; Substation room; Car and Two-wheeler/bicycle Parking etc. may also be considered in the Planning/development.
- **External Development** such as Entrance Gate, Compound Wall, roads, footpaths, substations and power supply distribution system, water supply distribution system, overhead water tank, water sump, waste water drainage, sewerage system including STP for effective recycling of the waste water, storm water drains with rain water harvesting,

street/garden lighting, horticulture, garden, children play equipment's, external type gym equipments, Electrical charging points / facility for charging Electrical vehicles, other public amenities like flag-hoisting arrangement, solid waste dump-cum disposal system, fire alarm system and fire-fighting arrangement, etc. as per National Building Code, Grid- interactive Solar-power Generating plants, other types of renewable energy generation, etc., arrangements for differently-abled-persons, arrangement for "Green-Building" conforming to "Platinum/Highest" rating from Indian Green Building Council (IGBC)/GRIHA, etc. may also be considered in the planning/development.

### **1. Brief details of amenities/requirements:**

<b>Sr No</b>	<b>Details of item</b>	
<b>1</b>	<b>Details of Common Amenities</b>	
<b>a</b>	<b>Lift Lobby</b>	Approx. width of Lift Lobby at any floor level shall be 3.0m or as per extant guidelines/relevant IS standards/NBC
<b>b</b>	<b>Building Entrance Lobby</b>	A spacious building entrance lobby shall be provided (Approx. width shall be 8.0 m and length shall be considered suitably more than 8.0m approx.) or as per extant guidelines/relevant IS standards/NBC
<b>c</b>	<b>Parking</b>	Parking arrangement shall be considered at the basement/stilt or Podium level of the building itself with a clear head room of 2.40m under soffit of beams at any location or prevailing local bye-laws/relevant IS standard /NBC.

<b>E</b>	<b>Common Amenities</b>	Compound Gate, Entrance Foyer, and Watchman Booth/Security Lobby with security System etc. for the colony. Internal roads, pathways, Jogging Track, Signage, etc. Storm water drainage/ Rainwater harvesting, Road, yard, gate, staircase & roof terrace lighting, Natural Piped Gas, Video DoorPhone with intercom facility( <b>For class III and Class IV type, only intercom facility may be provided</b> ), Chandeliers, Decorative Lights, network cabling for telephone, data and cable TV including suitable provision for laying/ drawing of optical fibre cable, Lightning conductor, Flag Mast, Fire alarm and Fire Fighting system, Garbage collection and disposal, Outdoor Games/ play equipment/ All Electrical fittings, Fixtures,Light Fittings, RBI letter and numerical shall be provided as detailed in the Scale of Amenities PNG / electricity / water supply / drainage connections, lifts, staircase, staircase cum lift lobby, letter-box-cum-directory-board, dish antenna / solar panels and solar water heater / overhead water storage tanks, lift machine room, staircase-mumty room, lighting arrester,aviation light, etc. at terrace, lighting arrangements for these areas, etc. telephone cable, TV cable, data cable, water heaters for bathrooms (storage type), etc. to be provided in each and every flat. Any other Amenities specified elsewhere as advised by RBI
<b>F</b>	<b>Community Hall /Club house</b>	A Community Hall/Club House complex with the Utility building shall be considered to have a hall, an indoor stage of suitable size for performing cultural functions, two greenrooms (one for gents and other for ladies) behind the stage, etc..
<b>G</b>	<b>Open air platform</b>	An open-air platform to facilitate community functions shall be considered
<b>H</b>	<b>Water supply/ Shallow Well/ Tube-well / Wastewater recycling</b>	The water supply systems for the total requirement shall be designed as per local bye-laws. The total water requirements till final stage shall be estimated and provision for the required underground sumps and overhead tanks shall be made. The water supply GRID system shall be designed such that, with progressive development of the Housing Complex, the new facilities can be integrated with the GRID to the possible extent.All pipes and conduits shall conform to the relevant BIS codes.
<b>I</b>	<b>Compound wall, Compound Gate, Entrance Foyer, Watchman Booth/Security</b>	A stone/brick/RCC compound wall shall be designed as per Bank's approved design and prevailing local byelaws  There shall be Covered Entrance Gate having enough height and width to allow container trucks/fire tender to come in for
	<b>Lobby with security System etc.</b>	intended purpose. As far as possible only one entry/exit point to the colony shall be provided for security reasons. The colony shall have an attractive main entrance exquisitely designed in Marble & Granite or approved by RBI. A Watchman Cabin cum Security Lobby of suitable size shall be built near the compound gate. Security Lobby shall have sitting arrangements for the visitors. The security systems having modern security gadgets shall be provided in security lobby. Intercom connection to all the houses in the colony shall be provided from the security lobby so that permission can be taken before allowing the visitors.

<b>j</b>	<b>Garden/</b> Green spaces and Landscaped Gardenswith Children Play Park.	Colony shall be spruced up with horticultural gardens,landscaping and play areas for children with the help of horticultural experts. Small plants along the internal roads/pathways and lawns and flower beds in front of the buildings shall be provided. In addition, trees like Ashoka, Neem etc. shall be planted on the periphery of the colony. Minimum area of a well-prepared grass lawn shall be 30% of the total open space or as per requirement of local bye-laws.
<b>k</b>	<b>Under Ground (UG) Water Tanks, Over Head (OH) Water Tanks</b>	Provision of sufficient capacity of RCC Under Ground Tank andRCC Over Head Tank shall be considered for storage of water for drinking, flushing / bathe, firefighting, other purpose etc as per extant guidelines and prevailing local bye-laws. There shallbe separate chambers for storage of water from Municipal source, wells, bore wells etc. Proper water proofing shall also be considered for external and internal walls of the tank.
<b>l</b>	<b>Service Shafts</b>	All drainage, sewer pipes, wastewater pipes, service connection lines etc. shall be drawn / taken / provided through concealed service ducts with easy access for maintenance shall be considered. An exclusive duct for meeting future requirements like providing Garbage Chute etc. shall also be considered
<b>m</b>	<b>Service Room</b>	Provision of a room shall be considered on each floor for Service connections such as Cable TV termination panels, telephone / internet termination points etc. Access to the Service Shafts including the shaft for Garbage Chute shall be from this room.
<b>n</b>	<b>Water Proofing</b>	The water proofing with polymer coating / PU/integral cement- based water proofing treatment using products of M/s Fosroc /BASF / SIKA/ MC- Bauchemie or approved equivalent shall beconsidered.
<b>o</b>	<b>Flooring</b>	Flooring in Pump Room, Electrical Room, Substation, STP Room etc. shall be done with epoxy / PU flooring or approved by RBI shall be considered.

<b>P</b>	<b>External Developments</b>	<p>all external services including roads, footpaths, water supply distribution system, Overhead water tank, water sump, sewerage system, Storm water drains with rainwater harvesting, street lighting, horticulture and other public amenities as per NBC/ relevant IS code. These include the following.</p> <ul style="list-style-type: none"> <li>(i) Design 2 lane RCC roads according to IRC standards covering the proposed master plan area. Proper drainage and culverts where required shall be considered.</li> <li>(ii) Design the sewer system covering the entire master plan area, complete with Sewage Treatment Plant and arrangement for wastewater recycling for using in gardening and horticulture. Also the system shall be connected to Municipal Drainage system after obtaining necessary statutory approvals.</li> <li>(iii) Design storm water drains which will also collectrainwater from roofs of buildings shall be considered with rainwater harvesting at appropriate locations. Also, the system shall be connected to Municipal Drainage system after obtaining necessary statutory approvals.</li> <li>(iv) Design planting trees, provision of lawn, horticulture, landscaping around the proposed buildings, create parks and children's playground and maintain them during the defect liability period</li> </ul>
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**Electrical related requirements:****A. General Requirement:**

The planning and designing for the electrical work. shall include the following components:

- (i) Assessment of electrical load and power requirement for the entire premises envisaged in the final layout plan.
- (ii) Setting up substation along with transformers, HT/ LT panels, arranging provision of LT supply through meter (from State Discom) for individual flats, interconnecting cabling, earthing, substation safeties etc. as per the applicability and the requirement of local electricity authority norms.
- (iii) Power distribution from main LT panel with UG cabling system, feeder pillar / LT panels to feed power to residential units / blocks and other buildings envisaged in the final layoutplan.
- (iv) DG set of adequate capacity to cater to the emergency load as indicated in this document.
- (v) Street lighting including other lighting like area lighting if any, compound lighting, at the entrance of colony and individual buildings with Decorative LED light fittings to meet functional/aesthetic requirements.
- (vi) Electrification of residential units/other building as per Bank's norms / instructions and CPWD specifications including providing the electrical fittings such as ceiling fans, exhaustfan, light fittings, call bells, geysers etc.
- (vii) Meter boards and energy meters in the electrical meter room for each residential block as per the applicability and the requirement of local electricity authority norms.
- (viii) Adequate capacity pump sets for water supply, horticulture, including their plumbing, UG/OH tank level indicators, automation of operation of pump sets to reduce operation cost by reducing manpower requirement. One spare pump of similar capacity, for each type of pump, as standby shall be provided to take care of any emergencies.
- (ix) To provide telephone, data cable, TV cable wiring with suitable outlets for all rooms in residential units and other buildings.

- (x) To provide centralised video door phones with intercom facility for all residential units(**Only intercom facility for Class III/Class IV type flats**)with master video recording unit at Security Entrance Cabin at the Gate.
- (xi) To provide rooftop grid interactive solar power systems for harnessing the solar energy potential.
- (xii) To provide fire extinguishers and firefighting system as per Local Fire Authority requirements.
- (xiii) To provide fire alarm system in the residential block / other blocks as per the Local Fire Authority requirements/NBC Codes.
- (xiv) To provide lift / staircase pressurisation system in the residential block / other blocks, if required as per the Local Fire Authority requirements/NBC Codes.
- (xv) To provide minimum two lifts in each residential block having more than 2 storey structure. One of the two lifts in each residential shall be bed lift type.
- (xvi) To provide Air-conditioning system in common areas such as: community hall, dispensary, caretaker room, VOF blocks etc.
- (xvii) To provide water filters (preferably UV based) in all the residential flats.
- (xviii) To provide electrical chimney in all the residential flats for officers.
- (xix) Planning and designing CCTV system to cover periphery and entrances (Main gate and Tower entrances).
- (xx) To provide boom barriers of adequate height for at all the entrance of the premises.
- (xxi) To provide sufficient numbers of e-vehicle charging points in the parking area as per green building norms and local electricity authority norms.

**B. Note:**

- (i) All the electrical supply lines shall be suitably routed with right of way for each service cable with provision for road crossing etc. and provision for suitable entry in to various buildings so that subsequently it can be maintained without dismantling other services and need of road cutting.
- (ii) Preparation of drawings for approval from Electrical Inspectorate/CEA and liaison work with Electricity Boards / Statutory Bodies for getting power connection from State Electricity Board for the residential premises will be in the scope of Architect.

- (iii) Adequate number of suitable size of pipes for road crossing shall be provided for future use.
- (iv) Adequate number of conduits / channels / pipes may be laid in the premises in underground / concealed manner, to enable at least four different FTTH service providers, to lay their fibre cable network in the premises to provide FTTH connection to all the residential units

### **C. Performance Guarantee and all-Inclusive Annual Maintenance Contract for Equipment**

Architect shall incorporate appropriate provisions for all-inclusive comprehensive annual maintenance service contract for the estimate life of the following equipment/ system directly from the OEM / agency providing these systems:

- i) Fire Alarm System – 8 years
- ii) Lifts – 20 years
- iii) Video Door Phone including Intercom System – 8 years
- iv) Water Purifiers – 5 years
- v) Solar Power System – 10 years
- vi) Air Conditioning System – 5 years
- vii) CCTV system (including UPS) – 8 years.
- viii) Performance guarantee for Water proofing Treatment -10 years
- ix) Performance Guarantee for Damp proofing – 10 years
- x) Performance Guarantee for STP – 10 years

For this purpose, the OEM / agency supplying these systems shall execute a contract with the Bank for providing all-inclusive comprehensive annual maintenance service contract for the estimate life (as given) of respective equipment/ system. Architect shall also make provisions for submission of Bank Guarantee / scope of work / AMC charges renewal clauses during the currency of AMC period. The upper ceiling of AMC charges in terms of percentage of capital cost of each of the above item, may be specified in the tender.

### **D. Details of Requirements:**

#### **Lifts:**

In all the buildings, state of the art electric elevators/lifts shall be provided. It is always desirable to provide minimum two lifts in each tower to take care of breakdown situations. Higher number of lifts may be considered based on traffic analysis. Lifts shall be backed up with emergency



Power (DG Set). One of the lifts in each block shall be of bigger size suitable for transporting / carrying Stretcher to the top floors from Ground Floor and vice versa. Interior of the lift shall be finished with Stainless Steel, proper lighting etc. Flooring of the lift shall be with best quality Granite tiles. The lift shall be of latest technology, energy efficient, differently abled friendly with adequate safeties features

### **Electrical installations**

- i) The UG LT cabling shall be of adequate size of copper cable 1.1 KV grade, armoured, PVC/XLPE insulated and sheathed.
- ii) The incoming feeder cable to individual residential unit/ flat shall be of adequate capacity copper cable but of minimum 10 sq.mm copper cable/wire of 1.1KV grade. All feeder cables shall be about 20% higher capacity than the designed current capacity requirement.
- iii) Entire internal electrical work shall be in concealed conduits with FRLS copper wire of required sizes, concealed Distribution Boards MCB (DB) with ELCB and modular switches/sockets/fan regulators/telephone outlets etc. of good quality. The finishing details shall be properly planned by Architect and got approved by the Bank. Proper attention shall be given to the workmanship, line and level and final finishes to get a quality work. The number of light/plug/power/fan/water-heater points and the type of light/fan/water- heater fittings shall be got approved by the Employer. Call bell points / Telephone / CableTV / Cable Internet sockets etc. shall be provided as per requirements of the end-users and at suitable locations. Water pumps, all tube lights, lamps and other equipment used in the work shall be of highest energy efficiency rated wherever available.
- iv) The power outlet for AC units shall not be looped with other power points. The other powerpoints may be looped with a maximum of two points in one circuit. The switch for the AC and Geyser points shall be provided at convenient location for ease of operation.
- v) For convenience of users the power points (15A) shall be of combined type (i.e. both 5A as well as 15A plug tops).
- vi) 5A/6A sockets with 5 pins shall be provided, two middle pins which shall be operable with ease to use mobile/Tablet charging point. If required, two pin sockets may be provided additionally.
- vii) Step type electronic fan regulator with uniform speed control shall be provided.

- viii) Light points shall be provided in all rooms like, drawing/living/dining room, bedrooms, kitchen, bathrooms, water closets, toilets, above mirror in wash hand basin area, dressers, storerooms, washing machine / dishwasher / refrigerator etc., balconies, passages, sleep-out terraces, lofts, etc.
- ix) Ceiling fans shall be provided in all rooms like, drawing/living/dining room, bed/study/servant rooms, kitchen and storeroom. Fans with copper winding with double ball bearing shall be provided. The size of ceiling fan (sweep) and number of fans may be decided based on the room size. Exhaust fans provided in kitchen bathrooms, toilets, dressers etc shall be of light duty 9" /12" size with gravity louvers / flaps.
- x) Sufficient electrical plug points of suitable capacity and fittings shall be provided in all rooms like, drawing/living/dining room, bedrooms, for equipment like Computer, TV, Air Conditioners, etc.
- Electrical plug points and fittings shall be provided for washing machine / dish washer etc., in washing machine enclosure.
  - Electrical plug points and fittings shall be provided in kitchen for refrigerator, microwave oven, toaster, mixer-grinder, hot plates, chimneys, hobs, water-purifier, storage type water-heaters, etc.
  - Electrical plug points and fittings shall be provided in bathrooms and toilets for storage type water-heaters.
  - Electrical plug points and fittings shall be provided near wash hand basin for shaver / beard trimmer/ hairdryer etc.
  - Electrical plug points and fittings shall be provided in dresser for hair-curler.
- xi) Telephone, Cable TV, Internet data wiring, plug points and fittings shall be provided in all rooms like, drawing/living/dining room, bedrooms.
- xii) All the points of LAN wiring, TV wiring points and the looped telephone wire inside flat shall terminate in a box (to house splitter, modem etc.) at a suitable central location at appropriate height inside the flat. From this central location, 3 empty conduit pipes to lay cables (TV, Telephone fibre etc.) shall be laid upto the shaft in each floor. Two 6 Amp power point shall also be provided inside the Box. The switch for these points may be kept at accessible height.

- xiii) Double door type MCB distribution board with adequate number of ways shall be provided in individual residential units. MCB distribution board should have at least two spare ways of lighting circuit and power circuit each. MCB distribution box should be of the same make as that of MCB. Minimum capacity of MCB shall be 10A for lighting and 20/16A for power. ELCB of sensitivity 30mA shall be provided inside each MCBDB.
- xiv) Individual meters for each flat to be provided at Meter Rooms only. The meter board shall be conforming to the requirements of local Electricity Board.
- xv) Solar water heaters may be considered to get highest green building rating. For hot water requirements individual geyser may be provided in bathroom and kitchen. If solar water heating system is installed, the piping may be planned in such a way that the output of solar water heating system will be input for the geyser to save energy.
- xvi) Rooftop area may be utilised for grid interactive solar power system and the power output of the same shall be connected to common utilities.
- xvii) Automatic ON/OFF control for water pumps based on liquid level controller may be provided.
- xviii) DG set with AMF panel shall be provided to meet the power requirement of the following emergency loads
- a. Pump sets for water supply
  - b. Sewage Treatment Plant (STP)
  - c. Security equipment
  - d. Lifts
  - e. EPABX / Centralised Video Door Phone
  - f. Light/ fan load of creche, dispensary, community room, VOF block, etc.
  - g. Area lighting, streetlights and staircase lighting for each block
- xix) Water purifier shall preferably be of UV type with minimum 1 litre per minute capacity. RO type water purifiers may be provided if the TDS level in the water is high.
- xx) Video Door phone with intercom facility shall be complete with low light colour CCD camera with infrared supply source, approx. 5" screen TFT type, integrated call bell and hands-free microphone-speaker unit with battery backup etc. To provide video door

phones for all residential units (**except Class III/Class IV**) with master video recording unit at Security Entrance Cabin at the Gate.’

- xxi) Lightning conductors / Arresters for protection shall be considered according to the recommendations of the Local Authorities or as incorporated in the National Building Code.
- xxii) Adequate number of wall-mounted decorative bracket fittings with easily replaceable LED lights shall be provided in drawing / dining / bed rooms of all residential units in addition to LED tube-lights.
- xxiii) One chandelier with easily replaceable LED lights shall be provided in Drawing / dining hall of residential units.
- xxiv) Street lighting with LED IP66 fittings (BEE star rated) of reputed make and hot dipped galvanized self-standing poles of required height shall be provided.
- xxv) General Area Lighting such as Lobby, Lift Lobby, Periphery, Terrace, Podium and Staircase Area etc. shall be with suitable LED light fittings.

### **E. Applicable specifications and codes (for Electrical Works)**

The project shall be designed in accordance with Bank's requirements and General Specifications for Electrical works and the systems shall be designed to meet the following:

- CPWD Specification
- BIS requirements
- NBC requirements
- Indian Electricity Rules
- ECBC Norms
- Local bye-laws

All standards, Technical specifications and Codes of practice referred to shall be of the latest editions including all applicable official amendments and revisions. Wherever Indian Standards do not cover some particular aspects of design/ construction/installation, relevant International Standards shall be referred to

### **Applicable Specifications and Codes (for other works)**

All the system will be designed and executed to meet the Bank's requirements and:

- ❖ BIS requirements
- ❖ NBC requirements

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- ❖ IRC specifications
- ❖ CPWD Specifications if BIS & NBC specifications are not available
- ❖ International (Construction Specifications Institute's) specifications if relevant Indian specifications are not available
- ❖ Local bye-laws

All Standards, Technical Specifications and Codes of practice referred to shall be of the latest editions including all applicable official amendments and revisions.

Wherever Indian Standards do not cover some particular aspects of design/construction/installation, relevant International Standards shall be referred to.

## **2. Existing Facilities: Electricity, water and sewerage**

In new construction plans, arrangements shall be considered to modify and augment these facilities to suit the entire requirement of the development project.

## **3. Energy Efficiency Requirements**

A list of measures taken for energy conservation shall be submitted and quantify the energy savings achieved as compared to conventional construction.

- 1) Use of day light
- 2) Use of solar heating /power
- 3) Use of appropriate architectural design, building orientation.
- 4) Use of environmental friendly construction materials/Techniques
- 5) Energy efficient lighting
- 6) Water harvesting
- 7) Wastewater recycling
- 8) Automation for energy management like auto switching ON/OFF of streetlights, auto operating pumps
- 9) Appropriate selection of glass (for window)
- 10) Surrounding greenery

## **4. Documents to be submitted with design**

All design calculations, documents and the references used in the design shall be submitted in hard and soft copies. It is also submitting desired number of copies of the following:

- i. Detailed drawings including the structural drawings, architectural drawings service drawings, landscape plans etc.

- ii. Standards and specifications being followed in the design and for materials to be used in a consolidated tender form
- iii. List of vendors from whom the materials are planned to be procured
- iv. List of equipment to be deployed on the site for the Project
- v. Quality systems to be adopted
- vi. Site safety plan to be adopted as required
- vii. Design data/ calculation.
- viii. Designing details of electrical systems such as Transformer, DG set capacity calculation, lift traffic load, etc

The Architect shall submit to the Bank, all Design Data together with the relevant Design Certificates. In the event that a re-submission of Design Data is required, such re-submission shall be made as soon as deemed suitable by the Bank after the receipt of the relevant statement of objections. All submissions of Design Data shall include 6 copies.

### **5. Approvals Required**

The Architect shall obtain all necessary approvals from Government and other local bodies including Municipal bodies, Water supply agencies concerned, Electric Supply Agencies concerned, Police and Security Agencies, Chief Controller of Explosives, Fire Department, Civil Aviation Department concerned, in accordance to prevailing rules, Building Bye-Lawsetc., as the case may be. Any statutory payments made by the Architect in connection, shall be reimbursement by Bank, on production of documentary evidence in support of having made such payment.

The approvals shall include the following in addition to any other approval which may be required for the project:

- Design and Planning Permit
- Commencement Certificate
- Environmental Clearance
- Tree Cutting Permit, if any
- NOC and Approval from Superintendent of Gardens
- NOC and Approval from Chief Fire Officer
- NOC and Approval from Lift Inspector where lifts are provided
- NOC & approval from Civil Aviation Authority
- NOC & approval from Heritage Committee, If any

- NOC & approval from Metro Rail Authorities / PWD / Telephone / Electricity Board / Police etc.
- NOC & approval from Archeological Survey of India / national monument authority or any similar authority
- Water Connection Permit
- Sewage Connection Permit
- Storm Water Connection Permit
- Sanction of Electrical load for Power Connection
- NOC and Approval from Pest Control Department
- Completion certificate
- Occupancy certificate
- Any other approvals required for occupation of the building.
- Green rating.

**General Information to Architect:**

The scope shall comprise of construction of multi-storey (high rise) RCC framed structure buildings with suitable foundations as per site conditions/prevaling local bye-laws. Car parking shall preferably be in basement floors/stilt floors or at Podium levels.

The data given by the Reserve Bank of India is only for information and guidance. Architect shall verify these data based on the prevailing local byelaws, necessary standards like NBC, relevant IS code etc. and shall be responsible for the overall design adequacy of the project.

**A.** Architect shall include the following and any other additional activities from conception to completion of the Project.

- The Buildings shall be planned and designed strictly in accordance with the provisions of NBC 2016 (or latest version thereof).
- The Buildings shall be designed suitable for the comfortable usage of differently abled persons also. The flats at the lowest floor at each building shall be provided with all the amenities required for fail-safe use by differently abled persons. For this purpose, necessary guidelines/ relevant IS codes/NBC standard, as the case may be, shall be followed.
- Preparation of the all the Plans including contour plan for the entire Residential Complex taking into account local building bye-laws and detailed layout plan for the total

requirement detailed by the Bank, by procuring the services of Surveyors, Architects, Interior Designers, etc.

- Getting Site Exploration done for earthquake-resistant design purpose by procuring Geo-Technical Consultants and specialized site-exploration agencies.
- Detailed design and construction of the flats for said project and other amenities, indicated for construction under this project.
- Concept Planning including design concept and concept for internal and external services
- Detailed engineering design including architectural design, structural design, design for all services, horticulture/landscaping design, preparing construction documents, structural drawings, electrical services design & drawings, internal telecommunication and networking, fire detection and protection systems design, Lifts and Lift Machine Rooms, rainwater harvesting & drawings and design & drawings for water supply & Public Health Engineering (PHE) etc. for the residential complex by procuring services of all relevant/necessary consultants, like Structural Consultant, Proof-Consultant, Water/Damp-proofing-Consultant, Plumbing and Sanitary Consultant, Pre-construction Anti-termite treatment Consultant, Consultants for designing Electrical /Fire- fighting/Rainwater Harvesting etc. Consultants for designing other Installations, etc. Consultant for obtaining GRIHA/IGBC, Consultants for Architectural designing, Consultants for Landscaping/Horticulture/Gardening, Consultants for sculptures/ murals, Interior Consultants, Consultants for designing plants for renewable energy/Sewage Treatment / Garbage-Dry waste treatment, etc. as may be required to successfully complete the project as a whole in all respects.
- Detailed project planning, construction schedule and project management to ensure completion of the Project as per the specified timelines (by CPM(Critical Path Method)/PERT(Program Evaluation and Review Technique)/ GERT (Graphical Evaluation and Review Technique)/PDM (Precedence Diagram Method) methods as may suit this project) shall be prepared and approved by RBI.
- Provision of all plant, like sewage treatment plant for wastewater recycling, solar water- heating plant, etc. and machinery like Diesel (Electricity) Generating sets, Air-conditioners, Water pumps, Recycled water pumps, sewage pumps, etc. as shall be considered.
- Getting all approvals / permissions / planning permits of the statutory / local / governmental agencies, etc. as required.
- Obtaining the necessary approvals required before commencement of work like clearing of the vegetation, cutting of trees, laying of approach roads etc.



- Submission of the completion (i.e. 'as-built') drawings and other related documents, botha hard copy and the soft copy in Auto CAD or any other application software used for thepurpose and also in PDF.
- All equipment necessary for power distribution and water supply for the newly constructed facilities including transformers, control panels, electrical wiring, bore wells, sumps, overhead water tanks, water treatment (purification/softening) plant for providing potable water for residential complex shall be considered.
- Design Rainwater harvesting for roof run-off and surface run-off.
- Obtaining occupancy certificate, completion certificate and related No-Objection- Certificates (NOCs) from statutory/ local/governmental agencies and handing over the same to the Bank.
- Any other activities required incidental to the above shall also be considered.

**B.** The selected designs shall become the property of RBI including its copyright. RBI reserves the right to modify the architectural concept and architectural design for use in any of its projects. The design shall be energy efficient and should employ best practices /latest versions of the Bureau Institute of Standards Codes of practice.

**C.** The Architect shall provide all the services and shall be responsible right through the entire duration of the project till the commissioning, handing over of the housing complex and during Defects Liability Period and, if required under this contract, also for the period of further maintenance, as may be stipulated in the various Comprehensive Annual-rate Maintenance Contracts (CAMC)/ Annual-rate Maintenance Contracts (AMC) for equipment, horticulture work, etc.

**D.** Specifications and scale of amenities prescribed by RBI shall be followed for design of the housing complex.

**E.** The Master Plan/ Architectural Concept & Architectural Designs shall include the following:

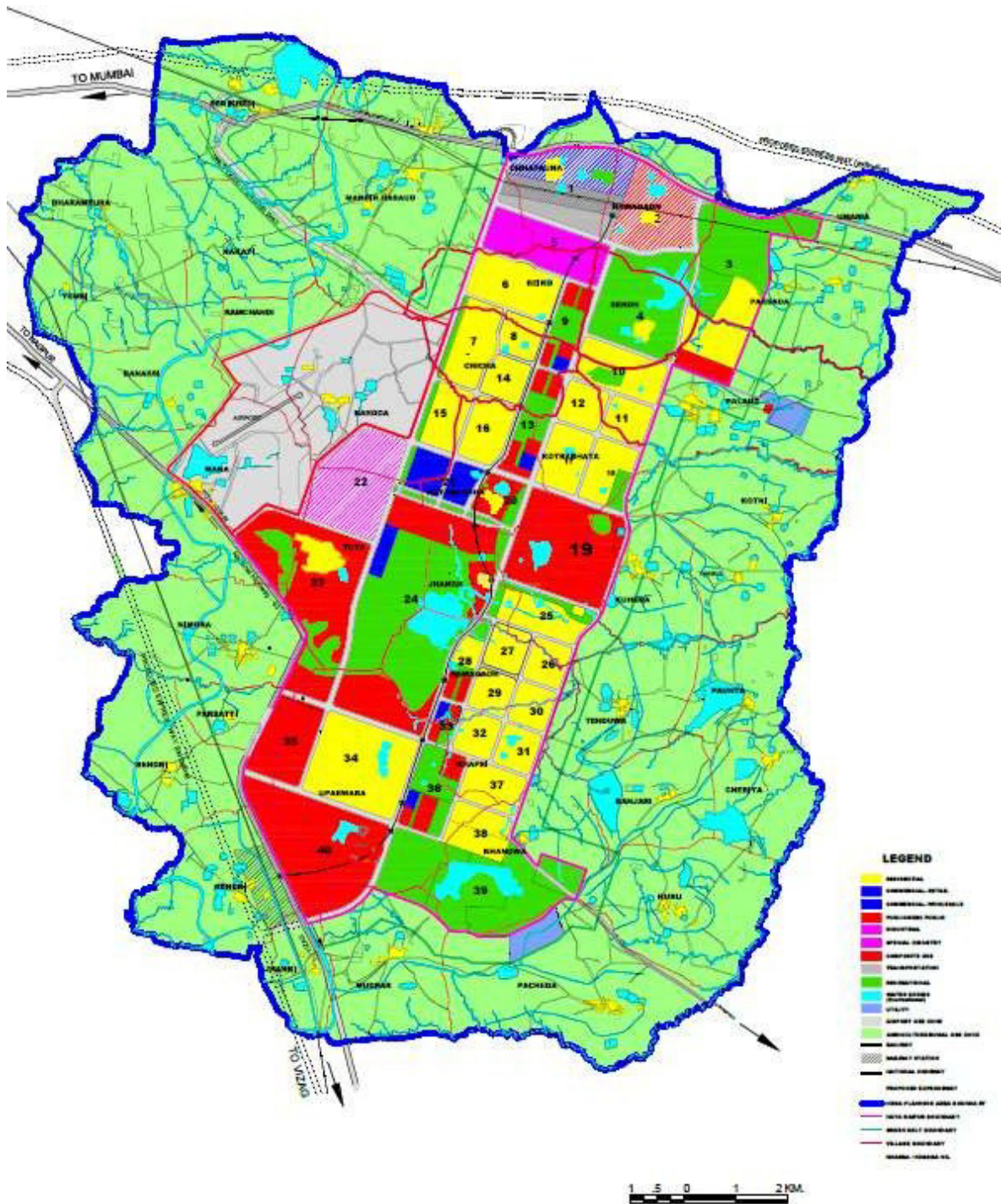
**Master plans containing the following:**

- Contour Map of the Plot showing a Contour Interval of 0.50m (Survey) or of suitable interval
- Layout of buildings
- Vehicular movement system and parking
- Landscape, integration of the building
- Buildings for services and other facilities

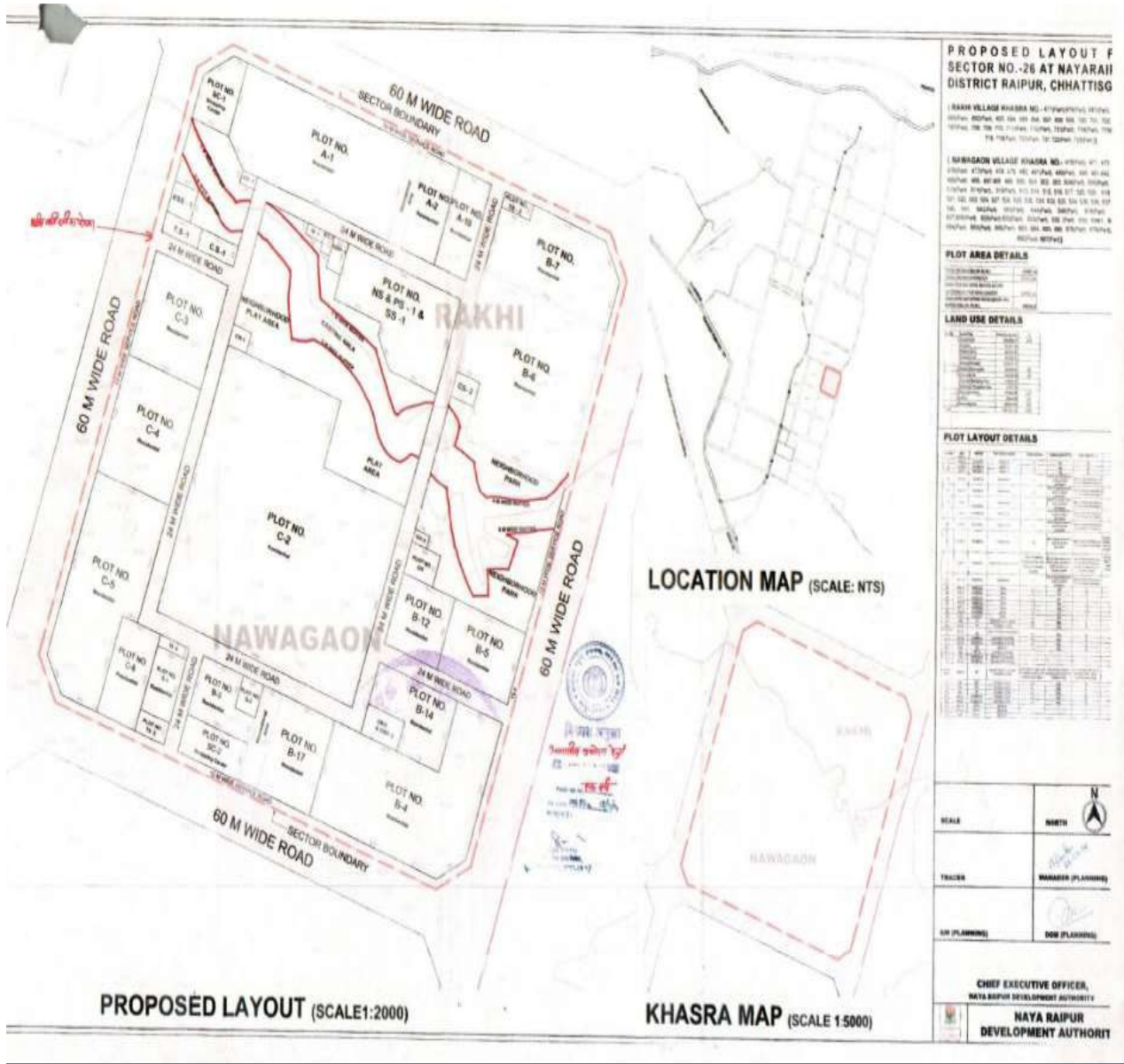
- Adaptation of the designs in respect of the climatic conditions.
- Plans are to be prepared as per local bye-laws with provision of future expansion, if any.
- Services plans related to electrical, plumbing and sanitary HVAC etc.
- Rainwater Harvesting, Sewage Treatment

**Concept building plans (Floor plans) containing the following:**

- Master layout plan.
- Architectural Plan of Floors and Typical Floors
- Sections & elevations
- Furniture layout
- 3D view/model and blow-ups of critical areas/computer walk through etc.
- Landscaped concept drawings.
- Foundation Details
- RCC drawings / Structural Drawings
- Any other coordinated drawing in relation to the architectural and structural and services etc.
- Typical Plan, Elevation and Sectional Details of all finishing details such as Doors, Windows, Wardrobes, Kitchen and Modular platform unit, Toilet and wash basin counter, mirror and modular unit, bookshelf and modular unit in Living Room, Crockery Wall unit in Dining Room wherever applicable **(bookshelf and modular unit in Living Room, Crockery Wall unit in Dining Room are not applicable in case of Class III and Class VI type)** Balcony Handrail etc.
- Gym Layout
- Amenities / Utility Building Details,
- Gate and Compound Wall Details
- Typical Water proofing layout
- Typical drawings for plumbing, rainwater and sanitary duct
- Area Computation charts vis-à-vis Local bye-law
- Services concepts related to electrical, plumbing, and sanitary etc
- Any other details required for this project.

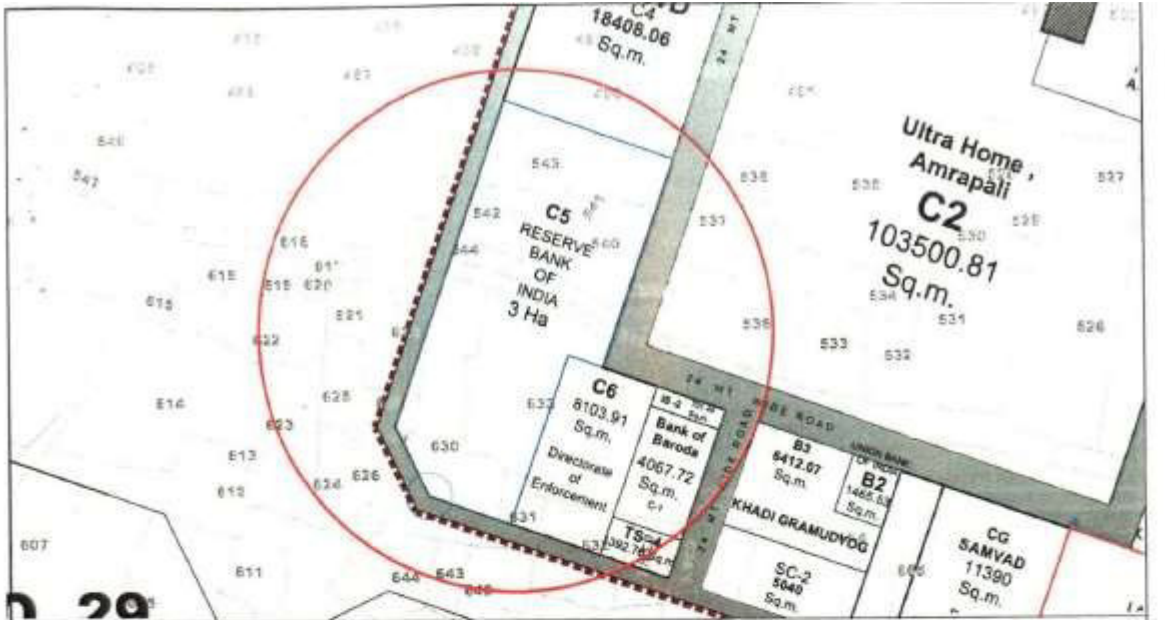


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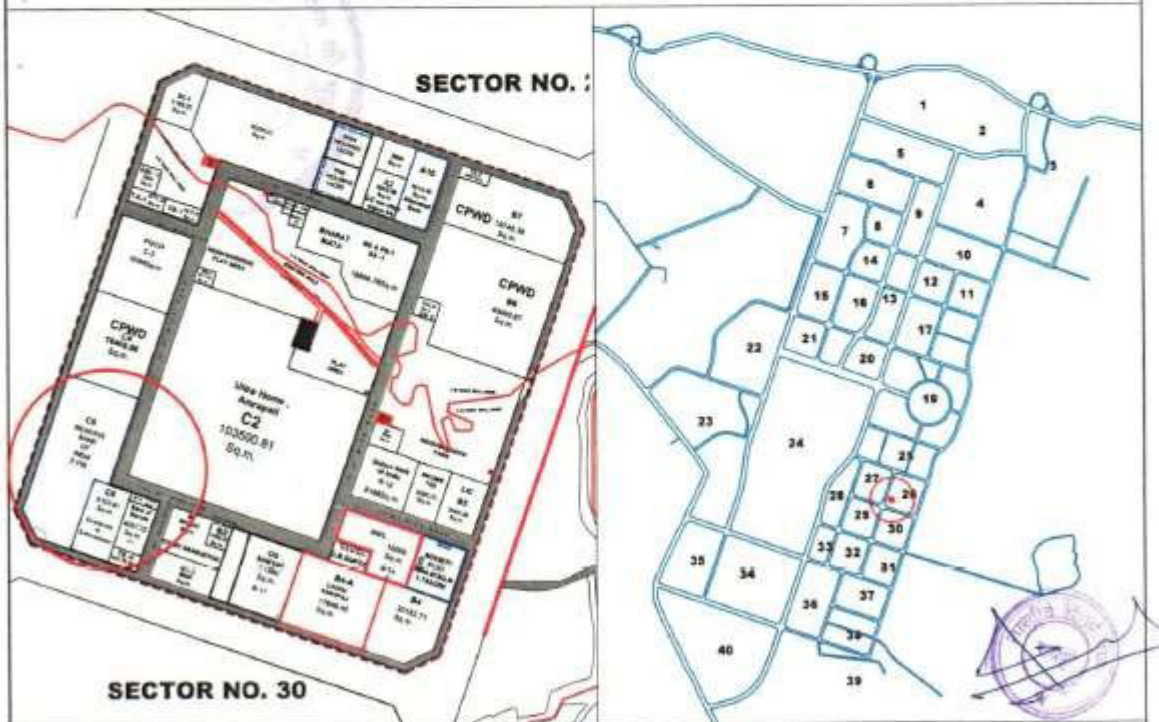


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LAYOUT MAP FOR RBI SCALE 1:4000



SECTOR NO. 30

LOCATION MAP SCALE (N.T.S)

KEY MAP

<b>PROPOSED PLOT ABCD FOR RBI HOUSING NAWAGAON, SECTOR-26, NAYA RAIPUR DEVELOPMENT AUTHORITY</b>	AREA 3 HA	<i>Santosh</i>	
	DATE 26.09.2016	JR URBAN PLANNER (PLANNING)	TEAM LEADER (PLANNING)
	NORTH ↑		
	DRG. NO.	AE (PLANNING)	प्रबंधक (संव्यवस्था) GM (ADMIN)
NOTE : SUBJECTED TO VERIFICATION FROM ESTATE SECTION AND LAND SECTION			

CORRECTION NIL INSERTION NIL  
CUTTING NIL OVERWRITING NIL AE EE

### 3. **Brief Scope of Consultancy Work:-**

Consultant shall provide comprehensive Architectural (Master plan, floor plans, sections elevations & other typical details), Structural and various other consultancy services as per NIT, consultancy including all services like water supply, Sewerage, Drainage, Electrical, (i.e. internal El, Sub Station, DG Set, L.T. & H.T., Lift, street lighting etc.) & Rain water harvesting, development works, horticulture, HVAC, having five star IGBC/GRIHA green building concepts etc as required.

Consultancy work shall include preparation of LOP, Architectural/ Structural Drawings, Preliminary Estimate, Detailed Estimate, Tender Documents, obtaining all necessary approvals to LOP and Building Plans and all required mandatory clearances including environmental clearance from Local Authorities/concerned authority.

Consultant shall have to obtain commencement certificate (CC), revalidation of CC, and all “no objection certificates” and occupancy certificate from the concerned authority for whole complex. The Structural Consultant should be associated by main consultant in house Structural Consultant (if any).

Structural Consultant should satisfy the eligibility criteria for work done in last seven years from last date of submission of bid. One work of minimum of Rs. 44.84 Lakh, Two work minimum of Rs.33.63 Lakh each and Three work minimum of Rs. 22.42 Lakh each .

It is not the intent to specify completely herein all details/ scope of works covered under this bid. Scope of work also include other related works, although they may not be specifically mentioned herein but reasonably implied and are necessary to complete the setting up of a modern housing complex as a whole. *All works shall be designed by following National Building Code 2016(or latest applicable ) as also keeping in view the requirements of above mentioned Star Rating(as per RBI rch. Brief) to be obtained for the project as a whole.*

*Durability and redundancy in the designs: The planning and designing shall be done in such a manner that the proposed housing complex can be used at least for the next 50 years, without requiring any major structural change/s to be made in between.*

Maintainability of the designs: The consultant shall also prescribe the methods and time schedules at least for the prescribed useful life-span of each and every system, designed by him, in respect of the periodical preventive-maintenance (under Comprehensive Annual Maintenance Contracts) thereof. The consultant shall also prescribe the methods and time schedules periodical general repairs-repainting maintenance of all the surfaces designed by him.

In addition to that Consultant has to prepare the Master Plan i/c newly proposed quarters with entire calculation of FAR, Area of campus etc. The consultant has to prepare as Built Plan Elevation & section of the existing residential blocks (As per above details).

**Indicative list of the works to be designed is given below:**

- (i) Pre/post construction anti-termite treatment.
- (ii) Foundations and sub-structures,
- (iii) RCC Super structures (Cast-in-situ, Pre-fabricated, or as per direction of CPWD authorities etc.)
- (iv) Masonry Super structures (Load bearing Stone, Brick, AAC blocks etc.)
- (v) Smart toilets and their integration with structural and building services systems
- (vi) Plastering & finishing work as per CPWD.
- (vii) Door window detailing with fixtures.
- (viii) Sanitary and water supply detailing with coordinated drawing along with fixture details.
- (ix) Water proofing works (Basement, Balcony, Roof etc.)
- (x) Thermal insulation (Under-deck for roof-terraces, etc.)
- (xi) Flooring (including False Flooring) and dado (including Wall cladding, Wall paneling, Acoustic wall cladding, etc.)
- (xii) Structural Glazing and Windows
- (xiii) Steel structures and Metal works
- (xiv) False ceiling including thermal and acoustic insulation
- (xv) General carpentry and joinery,
- (xvi) Landscaping including rockery and water body
- (xvii) Outdoor play equipment, garden benches, etc.
- (xviii) Roads, pathways, jogging tracks, etc.
- (xix) Plumbing & Sanitary systems and sub-systems,
- (xx) Water supply systems (including underground and overhead water storage tanks)
- (xxi) Open / bore-wells
- (xxii) Sewerage and Drainage systems including Waste water / sewage treatment plant
- (xxiii) Storm water drainage including Rainwater harvesting
- (xxiv) Piped Natural Gas supply system
- (xxv) Fire Fighting systems (Fire Extinguishers, Fire Hydrants, Wet riser system, Automatic Water Sprinkler System, Automatic water-mist system, etc.)
- (xxvi) Swimming pool including its filtration plant and balancing tank
- (xxvii) Signage
- (xxviii) Facilities for elderly people and people with deformities
- (xxix) Murals, sculpture and art-works
- (xxx) Heating Ventilation and Air Conditioning (HVAC) on relevant buildings decided by client.
- (xxxi) Diesel Generators and their integration with electric supply systems
- (xxxii) Internal and External Electrical Installations
- (xxxiii) Lightning protection.
- (xxxiv) UPS System with single phase and phase reversing protection
- (xxxv) Grid interactive renewable energy generation systems
- (xxxvi) Public Address system
- (xxxvii) EPABX and its integration with Video door phone system
- (xxxviii) Data Networking, Wi-Fi system, Cable TV system, Telephone system
- (xxxix) IP based CCTV system
- (xl) Projection and Video Conference system
- (xli) Access control system to buildings housing sensitive / hazardous systems
- (xli) Dry waste management system
- (xli) Wet waste management system (including Organic Waste Converter into compost / energy)
- (xlii) X-ray Baggage Scanners and doorframe metal detectors
- (xliii) Crash rated Boom Barrier / Bollards(xliv) Water / sewage pumping system as per local guidelines NRDA.
- (xlv) Solar water heating system and its integration with electric /PNG water heating system.
- (xlvi) Intelligent addressable Fire detection and Alarm system.

- (xlvii) Lifts
- (xlviii) Building Management System
- (xlix) Lightning Arrestor system including earthing of all electrical systems
  - (l) Electrical sub-station
- (li) Interior and furnishing including fixed as well as loose furniture including modular kitchen
- (lii) Gymnasium and Spa, Indoor games, Auditorium, etc. in Club House Space.
- (liii) Car parking
- (liv) Curtain walls for protection from the visibility from the overhead Metro Rail Lines/Station.  
Or as per direction of CPWD and RBI authorities.

others as per the demand of client RBI deptt. in the arch brief and CPWD .

Any other requirement as per RBI and CPWD in future ( noting extra will be paid )

The Consultant shall remain associated till the completion of the project and obtaining Occupancy Certificate of entire campus without claiming any additional fee and all mandatory local body approvals will be completed by the agency Or as per direction of CPWD authorities.

The project management consultancy is not included in the scope of consultancy.



## CHAPTER-4

# TERMS OF REFERENCE AND GENERAL SCOPE OF WORKS

## 1. General

The successful bidder along with his associates will be required to design the RBI project in all respect with associated buildings and services and structural detailing, as an expert, to achieve the performance of the buildings and systems at each site in accordance with the requirements of Client and in accordance with various national/international codes within the constraints of the site.

The broad scope of the consultancy work shall be as follows:

### **Digital survey of campus and surrounding area from DGPS system marking all important features**

**such as contour, electric lines, pipe lines, Water & Sewerage lines, surrounding roads with their width and length, location of campus from nearest main road, etc.** (Total area for surveying = 30000 Sqmt). **However, consultant shall do the survey of surrounding area in such a manner to cover the all critical features such as nearby buildings, roads, electric lines, drains, trees, and approach from main road.** ( digital survey sheet is already available for general idea is attached in below pages in case of any discrepancy the agency are advised to get the details through above process )

*1.1 All investigations, including but not limited to, digital survey, geotechnical, and geophysical investigations to ascertain the required bearing capacity of the soil, ground water availability, the nature and morphology of sub-surface strata, etc. and all such surveys, investigations and tests (whether field test or laboratory test) required for design of the both centers and associated services, shall be carried out by the consultant, at his cost. The type and extent of such investigations naturally depend on the technologies offered by the expert consultants and therefore will be part of the comprehensive design strategy.*

1.2 The entire scope of the consultancy services shall be **completed in 7 months**.

1.3 The consultant must design the facilities keeping in view the conservation of Energy.

1.4 The consultant must strive to maximize the ratio of Renewable (Non-conventional) Energy use to Non-renewable (Conventional) Energy use in his designs, with a goal to achieve self sufficiency in captive power generation (renewable plus non-renewable), while achieving cost optimality of designs, at each location. The consultant must consider in his designs, the use of solar energy, geothermal energy and/or any other form of renewable energy feasible - as per the location of site. Both site may offer a different mix of such Renewable energy sources.

1.5 The scope of work will include identification of surface and sub-surface water sources for domestic use (drinking, washing, sewerage, etc.).

1.6 The scope of consultancy services is deemed to include to ascertain the feasibility of utilizing non-conventional sources of Energy like solar, and geothermal energy etc. for electricity generation and space heating purposes and shall prepare the designs and drawings for the system for utilization of above renewable energy according to techno-economical feasibility which will be site specific.

1.7 The scope of consultancy services is also deemed to include submission of drawings of Internal and External Electrical Installation, fire alarm and fire-fighting systems, Lifts, Substation equipment and SLD, DG Power Backup, UPS, Solar Photo Voltaic Power Generation System, Solar Water Heating System, CCTV System for Internal & External Areas of both the buildings, Hydropneumatics Water Supply System, Lighting Automation using Occupancy and daylight sensors, LAN & Wi-Fi networking system, IP-ABX system, Emergency Lighting & Exit Signage

System, Geothermal based HVAC System; Audio-Visual System, Stage Lighting & Sound Reinforcement System, Audio-Video Conferencing System, Display/smart screens, Access Control System, Automatic Boom Barriers & Pop-up Bollards, Landscape Lighting with different themes for different areas etc. & interconnections and automation thereof as per latest CPWD General Specification for Electrical Works and Indian Electricity Rules amended upto date.

- 1.8 The Architectural and Services design for the buildings, shall be done in accordance with Indian (or International) Standards as decided by the Department so as to deliver safe, thermally and acoustically comfortable, aesthetically acceptable, having Lux levels as per CPWD General Specification for Electrical Works, economical in use (in construction and operation) & environment friendly campus. The design and specifications of the buildings shall be suitable for the site and fit for purpose, and as such will be vetted and approved by CPWD in consultation with client.
- 1.9 The water supply and storage (**including methodology for keeping the water in liquid state** through out of the year), sewerage, waste disposal, solar photo voltaic systems, diesel electricity generators, Internal and External Electrical Installation, heating and ventilation, Geothermal energy utilization system, and all such similar services required to achieve the objectives of construction and operation of the buildings are required to be designed as per Indian/International Codes and as per site requirements and their designs & drawings prepared.
- 1.10 The campuses are required to be designed to be based on energy efficient and their dependence on external grid for their energy demand should minimize. Thus, tapping of renewable energy sources shall be explored as much as possible depending of site feasibility and their cost.
- 1.11 The Consultant shall prepare all necessary Specifications, Preliminary cost and Bid documents for carrying out the work through EPC contract(s).
- 1.12 Structural detailing as mentioned in above pages in the scope of agency including preparation, vetting of drawing via proof checking from reputed govt. institututes ( only from IIT and NIT ) and further submission and checking in the CPWD office.
- 1.13 The drawings and specifications shall be got approved from the department by the Consultant.

## 2. TERMS OF REFERENCE

### 2.1. General

The drawings and documents shall be submitted by the consultant in the format/template/scale mentioned in this document or as found necessary for the project and /or required by Department/Statutory Authority. The selected firm is expected to render comprehensive services for Architectural Design& Drawings, Service drawings, power generation calculation (renewable and non-renewable) systems for the both the campuses. Any or all services not specifically mentioned therein but required for proper and successful completion of the project in accordance with the international/domestic standards shall be proposed by the consultant considering the overall cost and time framework of the project. The consultant is expected to design the project in such a way that the mix of renewable to total energy consumed is maximum, while achieving cost optimality.

## 2.2. Surveying

The consultant must carry out the digital survey of the campuses. The locations of the sites and their broad climatic/terrain characters are as given in Chapter- The Project of this document. The consultant shall carry out a detailed digital survey of the site and prepare the outputs as elaborated later in the deliverables in this chapter. The consultant shall create one permanent benchmark with differential global positioning system (DGPS) at both the for reference. The benchmark structure shall be permanent, weather resistant, durable and as per CPWD specifications. The survey shall consist of topographical survey, survey of existing buildings (temporary/permanent), services (if any), nearby roads, existing water sources, trees and vegetation etc. The topographical plan submitted by the consultant shall also indicate any marshy ground, steep terrain, unstable hill features and areas subject to snow accumulation /flooding and inundation. The survey shall include at least the campus area and nearby important structures. ( digital survey sheet is already available for general idea is attached in below pages in case of any discrepancy the agency are advised to get the details through above process )

All digital data produced from surveying shall be plotted on A-1 sheets with appropriate scale may be generated for planning and designing of the campuses.

## 2.3. Master Planning and design of Campus

The consultant is required to meet with Department/Client in Raipur immediately after completing the digital site survey, to assess the exact requirement of Department/Client for preparation of comprehensive **Master plan of entire campus**. On finalization of requirements of client and department the consultant shall incorporate following minimum provisions in the Master plan for the entire campus:

- a. Layout of buildings proposed. Consultant will also propose plinth area and building that can be constructed based on permissible space and other local body and latest NBC & latest IS Code norms.

Buildings proposed for Construction:

The facilities are constructed to meet the clients requirement or as per bylaws etc.

The facilities are constructed for reflecting and presenting the local culture.

- a. Carry out site evaluation and prepare site zoning and to propose various options for layout of the proposed buildings, their linkages in consultation with Department / Client etc.
- b. Layout and Comprehensive Landscape Plan. On approval of Master Plan consultant is required to prepare Grading Plan, Landscape Details, Irrigation Plan including plantation plan etc.
- c. Layout of building blocks, structures and Amenities as mentioned above for Convention Center and Cultural Center. Consultant may further add the amenities required for smooth functioning of both the centers as per suitability or client or Department.
- d. Design & detailing of Main Gate Complex, Boundary Wall, Internal roads/walkways/ footpaths/street lights.
- e. Design & drawings of all external Civil and Electrical Services, etc.
- f. Horticulture details as per landscape plan i.e. details of plants/trees proposed and location

thereof.

- g. A detailed document inclusive drawings for the concept planning for preparation of **Master plan and Layout Plan** shall be prepared with best practices available in the global market.
- h. The Consultant shall prepare the plan as per the local Bye Laws. The planning shall be carried in the terms of specifications of latest additions of Bureau of Indian Standards (BIS) Codes, National Building Code and CPWD Disability Act Guidelines and in compliance to various other approvals in India.
- i. Preparation of plans to be in 1:200 or any other scale as per prior approval of the Engineer-in-Charge.
- j. Preparation of all structural details as per relevant IS codes and submission through vetting in govt. IIT or NIT institutions.
- k. The Master plan should possess features and forms of proposed buildings and other feature of the campus to express ethos of **the desired requirement of client**. It should also **incorporate local architectural features, materials, art and culture in the proposed design by correlating CPWD DSR and with the discussion of CPWD and client**.
- l. The master plan should be cost effective in construction cost.
- m. The master plan should be gel with local topographical features and climatic conditions of the site.
- n. The master plan should incorporate features for conservation of water and energy in the campus and recycling of available resources.
- o. The master plan should be such that it facilitates smooth and easy interaction between different functional zones/units of the campus.

**Note: The proposed master plan, as per above guidelines, prepared by the consultant then need to approve from the client or Department. In this process consultant may require to revise the master plan multiple times as per requirement of Client or Department. Further, consultant may require to give a presentation before the client or Department to finalize the master plan of both the campuses.**

#### *2.4. Architectural Planning and design*

- i. Interact with Department/Client and assess the exact requirement of Department/Client for different building blocks for complete Architectural Design of proposed campus of Convention and Cultural Center.
- ii. The Architectural & Interior plans/designs shall incorporate/meet following minimum provisions:
  - (a) Meet the functional needs including requisite capacity of occupation.
  - (b) Planning of all civil and electrical services including firefighting and air conditioning, acoustics, interiors, furniture, Heating etc.

- (c) Should be energy efficient and comply GRIHA / IGBC norms and other applicable norms.
- (d) Should possess features and forms of proposed buildings and other feature of the campus to express ethos of Convention and Cultural Center and should present a unique identity to both the campus.
- (e) Should also incorporate local architectural features, materials, art and culture in the proposed design.
- (f) Should be cost effective in construction cost.
- (g) Should be gel with local topographical features and climatic conditions of the site i.e. **solar passive design for utilizing the maximum sun's heat energy. It includes features like south facing buildings, size of windows and opening as per Sun's movement, etc.**

(h) **3DViews and Walk Through**

- I. Preparation of colored 3D views of important buildings of both the campus as per requirement of client or department.
  - II. Consultant shall prepare a 3D- Walk Through **for both the campuses**. The duration of Walk through shall be at least 2 min for each campus.
  - III. Consultant shall prepare a 3D- Walk Through **for all the important buildings** of both the campuses. The duration of Walk through shall be at least 2 min for buildings of each campus.
  - IV. The quoted cost of the bidder shall be inclusive of this cost and nothing extra shall be paid on this account.
- (i) Should have provision for recycling and conservation of water, wastes and available resources.
    - I. The Consultant shall prepare the drawings as per the local Bye Laws and NBC norms.
    - II. The architectural design shall be carried in the terms of specifications of latest additions of latest IS Code norms, CPWD norms, National Building Code norms, BIS Codes and CPWD Disability Act Guidelines etc.
    - III. Preparation of Building wise Floor plans, Elevations and Sections to be in 1: 200 or 1: 100 or any other suitable scale.
    - IV. Preparation of details drawings in 1: 50, 1:25, 1:20, 1:10 or any other suitable scale.

**2.5. Energy Efficiency Requirements:**

- i. The required internal & external services with minimum cost, minimum maintenance and **lowest consumption of energy, water & electricity should be envisaged for the building.**
- ii. Usage of Sustainable Planning criteria to develop a green building is proposed so as to comply standards equivalent to at least Three (3) star IGBC/GRIHA rated building.
- iii. The buildings will set new standards in **energy efficiency adapted to the cold climate region.** The building shall be design as per requirement of cold climate building. **The inside of building should achieve a thermal comfort i.e. 20° C and above internal temperature when the outside temperature falls below -25° C.**

- iv. They shall integrate energy conservation, enable water and waste recycling, and reduce embodied energy to achieve life cycle advantages.
- v. The building proposed to be developed should be amenable to latest systems of construction technologies for enabling repeatability and fast track Construction whilst keeping in mind a green material usage and lower energy consumption in the building.
- vi. The consultant shall give details of measures taken in the design to incorporate these above requirements.**

## 2.6. Geotechnical Testing

The consultant shall provide the testing protocol to fulfil the purpose as defined in this Chapter to provide the design inputs. All laboratory testing is to be done at NABL accredited labs, unless otherwise relaxed by the Engineer-in-Charge for specific tests and specific locations. All tests shall be conducted as per relevant IS/IRC Indian and international standards. In case of non-availability for certain tests permission of Engineer-in-Charge for waiver of condition of NABL accredited lab shall be taken.

Testing includes, but is not limited, determining the geological and engineering properties of the subsoil, availability of water in underground aquifer, depth of water table, etc. The depth of exploration would be as per relevant Indian standard and IRC codes. The soil properties are required for classification of soil, soil engineering properties including safe bearing capacity of soil, and for other design inputs. At least 15 no. (10 at convention center and 5 at Cultural Center) Standard Penetration Tests (SPT) or DCPT, as per soil conditions, are required to be done, covering the areas where the buildings/services are planned to be located.

In case a rock is encountered within the depth of exploration at the time of doing SPT/DCPT, Rock Quality Designation (RQD) Test will have to be carried out as per relevant IS codes, in lieu of that SPT or DCPT.

## 2.7. Geophysical testing

Electrical Resistivity Test (ERT) to determine the sub soil profile, presence of sub soil aquifer etc. shall be got done by the consultant. It may be noted that the consultant is responsible for fixing the geophysical testing protocol and shall get all such tests done to achieve the necessary inputs for engineering design. At least one test for each campus is required to done.

## 2.8. Solar Energy

The Consultant shall estimate the Solar energy utilization potential for **power generation** for each campus and if found feasible a proposed model to harness solar energy potential shall be given. The consultant is required to calculate the load requirement, collect solar resource data as per available resources (solar irradiance). **The design, details, capacity calculations, drawing etc. for system and its components relevant for cold climate design including but not limited to the following shall be provided:**

- a) **Solar PV panels**
- b) **Inverter**
- c) **Charge Controller**
- d) **Structure for Solar PV panels**

- e) **Foundation**
- f) **Battery and it's Storage System**
- g) **Space provision for the system in the layout drawing**
- h) **Costing of complete system.**

## 2.9. Geothermal Energy

The Consultant shall estimate the Geothermal energy utilization potential for space heating for each campus site and if found feasible a proposed model to harness geothermal energy potential shall be prepared. **Soil properties such as soil thermal conductivity (Conforming to ADTM D5334-14 or any other relevant code), moisture content and average ground temperature etc. shall be accessed by consultant by relevant testing methods. Testing charges for accessing such data shall be included in the quoted cost by the bidder and nothing extra shall be paid in this regard. Only one test for Soil Thermal conductivity is required to be done for both the campus as both campuses are adjacent to each other.**

Energy systems harnessing the geothermal energy shall be designed wherever found viable. It shall include, inter alia, choosing between a vertical/horizontal loop system, design of components such as **ducting/ piping systems, Pumping system/ Fan systems**, heat exchanger, heat pumps and a suitable distribution system for each campus (Convention Center and Cultural Center).

## 2.10. HVAC System:

The Consultant shall design and prepare estimate for Space Heating and Hot water requirement for each site and a proposed model to integrate the renewable energies like solar energy, geothermal energy potential (if feasible). The design, details, load calculations, capacity calculations, drawing etc. for system and it's components relevant for cold climate design including but not limited to the following shall be provided:

- a) Boilers (Oil Based)
- b) Oil storage tanks with temperature management system.
- c) Hot water storage tanks
- d) Hot water Pumping system
- e) Heat Exchangers
- f) Ductings and Supply / Return Grills
- g) TFA Units
- h) Controls
- i) Anti freezing or water temperature management system
- j) Piping system
- k) Space provision for the system in the layout drawing.
- l) Costing of complete system

## 2.11. Services and Miscellaneous Works

Design and drawings of all the services (as per requirement of the building) like water supply/plumbing sanitary design, sewerage system, rainwater drainage & conservation, disabled friendly corridors, Signage, Landscaping, Fire Alarm & firefighting, LAN &



Wi-Fi Networking System, IP-ABX, Emergency Lighting & Exit Signage System, HVAC, Projector & Multimedia, Stage lighting & sound reinforcement system, public address & sound system, Lifts, Exterior and interior lighting Internal Electrical Installation, Landscape Lighting with different themes for different areas, Electric substation, UPS, Power supply & Distribution system, DG Set for essential load, acoustics, furniture & furnishing, stage work, energy efficient building design, disable friendly building design, CCTV system for internal & external areas, Solar Photo Voltaic Power Generation System, Solar Water Heating System, Hydro pneumatics Water Supply System, Lighting Automation using Occupancy & daylight sensors; Audio-Video Conferencing System, Display/Smart Screens, Access Control System, Automatic Boom Barriers & Popup Bollards for required/essential areas etc. and all essential services required for Offices for its Operation and satisfactorily completion of project and getting necessary approvals from Department/Clients, wherever required.

## 2.12. Specifications

- I. Submission of details of doors, windows, civil and electrical fittings & fixtures, flooring types & patterns, painting details and other finishing item details.
- II. Submission of Technical Specification for civil works, electrical works / services/ equipment's, furniture, furnishing etc. for all items.

## 2.13. List of deliverables by the consultant

- 2.13.1. Reports
- 2.13.2. Estimates
- 2.13.3. Drawings
- 2.13.4. Testings report
- 2.13.5. Relevent by laws, Iscodes and referances
- 2.13.6. Tender document as per industry best practices, considering the CPWD guidelines and consisting of cost of work and Details of Specification for Civil, Electrical, horticulture and Services, and as per directions of Engineer-in-Charge.

## 2.14. Reports

2.14.1. **Reconnaissance Survey for the site.** This report shall consist of :

- 2.14.1.1. Location of site.
- 2.14.1.2. Area available at site.
- 2.14.1.3. Land classification and land use.
- 2.14.1.4. Weather data relevant for design such as temperature, rainfall and snowfall data, wind direction and velocity at feasible height along with exploiting potential ,solar irradiance data, etc.
- 2.14.1.5. Water table data after local inquiry (To be confirmed in DPR after geo-physical test).
- 2.14.1.6. Surface & sub-surface sources of water in or near site from local enquiry and visit.
- 2.14.1.7. Existing facilities/structures at site.
- 2.14.1.8. Soil data in respect of water layer for borewell and structural detailing via SBC of soil.
- 2.14.1.9. Any other data required for designing and planning of the project that can be collected from secondary data sources or early tests.

2.14.2. **Test Reports:** The cost of all tests shall be deemed to be included in the quoted price of the Consultant. The following minimum tests are mandatory :

- 2.14.2.1. **Digital Survey** – The digital survey shall be done for each site covering the full area of the campus as well as important landmarks on A-2 size sheet. If required one master plan in a larger scale so as to indicate the nearby important landmarks, shall also be given. Drawings in soft copy shall be supplied in AUTOCAD (\*.dwg) format.

**Two survey drawings-one for each campus**

- 2.14.2.2. **Geotechnical test** –Standard Penetration Test (SPT) or DCPT as per relevant IS codes at the building locations-**minimum 5 nos. test at site.** Wherever refusal is encountered in SPT or DCPT and substantial rock mass is seen, Rock Quality Designation (RQD) shall be carried out as per relevant IS codes. Also the soil sampling for laboratory testing to obtain the required index and engineering properties essential for design shall be done all as per relevant IS codes.

- 2.14.2.3. **Geophysical testing-** Electrical Resistivity test to determine the sub soil profile, presence of sub soil aquifer etc. shall be got done by the consultant. It may be noted that the consultant is responsible for fixing the geophysical testing protocol and shall get all such tests done to achieve the necessary inputs for engineering design.

**Minimum no. of Tests- 2 number s in campus.**

- 2.14.3. **Submission of Drawings :**

The consultant will also have to provide all **approved** preliminary drawings and site master plan. **The consultant will require to get the site master plan and preliminary drawings approved from the CPWD and client department i.e.RBI Raipur, It is intimated that consultant may have to revise the preliminary drawings and master layout plan multiple times as per the requirements of RBI and CPWD**

- 2.14.4. **Inception Report- One for each campus**

An inception report shall be prepared for both campuses and shall constitute of the following:

- i. Project appreciation and methodology to meet the requirements of TOR.
- ii. Site master plan and layout for each site showing the buildings and services, **approved preliminary architectural drawings** with floor plans, elevation and Section.
- iii. Services (as mentioned above in this chapter) concept plan including detail of technologies used (renewable energy technology) along with the potential for renewable energy use at both campus site,
- iv. Total energy consumption for each site, **renewable/total energy ratio proposed for each campus site** and clearly bringing out the various renewable energy usage possibilities and constraints for each site,
- v. Arrangement for water heating (to maintain water in liquid state throughout the year)
- vi. Scheme for solid waste disposal (STP for extreme cold climate)
- vii. Concept Plans, Design Details, Inventory & BOQ with Technical Data Sheets for different E&M services such as Heating, Ventilation, Energy storage, Fire alarm and Fire fighting and other services as mentioned in tender document.

**A detailed presentation shall be made by the consultant to the client and CPWD giving details of the points mentioned above.**

- 2.14.5. **Construction program**

Estimated time of completion of work along with its justification. The completion period shall be based on the availability of construction material, weather condition and geographic location of Site.

#### 2.14.6. **Design Reports**

2.14.6.1.1. Design basis for all systems including architectural ,solar, geothermal, heating, insulation, ventilation, etc., clearly outlining, inter alia, the design objectives, the concepts applied and methodologies used, design assumptions, load calculations, **electrical load calculation, heat load calculation, capacity calculation of DG Set, PV Module/ solar power, geothermal power, boiler, inventory of electrical & mechanical installations, LAN wiring, Projector & Multimedia, Stage lighting, public address & sound system, Lifts, Exterior and interior lighting Internal Electrical Installation, Electric substation, Power supply & Distribution system, acoustics, furniture & furnishing, stage work, energy efficient building design, disable friendly building design, CCTV system etc. and all essential services as mentioned anywhere in tender document required for both the campuses for its Operation and satisfactorily completion of project** design calculations, relevant drawings, etc.

#### 2.14.7. **Detailed Project Report**

The Detailed Project Report shall consist of:

- i. Executive summary
- ii. Inception report
- iii. Test reports
- iv. Design Reports
- v. Estimated time of completion of work as per Kargil weather conditions.
- vi. Abstract of estimates
- vii. All detailed drawings

#### 2.15. **Estimates- For the campus works**

The rough cost of both campuses in major heads such as civil, electrical, HVAC ,**fire alarm & fire fighting system, DG Set, Solar, Wind and Geothermal energy harvesting systems, development** and all services mentioned in this chapter, contingency etc. This shall be prepared on the basis of approved detailed architectural drawings, latest Plinth Area Rates (PAR), CPWD analysis of rates, Specification taken and market rates wherever applicable. However, quotations for Market Rates of various items, specifications etc. for non-schedule items as per the prescribed format of CPWD for formal approval. It shall also take into account any site specific requirements which have a financial implication on overall cost of the project. Any expenditure on services, statutory payments to local bodies/fire/district/forest authorities shall also be included in the general abstract of cost of the project.

#### 2.16. **Drawings:**

All drawings related to both the campuses of Convention and Cultural Center shall be **submitted to CPWD and local bodies** after approval of the competent authority including all revisions. The drawings shall include:

- 2.16.1. Topographical contour map (contours at 0.5 m interval)
- 2.16.2. Site layout plan mapping existing buildings at site
- 2.16.3. Master layout plan of site along with Comprehensive Landscape Plan, 3-D Models.
- 2.16.4. Architectural drawings.
- 2.16.5. Services detailed drawings including Plumbing, electrical, mechanical, heating systems etc.
- 2.16.6. Waste water management system drawings
- 2.16.7. Space heating systems drawings.
- 2.16.8. Fire detection and fire alarm system drawings, **Layout of equipments like DG Set, Solar PV Module, Boiler, Heat exchanger, and other E&M services as mentioned anywhere in tender document, including internal electrical layout.**

The Consultant shall supply 8 (Eight) sets of drawings and 1 (one) soft copy for each site to the Department. 4 (Four) sets of drawings will be supplied in A1 size and 4 (Four)sets in A2 size. Drawings shall be prepared on AUTOCAD.

### 2.17. Tender Document for Main Construction Work:

The consultant shall prepare the tender documents of main construction work as per CPWD guidelines on tendering in EPC mode **as per architectural drawings, Services, Specification of items and cost approved.** The consultant shall get the tender documents approved from Engineer-in-Charge.

**Table: Time Schedule for Activities of Consultant:**

S.No.	Activity	Time required for completion of Activity(in days)	Total time (in days) from date of start
1.	Completion of all Digital Site Surveying and all Geotechnical, Geophysical testing and other testing including collection of all data.	30	30
2.	Preparation and submission of Master plan and Architectural Drawings, 3-D Model, etc as per scope and approval of same by Ladakh Administration or CPWD.	30	60
3.	Preparation and submission of Inception Report and approval of same by Ladakh Administration or CPWD. Submission of drawing in Local bodies.	25	85
4.	Submission of Detailed Project Report (DPR), Estimate as per scope defined along with all its accompanying reports. Submission and approval of tender documents for EPC contract. Approval of any other documents by department including supply of corrected documents all complete.	35	120

### 3. Sub-contracting

The Consultant shall not subcontract whole of the work. However, the Consultant shall be responsible for the correctness and accuracy of designs and drawings prepared by sub-consultant/domain specialist/agencies.

### 4. Available Information

Any other information available with Department, which can help the Consultant during the Project, shall be shared by Department with the Design Consultant at their discretion and at the request of the Consultant. All information of any nature shared with the consultant will be treated as SECRET and shall not be divulged to anyone.

**5. Ownership of the Documents, Designs and Drawings**

All copyright and other proprietary rights in the Consultancy works under this contract shall vest and stand assigned to Department and Department shall consequently own, absolutely and exclusively on a worldwide basis, the whole of property rights, title and interest including all copyright in the works, present or future, vested or contingent, generally and without limitation, for the whole term of the copyright, including the right to modify and/or make any alterations to the works and all the above rights shall not lapse even if such rights are not exercised by Department during the term of the copyright and the Consultant shall be required/obliged to execute any deeds/documents, as may be required or considered necessary, by Department to give effect to and secure the abovementioned rights of Department in the Works. For the purpose of this clause, the term "Works" shall include all "works" covered by the copyright Act 1957 including the design or documents prepared by the Consultant at the inception of, during the course of and until the completion of the Project and also includes any work created directly or indirectly in the performance of the obligations of the Consultant in connection with the Project.

The Consultant shall not use or allow anyone to use these drawings, designs, documents and software during and after the execution of this contract without the prior written permission of Department and any such act without the permission of Department shall constitute violation of Intellectual Property Rights.

Even in the event of stoppage / cancellation of the selection process, all documents /designs/ drawings submitted by the Bidders to Department on or before the cancellation of the selection process shall become the property of Department and the Bidders shall have no claim on such documents/design.

# **PART- II**

**TECHNICAL BID & FINANCIAL BID**

## **Chapter-5** **Initial Eligibility**

## Initial Eligibility

### 1. *General:*

Letter of transmittal and forms for deciding eligibility are given in this document.

All information called for in the enclosed forms should be furnished against the relevant columns in the forms. If for any reason, information is furnished on a separate sheet, this fact should be mentioned against the relevant column. Even if no information is to be provided in a column, a “nil” or “no such case” entry should be made in that column. If any particulars/query is not applicable in case of the Bidder, it should be stated as “not applicable”. The Bidders are cautioned that not giving complete information called for in the application forms or not giving it in clear terms or making any change in the prescribed forms or deliberately suppressing the information may result in the Bid being summarily disqualified. Bids made by telegram or telex and those received late will not be entertained.

The Bid should be type-written. The Bidder should sign each page of the application.

Overwriting should be avoided. Correction, if any, should be made by neatly crossing out, initialing, dating and rewriting. Pages of the eligibility criteria document are numbered. Additional sheets, if any added by the consultant, should also be numbered by him. They should be submitted as a package with signed letter of transmittal.

References, information and certificates from the respective clients certifying suitability, technical knowledge or capability of the Bidder should be signed by an officer not below the rank of Executive Engineer or Director of Firm or his authorized signatory or equivalent.

The Bidder may furnish any additional information which he thinks is necessary to establish his capabilities to successfully complete the envisaged work. He is, however, advised not to furnish superfluous information. No information shall be entertained after submission of eligibility criteria document unless it is called for by the Employer.

The department reserves the right to verify the credential submitted in respect of initial eligibility criteria before opening of Technical Bid.

Any information furnished by the Bidder found to be incorrect either immediately or at a later date, then the present bids would be cancelled & amount due to bidder EMD/PG/SD shall be forfeited & this false information would render him liable to be debarred from Bidding/taking up of work in CPWD.

### 2. *Definitions:*

#### DEFINITIONS

For the purpose of this Agreement, the following words and expressions shall have the meaning hereby assigned to them, except where the context requires otherwise.

**Engineer-in-Charge** means Executive Engineer, CPWD, Raipur who shall supervise and be in-charge of the work and who shall sign the contract on behalf of the President of India.

**Consultant** shall mean the person, Empanelled architectural firm in cpwd whose offer for consultancy works is/are accepted by the employer which includes its authorized representatives, and legal heirs, engaged by the Consultant for undertaking the design.

**Approved** shall mean approval granted by the Engineer-in-Charge in writing or accepted by him for incorporation in the works.

**Client** means RESERVE BANK OF INDIA, Raipur (C.G.)

**"Department"** means Central Public Works Department through Engineer-in- Charge. **"YEAR"** Means "Financial Year" until and unless stated otherwise.

**"Bidder"** means the CPWD empanelled architects without joint venture. .

### 3. *Method of application:*

If the Bidder is an individual, the application shall be signed by him above his full type written name and current address.

If the Bidder is a proprietary firm, the application shall be signed by the proprietor above his full typewritten name and the full name of his firm with its current address.

### 4. **Final decision-making authority.**

The CPWD reserves the right to accept or reject any Bid and to annul the process and reject all Bids at any time, without assigning any reason or incurring any liability to the Bidder.

### 5. *Particulars provisional*

The particulars of the work given in **Section-I** are provisional. They are liable to change and must be considered only as advance information to assist the Bidder/Consultant.

### 6. *Site visit*

*Intending Bidders are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their bids as to the nature of the ground and sub-soil (so far as is practicable), the form and nature of the site, the means of access to the site, the accommodation they may require and in general shall themselves obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect their bid. A bidder shall be deemed to have full knowledge of the site whether he inspects it or not and no extra charge consequent on any misunderstanding or otherwise shall be allowed. The bidders shall be responsible for arranging and maintaining at his own cost all materials, tools & plants, water, electricity access, facilities for workers and all other services required for executing the work unless otherwise specifically provided for in the contract documents. Submission of a bid by a bidder implies that he has read this notice and all other contract documents and has made himself aware of the scope and specifications of the work to be done and of conditions and rates at which stores, tools and plant, etc. will be issued to him by the Government and local conditions and other factors having a bearing on the execution of the consultancy work.*

*Or any other specifically mentioned above in the tender information.*



## 7. Initial Eligibility Criteria

The bids for the work of **providing Comprehensive Consultancy for “Construction of Residential Complex for Reserve Bank of India on Bank’s land at Plot No. C-05, Village Nawagaon, Tehsil Arang, sector 26, Atal Nagar, Nava Raipur ( C.G.)”**

**SH: - Preparation of detailed Master plan, Concept and Detailed Architectural drawings, Coordinated drawings, for building, site development and services etc. including Structural detailing, Detailed Project Report, Tender documents, walk through and obtaining of necessary approvals from RBI, CPWD, Local body and others by fulfilling of all bylaws.**

The firms meeting the following initial eligibility criteria shall be eligible for technical evaluation. The initial eligibility criteria are:

(a) **Past Experience and Financial Criteria-** Details given above in this NIT document.

**Note: 1. In case of falling to qualify the criteria, the bids shall not be evaluated further.**

**2 Financial turnover of sub consultants /associates will not be considered for meeting the Qualifying financial/work experience requirements and criteria.**

## Chapter-6

### **Overall Evaluation Process & Selection of Consultant**

## Evaluation of Technical Bid and Financial Bid

- I. Those bidders who qualify the initial eligibility criteria given in Chapter-5 and above shall only be considered for evaluation of their Technical bid.
- II. The technical bids for the bidders satisfying the above eligibility criteria shall be evaluated as described below.
  1. Technical Bid is divided into 2 components i.e. Technical Bid Part-I (Past & current works, Turnover and key personnel) & Technical Bid Part-II (Conceptual Plan and a presentation before Jury). The Technical Bid Part- I of the bidders who qualify the initial eligibility criteria will be evaluated with total marks as 70. The breakup of marks for technical bid is as follows:
    - a. Part-I of Technical Bid- Completed and Ongoing works and Financial Turnover -30 Marks
    - b. Part-I of Technical Bid- Key Personnel - 30 marks
    - c. Part-II of Technical Bid- Concept plan and its presentation – 40 marks
  2. **Only those bidders shall be called for Technical Bid Part-II who will score at least 60% marks in Technical Bid Part-I i.e., minimum 36 marks out of 50.**
  3. **The financial bid of only those bidders shall be opened who score 70 marks or more out of 100 in the evaluation of Technical Bid (both Part-I and Part-II in aggregate).**
  4. The technical bid of the bidders will be evaluated as per the criteria and procedure laid down in Section-III of this Chapter. The Bidders will be evaluated for Technical Bid as per the criteria contained in **Section-III & IV of this chapter**, i.e. ‘**Technical Bid Evaluation**’. Financial bids of the participating firms will be evaluated based on the criteria and procedure contained in **Section-V of this chapter** i.e. ‘**Financial Bid Evaluation**’. The final selection of the consultant will be based on the highest combined weighted score for Technical bid (Part-I and Part-II) and Financial bid as detailed subsequently in this chapter.

### III. Technical Bid Part-I Evaluation

#### **Evaluation of Technical Bid : Part-I (Work Experience and Financial strength: 40 marks out of 100 for Technical Criteria)**

1. *The following information or documents shall be required to be uploaded by the bidders for evaluation of Technical Bid part-1:*

**i. Financial information (Maximum mark: 10).**

Annual financial turnover for the last three consecutive years ending on 31.03.2022 as per *Attached annexure*

**ii. Completed and Ongoing works (Maximum mark: 20).**

*Bidder should furnish the following:*

(a) Experience of completed works of providing Architectural & Services Design for Residential and Non-Residential projects during the last seven years in ending last date of previous month in which bid is invited, seeking details as per with attached **Annexure**.

(b) Experience of firm in ongoing works of residential and Non-Residential projects.

**Note:** Award Letters of work(s) from client department to be uploaded by the intending bidders

seeking details as per attached **Annexure**.

Note: For completed work(s), completion certificate to be submitted should clearly mention the relevant work. For ongoing work(s), award letter(s) of works from client department to be produced.

**In case of work(s) done for private clients other than Central / State Govt., Central / State undertakings, they shall submit T.D.S. certificates issued by respective clients and proof of depositing GST/Service Tax.**

**iii. Evaluation of Key Personnel to be deployed for this project (Maximum mark: 30)**

- a. The Bidders are required to have capability in **ALL** the disciplines of consultancy work i.e., Architecture, E&M works, HVAC Work, Geothermal Work, structural detailing and Solar work etc. required for developing the scope of work. However, main architectural consultant or the Bidder shall have empanelled in the CPWD and having in house capacity in Sub-domain **Architecture, E&M and HVAC**. The bidder can only associate for the Sub-domain **Geothermal Energy and Solar Energy as per condition given below**.
- b. Bidders are not required to submit details of Key personnel of associate firm.
- c. Successful consultant shall appoint minimum one key personnel for each solar, Geothermal and Local Architecture work.
- d. Details of Personnel either of main consultant given by the consultant in his/her bid for evaluation. **Same personnel shall be deployed for this project as well**. However, any proposed substitution of key personnel by the Consultant has to be approved by the Engineer-in-Charge. All substitution of Key Personnel by the consultant shall be done by Personnel with qualification and experience equal or more than of those mentioned in the bid.
- e. The bidder will submit the **coloured** scan copy of Curriculum Vitae (CV) **as per attached Annexure** of each of the above Technical Personnel. Each CV shall be signed in blue ink by the key personnel and countersigned by the authorized officials of the Firm along with the seal of the firm otherwise CV shall not be considered for evaluation. Bidder shall submit all relevant documents in support of information given in CV such as Degree, FORM 16 downloaded from TRACES, etc.
- f. Each CV shall contain the scanned photo, any other government ID such as (driving license, Aadhar card, PAN card, voter id etc. and qualification as well as a certificate from the key personnel about his availability for the duration prescribed in Notice Inviting Bid and his willingness to work on the project.
- g. **The details of Projects delivered in their Relevant field shall be furnished in the CV of Key personnel.**
- h. The personnel proposed should possess good working knowledge of English Language.
- i. **In addition to the discipline mentioned in above, successful bidder shall engage atleast one expert in Audio/Video Designer & Conferencing system designer. This condition is essential for design and detailing of Auditorium and Art galleries. The proposed Key Personnel(s) shall have at least 5 years experience in the relevant field. However, bidders are not required to upload detail of these Key personnel during the tendering stage.**

### Marking of Key Personnel shall be as follows:

S. No.	Field of specialization	Desired No.	Experience of 10 years (Max. Marks)	Experience more than 15 years Max. Marks)
1	Architects with experience	2	10.00 (5.0 marks for each)	13.00 (6.5 marks for each)
2	Structural Engineer	1	02.00	03.50
3	Electrical Engineer	1	02.00	03.50
4	Fire fighting expert	1	01.00	02.00
5	HVAC expert	1	01.00	02.00
6	Water supply and sanitary expert	1	01.00	02.00
7	Green rating expert	1	01.00	02.00
8	Landscape expert	1	01.00	02.00
	Total		19.00	30.00
Note: For Experience between 10 years and 15 years the evaluation will be done on Pro-Rata basis. <b>Experience less than 10 years shall not be considered.</b>				

To **qualify** the Technical Bid Part-1, Bidder must secure **at least Sixty percent (60%) Marks in aggregate i.e. 36 marks out of total 60**. The department however reserves the right to restrict the list of such qualified firms to any number deemed suitable by it.

#### IV. Evaluation of Technical Bids : Part- II (40 marks out of 100 of Technical bid)

1. After evaluation of **Technical Part-1** as detailed in above, a list of short listed bidders will be prepared and they will be asked to submit "**Technical Bid:Part 2**" and make presentation of their technical bid / proposal at the notified Date, Time and Place.
2. The Bidder / Consultants shall be required to make 25 to 30 minute presentation of their Master Plan, Architectural Concept, Planning and Design, structural general guidance and Various services. The presentation shall be based on the following points:

**(After opening of technical bids and qualifying the Technical Bid part-1, the bidders are required to make a power point presentation of their concept at the office of CE cum ED, LPZ, CPWD, on the date and time to be notified subsequently by Executive Engineer & Senior Manager, Kargil Project Division-1, CPWD. The bidder has to arrange himself the stay and transport for presentation at Leh and nothing extra shall be paid on this account)**

- a) Master plan of campus. The consultant may also show their past completed work of Convention and Cultural Center done anywhere else.*
- b) Architecture of Proposed Facilities and major structure with focus on local features and local issues.**
- c) Interior planning and services with focus on solar passive architecture and Insulation.*
- d) Main gate of campus.**

**It may please be noted that above points are only indicative and it will be up to the bidder to bring out a robust and comprehensive concept plan for the project.**

The Presentation should be with the help of adequate and specific details before the Jury of the

CORRECTION\_\_NIL\_\_INSERTION    NIL \_\_\_\_\_  
 CUTTING\_\_NIL\_\_OVERWRITING    NIL\_\_\_\_\_AE\_\_\_\_\_EE

Client/Department. The bidder should cover all the parameter in presentation which is listed for marking in Jury's evaluation sheet.

Bidder should use MS Power Point, Animation, 3D walk through, drawings in hard and soft copies, sketches, 3D Models etc. for making presentation before the jury.

- 3. He will also submit one soft copy and three hard copies (in colour printout) of all presentations and concept drawings for his presentation before the jury.** These soft and hard copy presentation material shall be property of the department and shall not bereturned to the bidder. The bids are liable to be rejected if information is not provided in the desired formats. The Client/Department has right to accept or reject any or all bids without assigning any reason.
- 4. Evaluation of Technical Bids: Part II** shall be carried out by the Evaluation Jury formed by the competent authority of the Client/Department. The Technical Bids: PartII shall be evaluated by the jury based on parameters and marking scheme detailed in the table given below. However, Jury shall reserve right to modify parameters or marks for different parameters during evaluation of Technical Bids: Part II. Decision of Jury shall be final and binding and no claim whatsoever shall be entertained.

- (b) Appraisal of the scheme, methodology of planning & execution of work and concept of the proposal:

The bid shall be critically examined vis-à-vis the comments of the applicant consultant covering total scope of work. It will be examined whether the conceptual scheme is prepared as elaborated under TOR or not, whether it shows the general layout of all proposed buildings, internal roads, and utility services, supporting facilities, etc., structural concept and other details adequate to understand the whole scheme. The approach and methodology will be detailed precisely under the following topics:

Sr. No.	Description	Max Marks as decided by Board of Assessors
1.	Appraisal of the Schemes	15
	The applicant's compliance with the terms of reference, space and design efficiency, originality of concept and innovation in design, timeline for completion of consultant's work, etc. will be evaluated. Higher marks will be given for superior specification, superior designs, superior management-techniques, etc.	
	Concept Master Layout Plan (to be prepared as per local bye-laws with provision of future expansion, if any) for various buildings in the housing complexes. Space program, Area Computation charts vis-à-vis Local bye-law.	
	Concept plan for landscaping, horticulture development work including making optimum use of existing plants /trees /existing features proposed to be saved etc.	
	Proposed additional modern amenities / facilities including superior specifications over & above the Employers" requirement.	
	Concept structural details as per local soil bearing capacity .	

	<p>Proposed time schedule/plan with broad list of activities, timelines &amp; milestones:</p> <p>The applicant firms of consultants may please note that if the completion time offered by them is less than time specified by the Employer, then the offered time shall be reckoned as Contract Period for all practical purposes including grant of time extension, etc.</p> <p>The applicant firms of consultants will have to submit the Program of works, a comprehensive Project implementation plan with list of activities, timelines and milestones. A detailed overall activity chart indicating the duration and timing of all major activities. Proposal for Progress Monitoring as per Baseline Program.</p>	
2.	Methodology of Planning & Execution of Work.	5
	Proposed approach, methodology and construction technology for completion of various stages of project till final completion of project in all respects.	
	Proposed Quality Assurance plan and Quality Control / Management plan.	
	Proposed Health & safety practices/ Standards to be observed during actual construction work.	
3.	Concept of Proposal	10
	<p>Proposed architectural design concept:</p> <p>Plan, Section, Elevation and typical details of all the proposed new residential buildings and other amenities including layout of Security Lobby at compound gate/s and related modifications to the existing compound wall.</p> <p>Building plans- sections and elevations, Architectural Plan of Floors and Typical Floors, Sections &amp; elevations, Furniture layout. Proposed floor layout together with the typical internal furnished flat layout.</p> <p>3D view/model and blow-ups of critical areas /computer walk through, bim planning etc.</p> <p>Concept Typical Plan, Elevation and Sectional Details of all finishing details such as Doors, Windows, Wardrobes, Kitchen and Modular platform unit, Toilet and wash basin counter, mirror and modular unit, book shelf and modular unit in Living Room, Crockery Wall unit in Dining Room, Balcony Handrail, Toilet Details and arrangements, Typical Flat Furniture Layout etc.</p>	
	<p>Proposed structural design concept:</p> <p>Optimum foundation system proposed with technical justification. RCC and Structural design layout drawings.</p>	
	<p>Proposed MEP design concept</p> <p>Proposed layout plan for internal and external services and systems and utilities. Drawings for Services related to electrical, plumbing and sanitary, network cabling, EPABX integration with Video Door Phone, etc. Buildings services and other facilities, Lift, STP, Solar Water Heating system, etc.</p>	
4.	Adherence to Building norms & Green Building Rating.	5

	Proposed plan for attaining building-efficiency, energy-efficiency, building sustainability and adoption of best-practices. Proposal for obtaining GRIHA/ IGBC 5 star rating or other as per RBI and CPWD Star Certificate Rain Water Harvesting, Sewage Treatment	
5.	Applicant's ability to clarify the points raised by the Board of Assessors during presentation	5
	<b>Total Marks Obtained</b>	<b>40</b>

- 5. After the Technical Bid Part-II will be completed overall score of each bidder shall be calculated. Financial bid of only those bidders who score 70 or more marks out of 100 (sum of technical bid Part-I and II) shall be opened on date and time as intimated by Engineer-in-Charge.**

Note: - Marks on the above will be awarded by the Board of Assessors on the basis of consultant's presentation. The Board of Assessors shall be constituted as below:-

1. CE(Raipur), CPWD, Raipur
2. Architect from the O/o the CE Raipur.
3. EE(Civil), O/o CE(Raipur), CPWD, Raipur
4. EE, CPWD, Raipur
5. Two members from RBI.



**Overall Evaluation of Technical Bid is as follows:**

S. No.	Attributes	Maximum Marks	Sub-criteria	Marks
1	Average Financial Turnover of Last 3 completed financial years. Annexure-B	10	Above 2.50 Cr.	10
			Between 1.00 Cr.-2.50 Cr.	Pro-rata
			Up to 1.00Cr.	4
2	Experience of completed works of providing Architectural & Services Design for Residential and <b>Non-Residential projects.</b>	10	10 or more Projects	10
			5-9 Projects	5
			1-5 Projects	2.50
			No Project	0
3	Experience of firm in ongoing works of Residential and <b>Non-Residential projects.</b> Note: Award Letters of works from client department to be produced by the intending bidders	10	Each running project shall carry 2.5 marks	
4	Key Personnel to be deployed for this project	30	See Para iii under Section-III of this chapter for marking criteria	
	<b>Technical Bid Part-1 (Total Marks)</b>	<b>60</b>		
5	Technical Presentation (in Power Point) depicting the proposed methodology and concept.	40	Technical presentation is to be made before a jury to be constituted by the Department	
	Total (Technical Bid Part-1 and Part-II)	100		

**Note: Minimum qualifying marks shall be 60% in Technical Bid Part-1 i.e., sum total of marks scored in sections with S. No. 1 to 6 shall be 60 % of corresponding Maximum Marks i.e.,36 out of 60. Those bidders who qualify this criterion shall only be considered for Technical Presentation i.e., Technical Bid Part-II. Further, only those bidders scoring 70 or more marks out 100 (sum of Technical Bid Part-I and II) as per above table shall be considered**

**V. The total marks of the technical bid shall be calculated as below :**

**Technical score (T) (out of 100) = Marks score in above table**

**The financial bids of bidders who score more than 70 marks in technical score (T) shall ONLY be opened.**

The normalized Technical score shall be calculated as:

$$ST = 100 \times (T/T_{\text{High}})$$

Where,

**T= Technical score of bidder,**  
**T<sub>High</sub> = Highest Technical score among all qualifying bidders,**  
**ST= Normalised Technical Score**

**VI. FINANCIAL BID EVALUATION – 20% Weighatge**

Along with the online submission of Technical Bid, the Bidder will also submit his Financial Bid (through online mode only) quoting a fee based on the Scope of Comprehensive Consultancy Services (Chapter-5) in this document.

**1. Opening of Financial Bid**

The Financial Bid of only those Bidders will be opened who qualify as per the above laid down evaluation criteria in both Technical Bid Part-I and Technical Bid Part-II. Bidders will be informed about the date and time of opening of Financial Bid. They may like to be present on such date and time.

**2. Financial Scores**

The lowest Financial Bid (FM) will be given a Financial Score (SF) of 100 points. The financial score (SF) of other financial bids given by Bidders will be computed as per the following formula:

$$SF = 100 \times FM / FO$$

Where,

**FM= Lowest Financial Bid among all qualifying bidders,**  
**FO= Financial Bids of other Bidders,**  
**SF= Normalised Financial Score.**

The following example is included for clarification. Suppose 3 proposals are opened for Financial Bid which gave Rs. 120 (Bidder A), Rs. 100 (Bidder B) and Rs. 110 (Bidder C) as Financial Bid amounts. The proposals will thus be scored as under:

Proposal	Evaluated Cost
A	Rs.120
B	Rs.100
C	Rs.110

Financial Scores of all the qualified Bidders eligible will be calculated in the following manner:

$$\begin{aligned} \text{A: } & 100 \times 100 / 120 = 83 \\ \text{B: } & 100 \times 100 / 100 = 100 \\ \text{C: } & 100 \times 100 / 110 = 91 \end{aligned}$$

**The Financial Bid will have 20% weightage in the overall evaluation.**

**VII. OVERALL EVALUATION FOR SELECTION OF CONSULTANT**

CORRECTION \_\_NIL\_\_ INSERTION \_\_NIL\_\_  
 CUTTING \_\_NIL\_\_ OVERWRITING \_\_NIL\_\_ AE \_\_\_\_\_ EE \_\_\_\_\_

1. The final evaluation will consist of summation from the 2 scores:

$$\text{Total score (S)} = [\text{ST} \times 0.8] + [(\text{SF}) \times 0.2]$$

2. On the basis of the combined weighted score for Technical Bid Part-I & II and Financial Bid, the qualified Bid shall be ranked in terms of the total score (St) obtained. The proposal obtaining the highest total combined score in evaluation of Technical Bid and Financial Bid will be ranked as H-1 followed by the proposals securing less marks as H-2, H-3 etc. The proposal securing the highest combined marks and ranked H-1 will be invited negotiations, if required and shall be recommended for award of contract.
3. In case more than 1 (One) Bidder has identical highest marks in the overall evaluation then such bidders will be asked to submit sealed revised financial offer in the form of letter mentioning revised percentage but the revised amount of bid quoted should not be higher than the amount quoted at the time of initial submission of bid. The revised marks will be worked out on the basis of revised financial offers quoted by the Bidder.
4. **Following is an example of the procedure to be followed.**

As per the example discussed above, suppose 3 proposals A, B & C were received. **The qualified Bidders A, B & C were awarded (75 and 70), (80 and 85) and (70 and 90) marks respectively for Technical Bid and Financial Bid**. All the 3 proposals were, therefore, found technically suitable and their financial proposals were opened after notifying the date and time of bid opening the qualified Bidders. The financial bids were evaluated thereafter as per Section-VI and financial score are given. The combined evaluation, thereafter, will be as under:

Where,  $T_{\text{high}}$  = highest technical score among the responsive bidders.

T = Technical score of bid under consideration out of a maximum of 100 marks.

$$\text{Proposal A} = [(75/80) \times 100] \times 0.80 + [(70/70) \times 100] \times 0.20 = 95$$

$$\text{Proposal B} = [(80/80) \times 100] \times 0.80 + [(70/85) \times 100] \times 0.20 = 96.47$$

$$\text{Proposal C} = [(70/80) \times 100] \times 0.80 + [(70/90) \times 100] \times 0.20 = 85.55$$

**Note:** All marks calculated shall be rounded off to 3 decimal places as per IS: 2-1960 (Rule for Rounding Numerical Values).

The above three proposals in the combined technical & financial evaluations are ranked as under:

Proposal A : 95 points H 2

Proposal B : 96.47 points H 1

Proposal C : 85.55 points H 3

Proposal A, therefore, will be declared as winner of the selection procedure and recommended for negotiations/approval, to the competent authority

5. CPWD is not bound to accept any or all the proposals submitted and reserve the right to reject all the proposals without any liability to the bidder(s).

### VIII. AWARD OF WORK

- a. The work will be awarded to the bidder, **scoring highest overall marks in final evaluation**, amongst technically qualified bidders. The successful bidder shall be informed by the Engineer-in-Charge through a letter of acceptance of his offer.
- b. **The consultant shall** communicate to the Engineer-in-Charge on priority after award of work, the names of the sub consultants to be associated with. The sub- consultants shall be got approved from Executive Engineer Senior Manager, KPD-I, CPWD.
- c. **The consultant shall** enter into a formal agreement with sub consultants bringing out all the relevant terms of their association vis-à-vis consultant i.e., main architect/consultant.
- d. **The consultant shall** submit to the Engineer-in- Charge for record, all the formal letters of confirmation from the sub consultants to work with the main architect/consultant. The selected applicant is expected to complete the Assignment within 10 (ten) days of issue of letter of award.
- e. Remuneration received as per this contract will be subject to tax deductions at source at the rate as applicable at that point of time.
- f. Formal agreement will be drawn by the Executive Engineer & Senior Manager, Kargil Project Division CPWD.
- g. Department reserves the right to accept any Bid or reject any or all the Bids without assigning any reasons or any liability whatsoever including financial liability. Department also reserves the right to close or cancel the entire process of appointment at any point without assigning any reasons whatsoever and without any liability whatsoever.

**TERMS OF REFERENCE****SALIENT FEATURES OF THE WORK**

Name of work: **“Providing Architectural & Engineering Consultancy Services for “Construction of Residential Complex for Reserve Bank of India on Bank’s land at Plot No. C-05, Village Nawagaon, Tehsil Arang, sector 26, Atal Nagar, Nava Raipur ( C.G.)”**

**SH: - Preparation of Development of Master Plan with Concept & Detailed Architectural plans and drawings etc. .**

**Services of civil work (Internal and external water supply, sewerage and movements etc.), Electrical work – (Internal and external cable layout and other services etc.) & Horticulture works (Earth filling, grassing, tree plantations, Shrubs and plotted plants etc. ) & Structural drawings in all shaped form including of providing of relevant data.**

**THE SITE**

The Premises situated on Plot C 5, Sector 26, Atal Nagar, Tahasil Arang, NavaRaipur, Chhattisgarh-462011.

**Brief Description of Work:-**

Please see website notice inviting bids for the above description which is brief and only indicative. There will be other relevant infrastructures required to develop the campus.

**SCOPE OF WORK:-**

Consultant has to prepare a Master Layout Plan for plot (having total area of approx. 30,000 sqm. i.e. 7.413 acre) requirement as shown in NIT.

Consultant shall provide comprehensive consultancy services as per the scope and terms and conditions of NIT. Consultancy work shall include preparation of LOP, Architectural, Structural Drawings, Preliminary Estimate, Detailed Estimate, Tender Documents, obtaining all necessary approvals to LOP and Building Plans and all required mandatory clearances/environmental clearance from Local Authorities/concerned authorities including obtaining occupancy certificate for the entire quarter in the campus. Consultant shall have to obtain all necessary Commencement Certificate, NOC's, and revalidation of CC etc time to time /occupation certificate from local bodies from the concerned authority for whole complex.

The consultant has to provide Comprehensive Consultancy Services as per details given in the paras stated below.

**ROLE OF THE CONSULTANT**

As briefed in notice inviting bids, the Role of the Consultant is to provide **“Providing Architectural & Engineering Consultancy Services for “Construction of Residential Complex for Reserve Bank of India on Bank’s land at Plot No. C-05, Village Nawagaon, Tehsil Arang, sector 26, Atal Nagar, Nava Raipur ( C.G.)”**

**SH: - Preparation of Development of Master Plan with Concept & Detailed Architectural plans and drawings etc. Services of civil work (Internal and external water supply, sewerage**

and movements etc.), Electrical work – (Internal and external cable layout and other services etc.) & Horticulture works (Earth filling, grassing, tree plantations, Shrubs and plotted plants etc. ) & Structural drawings in all shaped form including of providing of relevant data.” and he shall remain involved with the project from its conception to satisfactory and successful completion in all respects.

The consultant shall provide comprehensive consultancy services in project conceptualization covering space utilization, functional requirements, preparation of LOP, Project cost estimation, Working Architectural drawings, Structural drawings and various services design, Detailed Project Report, Preparation of contract Documents, etc. The Preliminary project report shall cover all project components.

The consultant shall prepare Preliminary Estimate based on **DPAR 2021** and submit to the Engineer-in-charge. Consultant shall make necessary corrections/modifications as suggested by the Engineer-in-charge and finally approved PE should be submitted. Consultant has to prepare a Revised P.E., if required, during the execution of work.

The consultant shall take necessary statutory all approval from local bodies, including but not limited to obtaining commencement certificate, completion certificate and occupancy related No-Objection-Certificates (NOCs), obtaining water connection, power connection, sewage connection, Storm water drain connection, Tree Cutting Permission if required, NOC & Approval from Garden Superintendent, NOC & Approval from Civil Aviation Authority, NOC & Approval from Respective Urban Art Commission and Heritage Committee, NOC & Approval from Environment Committee, NOC & Approval Respective Metro Rail Corporation / PWD / Telephone / Police / Electricity Boards, NOC & Approval from any other Office as may be necessary for Completion of the project as a whole. For the Project GRIHA/ IGBC rating certificate is to be obtained (maximum 5- star rating, if possible as per site condition). Accordingly, the Consultant has to maintain the relevant record and if required, he has to engage a sub- consultant for GRIHA/ IGBC certification. All the expenses on the account shall be borne by the Consultant.

All Environmental Impact Assessment, if required has to be done by the consultant.

The consultant and his sub consultant shall have regular interaction with the Engineer-in-charge for formulating the design philosophy and parameters, preparation of preliminary estimate, designs/ drawings and specifications.

The consultant shall prepare Detailed Estimate showing details of measurement, BOQ, draft tender document, analysis of rates etc. and submit to the Engineer-in- Charge for formal approval. The corrections / observations, if any, is made by the Engineer-in-charge, the same shall be complied by consultant till final approval by the competent authority. The approved tender documents shall also be submitted in hard copy as well as soft copy.

The Consultant shall have to perform in an efficient, orderly and professional manner and shall deploy necessary qualified and skilled persons according to the requirement of the services.

The Consultant and the Sub-Consultants shall visit the works during execution stage to ensure that the works are being executed as per approved scheme and render appropriate advice and carry out all site related modifications in the designs and drawings.

The consultant shall have to prepare design philosophy and the design methodology, listing out relevant codes, related references, sound-engineering practices etc.

The consultant shall have to design all the structure and prepare the structural drawing and design the same shall be got proof checked from NIT/IIT or as decided by the Engineer-in-Charge.

The Consultant shall comply with all applicable laws, bye-laws, and statutory provisions etc.

in the performance of the consultancy assignment and in the execution of the project.

The Consultant shall comply with the applicable norms of local as well as Central Govt. Bodies.

The consultancy services shall be provided through a Team Leader supported by experienced professionals. The Consultant will deploy adequate number of professionals and other staff to deliver the requisite services as per time schedule. The Consultant shall have to submit an Organ gram giving details of proposed team detailing the roles/work to be performed by each personnel, their tentative duration, inter-relationships of each personnel etc.

The Consultant shall get the conceptual approval of the CPWD / RESERVE BANK OF INDIA or both through presentations, Comments and suggestions or alternate proposal of the client and his representatives shall be evaluated and suitably incorporated till the concept design is accepted and frozen.

The Consultant shall develop the concept drawings for each of the building for submission to all the statutory authorities/bodies, incorporate changes, if suggested by the statutory authorities / bodies and obtain approvals from all regulatory authorities.

The Consultant shall ensure that the various building/engineering services are suitable and economically designed without any discrepancies between the structure and finishes, and the requirements of service installation.

The Consultant shall ensure that the nature, position, and appearance of all controls of piped services and electrical installation satisfy user and aesthetic requirements, and ensure that adequate coordination drawings are included. He shall also ensure that the various building/engineering services are suitable and economically designed without any discrepancies between the structure and finishes, and the requirements of service installation.

The Consultant shall have to co-ordinate with the CPWD and attend meetings with the CPWD as and when required including meeting with the contractors.

The consultant shall obtain fire clearance from competent authority on completion of the construction work.

The consultant shall prepare the completion drawing and shall obtain completion certificate from local bodies.

The consultant shall submit the required structural Stability Certificate/s from the Design Proof Consultant/ structural designer and submit the same to the Engineer-in- charge.

### **SCOPE OF SERVICES INCLUDING VETTING FORM THE GOVT. INSTITUTE (IIT/NIT)**

As briefed in website notice inviting bids, the consultant shall provide Comprehensive Consultancy Services in the following areas. The consultant shall appoint specialized consultants for which in-house arrangement is not available:

- a). Architectural Services including building plans/ Landscaping /Signage
- b). Quantity Surveying Services
- c). Civil & Structural Engineering Services
- d). Electrical Engineering Services and Solar Energy Services.
- e). Mechanical Engineering Services
- f). Public Health Engineering Services

- g) Waste water management system
- h) Green Building Concept
- i) Structural drawings and including vetted by government Engineering Institution like NIT, IIT.
- j) Any other services which are required but not specifically indicated.

The consultant shall provide comprehensive consultancy services broadly described hereinafter. 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.

Preliminary stage

### **Master Plan/Lay out plan**

Development and Submission of the Draft Master Plan for “**Providing Architectural & Engineering Consultancy Services for “Construction of Residential Complex for Reserve Bank of India on Bank’s land at Plot No. C-05, Village Nawagaon, Tehsil Arang, sector 26, Atal Nagar, Nava Raipur ( C.G.).”** -

**SH: - Preparation of Development of Master Plan with Concept & Detailed Architectural plans and drawings etc. .**

**Services of civil work (Internal and external water supply, sewerage and movements etc.), Electrical work – (Internal and external cable layout and other services etc.) & Horticulture works (Earth filling, grassing, tree plantations, Shrubs and plotted plants etc. )**

**& Structural drawings in all shaped form including of providing of relevant data.**

Modifications of the draft master plan for taking into account the comments and suggestions of the client and Engineer-in-charge.

Submission of the Final Master Plan to local bodies and incorporating changes, if any, suggested by them and re- submitting the same.

Obtaining approval of the master Plan from local authorities.

### **Concept Design.**

Interact with the Engineer-in-charge and representative of the client for development and finalization of concept plan.

Submission of the draft concept design and presentation of the scheme before the RESERVE BANK OF INDIA and CPWD.

Modifications of the draft concept plan taking into account the comments, suggestions etc. of the RESERVE BANK OF INDIA and the CPWD.

### **Project Report**

Preparation of Project Report and Project cost estimate covering all project components including any other equipment required etc.

### **Approval Stage**

Development of the Submission Plans and LOP to local bodies.

Submission of the design, drawing and related document to concerned local authorities

Modifications of the design, drawing etc taking into account the comments, suggestions etc. of the local bodies

Re-Submission of the design and drawings to local authorities.



Obtaining approval of the design, Drawing etc from local bodies.

Carrying out Environment Impact Assessment, submission of the same and getting approval from concerned authorities.

Fee payable to different local bodies shall be borne by consultant.

## DETAILED DESIGN STAGE

### ARCHITECTURAL SERVICES INCLUDING VETTING FORM THE GOVT. INSTITUTE (IIT/NIT)

Preparation of tender drawings, schedules and specification of materials and workmanship, in sufficient detail to enable to prepare a tender document. The tender drawings & documents shall include detailed site plan, detailed drawings for each buildings including floor plans, elevations, door & window schedules, finishing schedules, wall profiles, Staircases, ramp and lift details, details of important building parts / areas, landscape & horticulture details etc. As far as possible standards of quality performance requirement and descriptive names shall be used rather than specific products or brand names.

Prepare and issue “Good for construction” drawings duly vetted form the architectural department of any reputed govt. institution (IIT/NIT). Drawings shall be adequately detailed and shall contain enough information to enable construction, full measurement, pricing and production of bill for payment.

Layout Plan showing:-

- All proposed buildings, play fields, green area, location of tank, STP, Sump, RWH, Elect. Sub-Station etc.
- Blow up of road junction / parking area and other such area as required.
- Coordinated External services
- Architectural plans elevation and section.

Detailed Drawings :-

- Floor plans, fully coordinated with all services/disciplines
- Elevations
- Sections
- Wall profiles
- Doors & Window details
- Stairs/Ramps/Lifts details
- Details of building parts, areas, critical special treatments.
- Toilet details.
- Flooring pattern and details
- Dado details
- Skin sections.

Landscape & Horticulture:-

- Drawings of landscape including blow up of critical areas / landscapes / plant scapes in detailed coordination with all external service.
- Horticulture details
- Any other details / drawings as required by CPWD/RBI.

Any other details required for completion of the buildings/services.

Inspect the works and attend meetings during execution to give clarifications, if any, and to modify the drawings as per the site/construction requirements.

**All the soft copies of architectural drawings (Auto CAD and PDF files) required to be provided by the consultant through e-mail and CD's to the CPWD.**

## CIVIL & STRUCTURAL ENGINEERING SERVICES

### General

The Consultant shall perform all the Civil & Structural design work necessary by utilizing the most economical, effective and widely accepted engineering concepts/practices and shall at all times show a high degree of professionalism in his work.

The Consultant will be fully responsible for the design of all the Civil, Elect. & structural engineering works. The services to be provided by the Consultant shall include but not be limited to the following:

#### Design Basis

- i. Conduct surveys, tests and other investigations as required determining the basis to accomplish economic and safe designs.
- ii. Planning for the structural arrangements with the architectural design.
- iii. Co-ordination & finalization of structural arrangement
- iv. Finalization of design basis & structural systems.
- v. Proof checking of structural design / drawings and issuing the “Good for construction” drawings. The consultant shall also submit the structural design / details (input / output) by the structural consultant and the proof checking thereof along with comments etc. of proof consultant.

Proof checking shall be done from any IIT/NIT.

Fee for the proof checking shall be borne by the consultant.

#### Structural Design Development

- Design of all the structural and non-structural elements

#### Drawing Stage

- Foundation plans & details.
- Column, walls and beam layout plans
- Floor Framing plans, fully coordinated with all disciplines
- Floor slab structural details
- Column & beam structural details
- Staircases, ramps, lifts shafts and machine room details, rainwater harvesting chamber, STP, ETP, septic tank UGR, OHT etc details.
- Requirement of Green Building Concept
- All other details and sketches required for proper execution of the works.

**All the soft copies of structural drawings (Auto CAD and PDF files) required to be provided by the consultant through e-mail and CD's to the CPWD.**

## ELECTRICAL ENGINEERING SERVICES

### General

- Design of electrical installations including all electrical fittings/fixtures, water supply pumps, d-watering pumps etc., as necessary.
- Power Supply & Distribution system including emergency and backup supply, sub-station etc.
- Telephone system, intercom communications facilities,

- Cable TV/dish antenna system
- Lightning protection and Earthing system.
- External Lighting
- UPS back up, if required.
- Building / Energy Management system controlling all essential services.
- Lifts, Escalators.
- Solar Water & Lighting System, if required.
- Any other services required but not specifically indicated.
- Proper coordination with civil engineering / mechanical engineering features / services.
- Air conditioning
- D. G. Set
- C.C.TV & Entrance Security System and equipment

Note: - All the Civil, Electrical and mechanical services, as mentioned above shall be done by the consultant including modifications as per CPWD & client requirement in above. Nothing extra payment shall be made in on account of modifications.

### Services

Carry out basic and detailed designs of comprehensive electrical power distribution scheme, indoor and outdoor lighting, lightning protection and Earthing systems of all the buildings in accordance with the relevant Indian regulations and Standards. The work shall include, but not limited to the following services:

Design and draw up preliminary schemes on the electrical requirements.

Design the distribution systems and prepare single line diagrams with details of accessories and equipment.

Specify the details and capacities of HT panels, Transformers, L T panels, standby diesel generators and fuel intake, and to specify the type of supply arrangement for incoming power supply, interlocking arrangement between HT panel, transformer, L T panel & DG sets.

Design the Sub-station comprising of the HT panel room, transformer room, L T panels room, generator room and to specify the necessary switchgear and control 'Changeover panels, capacitor banks, bus duct, essential and non-essential panels as necessary with the appropriate load shedding.

Make detailed specifications of all electrical items, essential and non - essential panels, power control centers, capacitor panels and the corresponding bill of quantities for the various items.

Design and prepare detailed layout drawings for the individual power. Indoor and outdoor lighting, lighting protection and Earthing system as required.

### Telephone, Intercom & Communication System

- Telephone layout and telephone equipment including conduit and accessories layout for the telephone system and any protective devices battery back-up required.
- Design the EPABX room. Prepare conduit layout of cables and terminals inclusive of a fiber optic or other special data transmission cables for system required.
- Intercom layout and intercom equipment including conduit and accessories layout

for the intercom system and any protective devices required.

- Prepare the specifications and bills of quantities.
- Check and approve detailed drawings of the suppliers and manufacturers
- Check and approve the suppliers" / manufacturers' drawings/documents.

#### **Cable TV/Dish Antenna System, if required.**

- Prepare working drawings indicating the locations of TV points, Central panel/racks of dish antenna.
- Fixing details of dish antenna.
- Prepare specifications and bills of quantities.
- Check and approve the suppliers'/ manufacturers drawings/ documents.

#### **Lightning Protection and Earthing System**

Lighting protection system shall be an advanced integrated lighting protection system. The work shall include, but not limited to, the following

- Prepare plans showing internal/external earth grid, earth electrodes and lightning protection with size of conductors and details of each electrical and lightning arrestors along-with details of Earthing pits.
- Earth system shall be as per relevant Indian Standards and Indian Electricity rules.

#### **External Lighting**

- Assess the external lighting requirement for parking, buildings etc.
- Prepare plans indicating the road lighting with circuit details, typical pole detail with type of fixture, cabling, earthing etc.
- Prepare the specifications and bills of quantities;
- Check and approve detailed drawings of the suppliers and manufacturers;

#### **UPS back-ups**

- Prepare the plan indicating the locations of UPS rooms in the buildings, UPS room layout, Single line diagram/Power flow diagram.
- Prepare specifications and bills of quantities;
- Check and approve detailed drawings of the suppliers/ manufacturers;

#### **Solar Heating and R.O. System**

- Planning and installation of Solar Heating System and R.O. System for this building.
- Prepare specification and bill of quantities.
- Check and approve detailed drawings of the suppliers/manufacturers.

#### **5.2.14. Planning & Designing C.C.TV & Entrance Security System & Equipment, D.G. Set & Air Conditioning**

### **MECHANICAL ENGINEERING SERVICES**

#### **General**

The services to be provided by Consultant shall include.

Fire detection and alarm system and Firefighting.

Lifts, escalators, water pumps etc.

Proper coordination with civil / electrical engineering features / services.

### **Services**

To carry out basic and detailed design of the required Heating, Ventilation & Air conditioning system. This shall include amongst others the following services:

#### **Fire Detection & Alarm System**

- Design the FDA Control Room layout.
- Prepare working drawings (Floor wise) indicating the zones, location of the fire alarm sensors, Response Indicator, Manual call points, Hooters, their conduits and wiring and location/details of FDA control panels.

#### **Lifts, Escalators**

- Specify the capacity and type of lifts/escalators to be provided and prepare layout for the necessary machine areas.
- Finalize the design for lifts and escalators installation as per the Statutory/local regulations.
- Prepare specifications and bills of quantities.
- Check and approve the suppliers'/ manufacturers drawings/ documents.

#### **Water Pumps**

- Specify the type and capacity of pumps for water supply & d-watering purpose.
- Prepare specifications and bills of quantities.
- Check and approve the suppliers'/ manufacturers drawings/ documents.

#### **Ventilators system (as required)**

- Design and estimation of proper ventilation system from fire safety point of view.
- Vetting of soft drawings etc. for the system.

#### **Fire Fighting & Fire Suppression System**

- Design and prepare working drawings for internal and external fire protection and suppression system including hydrant, sprinkler system, CO2 flooding system, pressurization system, fire extinguishers, UG tanks, fire pump rooms etc. in line with the statutory requirements.
- Size all equipment required and prepare detailed specifications and bill of quantities.
- Obtain necessary license/permissions from the statutory/local fire authority /bodies etc. as required.
- Check and approve detailed drawings and data sheet of suppliers/ manufacturers.

**All the soft copies of electrical drawings (Auto CAD and PDF files) required to be provided by the consultant through e-mail and CD's to the CPWD**

### **PUBLIC HEALTH ENGINEERING**

All the design and drawings should be well coordinated with Architecture, structure and other services drawings.

All designs shall be as per the latest Indian Standards, Local bye-laws and statutory

norms/regulation.

Design of Public Health & Engineering services taking into account various topographical, meteorological, Hydrological etc. reports, identify the source and quality of water, conduct survey of existing water supply system, Sewerage system, Drainage system, Fire-fighting system, other site development works etc. for planning of services. These existing systems are to be augmented with proposed (Required) system.

The services shall include following major components:

- Water Supply System
- Sewerage System
- Drainage System
- Fire Fighting & Fire Suppression System

## Services

### Water Supply System

- Calculation of water requirements for domestic, non-domestic and other services.
- Design and prepare working drawings of internal and external water supply system including Underground tank, Overhead tank, Water treatment plant, Pumping stations, rising mains, distribution system and internal plumbing, recycling of treated waste water etc.
- Prepare specifications and bill of quantities.
- Check and approve detailed drawings and data sheets of suppliers/ manufacturers.

### Internal Sanitary Installations

- Design and prepare working drawings of internal sanitary installations.
- Identify, design and prepare working drawings of handicapped friendly toilets and sanitary installations, if required.
- Prepare specifications and bill of quantities.
- Check and approve detailed drawings and data sheets of supplies / manufacturers.

### Sewerage System

- Calculation for quantity of waste water generated from different sources and design waste water treatment plant.
- Design and prepare working drawings for internal and external soil/waste disposal systems including sewage treatment plant and treated water usages, etc.
- Obtain approval from statutory and local bodies for waste disposal if any.
- Prepare specifications and bill of quantities.
- Check and approve detailed drawings and data sheets of suppliers/ manufacturers.

### Drainage

- Design and prepare working drawings for storm water drainage including roof drainage, service area drainage and surface drainage.
- Design and prepare working drawings for rain water harvesting system.
- Obtain approval from statutory and local bodies for drainage connections and rainwater harvesting scheme etc.
- Prepare specifications and bill of quantities.
- Check and approve detailed drawings and data sheets of suppliers/ manufacturers.

**All the soft copies of service drawings (Auto CAD and PDF files) required to be provided by the consultant through e-mail and CD's to the CPWD**

### **Site development Works**

Design and prepare working drawings (longitudinal & cross section) for roads/ footpaths/ parking areas etc.

Design and prepare working drawings of irrigation system for horticulture. Prepare specifications and bill of quantities.

Check and approve detailed drawings of suppliers/ manufacturers.

### **Note:-**

**1. All drawing of architectural details, services, developments plans, coordinated drawings etc. should be proof checked and vetted from any reputed Govt. Institute (IIT/NIT)**

**2. Coordinated drawing and skin section details are required for all drawings.**

### **Project Documentation**

- Prepare and submit required number of copies of monthly progress accomplishment reports of the project.
- Ensure the preparation and submission of AS-BUILT drawings along with auto - CAD soft files and PDF soft files and record all approved deviations and changes in drawings.

Provide any other services not explicitly mentioned but reasonably required for project development.



**Annexure - B**

*Formats for Technical Bids*

**“Providing Architectural & Engineering Consultancy Services for “Construction of Residential Complex for Reserve Bank of India on Bank’s land at Plot No. C-05, Village Nawagaon, Tehsil Arang, sector 26, Atal Nagar, Nava Raipur ( C.G.)”**

**SH: - Preparation of Development of Master Plan with Concept & Detailed Architectural plans and drawings etc. .**

**Services of civil work (Internal and external water supply, sewerage and movements etc.), Electrical work – (Internal and external cable layout and other services etc.) & Horticulture works (Earth filling, grassing, tree plantations, Shrubs and plotted plants etc. ) & Structural drawings in all shaped form including of providing of relevant data.**

**LETTER OF TRANSMITTAL**

To,

Executive Engineer,  
CPWD, Raipur.

**Sub: Providing Architectural & Engineering Consultancy Services for “Construction of Residential Complex for Reserve Bank of India on Bank’s land at Plot No. C-05, Village Nawagaon, Tehsil Arang, sector 26, Atal Nagar, Nava Raipur ( C. G.) SH: - Preparation of Development of Master Plan with Concept & Detailed Architectural plans and drawings etc. .**

**Services of civil work (Internal and external water supply, sewerage and movements etc.), Electrical work – (Internal and external cable layout and other services etc.) & Horticulture works (Earth filling, grassing, tree plantations, Shrubs and plotted plants etc. )& Structural drawings in all shaped form including of providing of relevant data.**

Sir,

1 I/we hereby certify that all the statement made and information supplied in the enclosed Annexures and accompanying statement are true and correct.

2 I/We have read and examined the complete document including the instructions to bidders, terms of reference and general conditions of the contract and services to be provided during pre-construction stage, construction stage and occupation stage for above- mentioned work.

I/We hereby submit our application on prescribed formats for undertaking the work referred to in the aforesaid documents upon the terms and conditions contained/ referred to therein. I/We agree to abide by and fulfill all the terms, conditions and provisions of the aforesaid documents.

I/We undertake to commence the work immediately on receipt of the letter of acceptance and to complete the work in the period as stated in terms of reference.

I/We agree to associate anyone of the following proof consultant for this work. The fee of the proof consultant shall be borne by the department.

Name of the Proof Consultant (Any IIT/NIT)( to be indicate by bidder)	
1.	
2.	

2. I/We confirm that we are registered with the Council of Architecture of India & empanelled in CPWD or I shall engage Architects registered with council of Architecture & as per terms and condition of NIT.

3. I/we confirm that we are not debarred/ blacklisted by any Government department/organization/PSU on the last date of submission of this bid or I am debarred or blacklisted by ..... (Name of Client) for the period from ..... to .....

CORRECTION   NIL   INSERTION   NIL    
CUTTING   NIL   OVERWRITING   NIL   AE(P)

EE

4. I/We hereby express our interest and submit my/our bid for Eligibility cum Technical Bid (Part-1) in prescribed formats for undertaking the above referred work.
5. I/We agree to abide by and fulfill all the terms, conditions and provisions of the aforesaid documents.
6. I/We confirm that to the best of my/our knowledge and belief the information contained in the specified formats and all supporting and explanatory information is truthful and exact.
7. I/We have furnished all information and details necessary for qualification of Technical bid – Part 1 and have no further pertinent information to supply. For fulfillment of the required competence for undertaking the instant consultancy work we wish to associate the following firms or individuals:

S.No.	Name of Firm Associate	Domain/ Sub-domain
1.		
2.		

8. I/We also authorize **Executive Engineer, CPWD, Raipur** approach individuals, employers, firms and corporation to verify our credentials, competence and general reputation.
9. By virtue of my/our signature below, I/We confirm that to the best of my/our knowledge and belief the information contained in the specified formats, sections thereof and any annexure thereto and all supporting and explanatory information is truthful and exact.

**Signature**

**(Authorized Signatory of consultant)**

**(In capacity of)**

**Duly authorized to sign**

**(Name and Address of Consultant)**

**The tender on behalf of**

**Witness**

-----

**Date:**

**Address:**

Note: \* Letter of Authority from Bidder should be enclosed, in case of Authorized Signatory of Bidder.

**Annexure - B.2****COMPOSITION OF THE TEAM PERSONNEL AND THE TASK WHICH  
WOULD BE ASSIGNED TO EACH TEAM MEMBER****(Details of only key Technical & Managerial Staff need to be given)**

<b>S. No.</b>	<b>Name</b>	<b>Position</b>	<b>Task Assignment</b>
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13.			
14.			
15.			

**FORMAT OF CURRICULUM VITAE (CV) FOR PROPOSED KEY TEAM PERSONAL**

1. Proposed Position:  
\_\_\_\_\_
2. Name of the personal:  
\_\_\_\_\_
3. Date of Birth: \_\_\_\_\_ **(Please furnish proof of age)**
4. Nationality:  
\_\_\_\_\_
5. Educational Qualifications:  
(Summarize college / university and other specialized education of staff member, giving names of college, dates attended and degrees obtained.) **(Please furnish proof of qualification.)**
6. Membership of Professional Societies:  
\_\_\_\_\_
7. **Employment Record:**  
(Starting with present position, list in reversed order, and every employment held. List all positions held by staff member since graduation, giving dates, names of employing organization, title of positions held and locations of assignments. Experience **period of specific assignment must be clearly mentioned**, also give client references, where appropriate).
8. Summary of experience **(Please furnish proof of experience.)**
  - i. Total experience in the field proposed to be assigned:  
\_\_\_\_\_Yrs.
  - ii. Responsibilities held during the experience period as per 8.1
9. Permanent Employment with the firm (Yes / No) If yes, how many years : \_\_\_\_\_  
If no, what is the employment : \_\_\_\_\_  
Arrangement with the firm? : \_\_\_\_\_
10. Details of the current assignment and the time duration for which services are required for the current assignment.

**Certification:**

1. I, the undersigned, certify that to the best of my knowledge and belief, this bio data correctly described myself my qualifications and my experience.

**Signature of the Person** \_\_\_\_\_

**Place** \_\_\_\_\_

**Date** \_\_\_\_\_

**Signature of the Authorized Representative of the firm**

**Place** \_\_\_\_\_

**Date** \_\_\_\_\_

Note: Each page of the CV shall be signed in ink by both the staff member and the Authorized Representative of the firm. Photocopies will not be considered for evaluation.

**Annexure – B-4****DETAILS OF KEY PERSONNEL**

(To be deployed for this Project. Only regular employers who have been with the applicant of consultant member of the group for at least 6 months should be included. Information should be given separately for each member of the group in case of a consortium or partnership.

**B. Personnel from Consultant's Organization**

S. No.	Key position	Name of Staff	Qualification	Years of Experience	Field specialization	Man-Months proposed	Remarks
--------	--------------	---------------	---------------	---------------------	----------------------	---------------------	---------

**C. Personnel from Sub-consultant's organization.**

S. No.	Key position	Name of Staff	Qualification	Years of Experience	Field specialization	Man-Months proposed	Remarks
--------	--------------	---------------	---------------	---------------------	----------------------	---------------------	---------

**MANPOWER DEPLOYMENT SCHEDULE:**

S. No.	Name of expert	Position in team	Duration - Days 15-30, 30-45, 45-60, 60-75, 75-90, 90-105, 105-120,	Man Days	Man Months

- Note:
1. Show personnel (for all areas as mentioned in TOR)
  2. Show duration by solid line for continuous inputs and broken line for staggered inputs considering the present commitments.
  3. Associates consultant/key personnel, if not in-house, then prior approval of Chief Engineer (Raipur) Central P.W.D., Raipur (C.G.) will be required, before their engagement.

## ANNXURE – C- 1

## LETTER OF TRANSMITTAL OFFINANCIAL PROPOSAL

To,

Executive Engineer,  
CPWD, Raipur

**Sub: Providing Architectural & Engineering Consultancy Services for “Construction of Residential Complex for Reserve Bank of India on Bank’s land at Plot No. C-05, Village Nawagaon, Tehsil Arang, sector 26, Atal Nagar, Nava Raipur ( C.G.).”**

**SH: - Preparation of Development of Master Plan with Concept & Detailed Architectural plans and drawings etc. services of civil work (Internal and external water supply, sewerage and movements etc.), Electrical work – (Internal and external cable layout and other services etc.) & Horticulture works (Earth filling, grassing, tree plantations, Shrubs and plotted plants etc. ) & Structural drawings in all shaped form including of providing of relevant data.**

Sir,

Having examined the details given in the Bid Documents for the above work, I/We hereby submit our Financial Proposal.

Enclosures:

Seal of applicant

Date of submission.

**SIGNATURE OF APPLICANT**

---

**Note:**

**This page is to be filled at the time of signing of the Agreement. It is not to be scanned and uploaded while submitting online bid.**

**FINANCIAL OFFER**

I/We have read and examined the bid document relating to the **“Providing Architectural & Engineering Consultancy Services for “Construction of Residential Complex for Reserve Bank of India on Bank’s land at Plot No. C-05, Village Nawagaon, Tehsil Arang, sector 26, Atal Nagar, Nava Raipur ( C.G.)”**

**SH: - Preparation of Development of Master Plan with Concept & Detailed Architectural plans and drawings etc. Services of civil work (Internal and external water supply, sewerage and movements etc.), Electrical work – (Internal and external cable layout and other services etc.) & Horticulture works (Earth filling, grassing, tree plantations, Shrubs and plotted plants etc. ) & Structural drawings in all shaped form including of providing of relevant data.**

” I/We hereby offer to provide comprehensive consultancy services as per terms and condition in the bid document in consideration for a lump sum amount of

Rs. ....

(Rupees.....only)

I/We understand that the above quoted amount is the net inclusive of all taxes and nothing extra over it shall be paid.

I/We agree to keep the offer valid for 45 days from the date of opening of financial bid documents.

I/We declare that we shall treat these documents and other documents connected with the work confidential and shall not communicate the information derived there from to any person other than a person to whom we are authorized to communicate.

I/ We confirm that no escalation will be claimed over and above the agreed sum due to any increase in the cost of the Project due to delay in execution or providing some additional services, if required in the aforesaid Project.

Place :-

Signed for and on behalf of the firm

Date:-

Authorized signatory of the firm

Witnesses:

1.....

**(Name & Address)**

2.....

**(Name & Address)**

- 1. This page is to be filled at the time of signing of the Agreement. It is not to be scanned and uploaded while submitting online bid.**
- 2. The financial bid is to be submitted online only for which separate template has been created.**



**FORM OF AGREEMENT**

The agreement made on this.....day of month.....year Two Thousand Seventeen between the President of India, represented by Executive Engineer, CPWD, Raipur on the one hand, hereinafter known as the President, which shall include his duly authorized representatives and officers of the CPWD, Government of India and .....  
(name of consultant) on the other hand, hereinafter known as the Consultant, a firm carrying the business of rendering consultancy services from the premises located \_\_\_\_\_(address of consultant), which includes its authorized representatives, and legal heirs, joint venture partners each of which will be finally and severally liable to the President of India for all the obligations under this contract.

In consideration of the payment to be made by the CPWD to the consultant, the consultant hereby agrees with the Engineer-in-charge to perform the service in the best professional manner and in conformity with the terms of reference and conditions of this agreement.

The complete online bid document along with its enclosure as published online at the time of invitation and acceptance thereof together with any correspondence leading thereto shall form part of the agreement for the work “**Providing Architectural & Engineering Consultancy Services for “Construction of Residential Complex for Reserve Bank of India on Bank’s land at Plot No. C-05, Village Nawagaon, Tehsil Arang, sector 26, Atal Nagar, Nava Raipur ( C.G.)”**”

**SH: - Preparation of Development of Master Plan with Concept & Detailed Architectural plans and drawings etc. Services of civil work (Internal and external water supply, sewerage and movements etc.), Electrical work – (Internal and external cable layout and other services etc.) & Horticulture works (Earth filling, grassing, tree plantations, Shrubs and plotted plants etc. ) & Structural drawings in all shaped form including of providing of relevant data”..**

**Signature Clause:**

<b>(Signature)</b>	<b>(Signature)</b>
<b>Authorized Signatory</b>	Executive Engineer CPWD, Raipur
<b>(For &amp; on behalf of the firm of Consultants)</b>	<b>(For &amp; on behalf of the President of India)</b>
Date:	Date:
Place:	Place:

<p><b>1. Witness:</b></p> <p><b>(Signature)</b></p>	<p><b>1. Witness:</b></p> <p><b>(Signature)</b></p>
<p><b>Name:</b></p> <p><b>Address:</b></p> <p><b>Occupation:</b></p>	<p><b>Name:</b></p> <p><b>Address:</b></p> <p><b>Occupation:</b></p>
<p><b>2. Witness:</b></p> <p><b>(Signature)</b></p>	<p><b>2. Witness:</b></p> <p><b>(Signature)</b></p>
<p><b>Name:</b></p> <p><b>Address:</b></p> <p><b>Occupation:</b></p>	<p><b>Name:</b></p> <p><b>Address:</b></p> <p><b>Occupation:</b></p>

**Annexure-D-1****UNDERTAKING**

I/We have read and examined the Technical Bid and Financial Bid documents.

I/We hereby tender for the execution of the work specified for the President of India within the time specified in the "Time Frame" for various activities in all respects with the specifications, design, drawings and instructions in writing referred to in Rules and Conditions of contract and with such materials as are provided for, by, and in respects in accordance with, such conditions so far as applicable.

We agree to keep the tender open for **Forty Five (45) days** from the due date of opening of financial bid and not to make any modifications in its terms and conditions.

A sum of **Rs. 3,00,000/- (Rupees Three Lakh only)** has been deposited such as Insurance Surety Bonds, Account Payee Demand Draft or Bankers cheque or Fixed Deposit Receipt and Bank Guarantee (For Balance amount as prescribed) from any of the Commercial Bank as earnest money.

If I/We fail to furnish the prescribed performance guarantee within prescribed period, I/We agree that the said President of India or his successors in office shall without prejudice to any other right or remedy be at liberty to forfeit the said earnest money absolutely. Further, If I/We fail to commence work as specified, I/WE agree that the said President of India or his successors in office shall without prejudice to any other right or remedy available in law, be at liberty to forfeit the said earnest money and the performance guarantee absolutely, otherwise the said earnest money shall be retained by him towards security deposit to execute all the works referred to in the tender documents upon the terms and conditions contained or referred to therein. Further, I/We agree that in case of forfeiture of earnest money or both Earnest Money & Performance Guarantee as aforesaid, I/We shall be debarred for participation in the re-tendering process of the work.

I/We hereby declare that I/we shall treat the tender documents drawings and other records connected with the work as secret/confidential documents and shall not communicate information/derived there from to any person other than a person to whom I/we am/are authorized to communicate the same or use the information in any manner prejudicial to the safety of the state.

Dated .....

**Signature of Consultants**

**Postal Address**

**Witness:**

**(Signature)**

**Name:**

**Address:**

**Occupation:**

**ACCEPTANCE**

The above tender (as modified by you as provided in the letters mentioned hereunder) is accepted by me for and on behalf of the President of India for a sum of Rs.....  
(Rupees.....) only + service taxes, which will be reimbursed on the actual basis on production of deposit receipt.

The letters referred to below shall form part of this agreement:-

- i)
- ii)
- iii
- )

For & on behalf of the President of  
India

Dated .....

Signature.....

Executive Engineer,  
C. P.W.D., Raipur

**Annexure -E****Receipt of deposition of original EMD****(Receipt No. .... / Date .....****Name of work:**

1. NIT No.
2. Estimated Cost:
3. Amount of Earnest Money Deposit :-
4. Last date of submission of bid:

**(Following data to be filled by EMD receiving EE)**

1. Name of Consultant: .....
2. Form of EMD: .....
3. Amount of Earnest Money deposit: .....
4. Date of submission of EMD: .....

**Signature, Name and designation of EMD  
Receiving officer (EE/AE (P)/AE/AAO)  
along with office stamp**

**INFORMATION & INSTRUCTION FOR EXECUTIVE ENGINEER FOR e-TENDERING**

1. The Executive Engineer of all divisions of CPWD should receive the original EMD for tender of other division.
2. The NIT approving authority/ Executive Engineer at the time of issue of NIT shall also fill and upload the following prescribed format of receipt of deposition of original EMD along with NIT.
3. The Executive Engineer receiving EMD in original form shall examine the EMD deposited by the bidder and shall issue a receipt of deposition of earnest money to the agency in a given format uploaded by tender inviting Executive Engineer. The receipt may be issued by the AE (P)/AE/AAO).
4. The Executive Engineer receiving original EMD shall also intimate tender inviting Executive Engineer about deposition of EMD by the agency by e-mail/fax/telephonically.
5. The original EMD receiving Executive Engineer shall release the EMD after verification from the e-tendering portal website (www.etender.cpwd.gov.in) that the particular contractor is not L-1 tenderer and work is awarded.
6. The tender inviting Executive Engineer will call for original EMD of the L-1 tenderer from EMD receiving Executive Engineer immediately.

**ANNEXURE F****FINANCIAL INFORMATION**

Financial Analysis-Details to be furnished duly supported by figures in balance sheet / profit & loss account for the last five years duly certified and audited by the Chartered Accountants, as submitted by the applicant to the Income Tax Department (Copies to be attached).

Financial Year	2019-20	2020-21	2021-22	Remarks
(i) Gross Annual Turn Over on Consultancy works.				
(ii) Profit/Loss (After Tax)				

Signature of Chartered Accountant with Seal

Signature of Bidders

Date :

(Name, Address & Contact Number of CA)

## BANKERS' CERTIFICATE FROM A SCHEDULED BANK

This is to certify that to the best of our knowledge and information that M/s./Sh./Ms. .... having marginally noted address, a customer of our bank are / is respectable and can be treated as good for any engagement up to a limit of Rs .....(Rs. in words).

This certificate is issued without any guarantee or responsibility on the bank or any of the officers.

(Signature For the Bank)

NOTE: (1) Banker's certificate should be on letter head of the Bank, addressed to tendering authority

(2) In case of partnership firm, certificate should include names of all partners as recorded with the Bank.

**FORM FOR CERTIFICATE OF NETWORTH FROM CHARTERED ACCOUNTANT**

It is to certify that as per the audited Balance Sheet and Profit & Loss Account during the Financial Year.....the Net Worth of M/s.....(Name & Registered Address of Individual/Firm/Company), as on.....(the relevant date) is Rs.....after considering all liabilities. It is further certified that the Net Worth of the company has not eroded by more than 30% in the last three years ending on (the relevant date).

(Signature of Chartered Accountant)

Name of Chartered Accountant:-

Membership No. of ICAI:-

Date and Seal:-

**NOTE:**

1. Net Worth certificate should be on letter head of the Chartered Accountant, sealed in cover addressed to tendering authority (Executive Engineer, CPWD.....).
2. In case of partnership firm, certificate should include names of all partners as recorded with the Chartered Accountant.
3. The certificate should not be more than 6 months old.



**ANNEXURE - I****AFFIDAVIT**

I/we undertake and confirm that our firm/partnership firm has not been blacklisted and/or debarred by CPWD, MoUHA or Ministry of Finance. Further that, if such information comes to the notice of the department, then I/we shall be debarred for bidding in CPWD in future forever. Also, if such information comes to the notice of department on any day before date of start of work, the Engineer-in-Charge shall be free to cancel the agreement and to forfeit the entire amount of Earnest Money Deposit/Performance Guarantee (Scanned copy of this notarized affidavit to be uploaded at the time of submission of bid)

**Signature of Bidder(s) or an authorized  
Officer of the firm with stamp**

## ANNEXURE - J

**DETAILS OF ELIGIBLE SIMILAR NATURE OF WORKS COMPLETED DURING THE LAST SEVEN YEARS ENDING PREVIOUS DAY OF THE LAST DAY OF SUBMISSION OF BID**

S. No.	Name of Work/ Project and location	Owner or sponsoring organization	Cost of the work/Projects in Crores of Rupees*	Cost of consultancy work in Lacs of Rupees	Date of commencement of consultancy as per contract	Details of Consultancy services Provided : (a) Brief Description of Project (b) Scope of Consultancy – Master Plan / Architectural / Structural / MEP / HVAC / Fire fighting / Interior Design / GRIHA/ IGBC Consultancy (c) Functional Use of Different Buildings Designed	Stipulated date of completion of Construction work	Actual date of completion of Consultancy work.	Litigation / arbitration case pending/ in progress with details *	Name, Contact Address, Telephone number, Email id of Project In-charge from Client side to whom reference may be made for verification	Whether the work was done on back to back basis Yes/ No
1	2	3	4	5	6	7	8	9		11	12

\* Indicate Gross Amount claimed and Amount awarded by the Arbitrator.

**Note:**

- Supporting documents like Certificate from Client in support of each of the above Similar Works/ Projects to be furnished. However, copy of award letters / work orders etc. need not be enclosed.
- The photographs, drawings etc. can be enclosed to supplement any salient features/components.

**PERFORMANCE REPORT OF CONSULTANCY SERVICES RENDERED BY THE  
CONSULTANT REFERRED IN ANNEXURE J**

**For Comprehensive Design Consultancy**

1. Name of Consultant with Address:
2. Name of Work/Project & location.
3. Agreement no. & Name of Contracting Organization:
4. Nature of Project:
  - a. Type of Building / Campus:
5. Construction Cost of work on Completion (if applicable):
6. Date of Completion of Construction of work:
7. Consultancy Services Fee Paid:
8. Brief Detail of Scope of Consultancy Work Done:
9. Date of start of Consultancy work:
10. Date of completion of Consultancy work:
11. Brief Details of Project:
12. Performance Report of Consultant Work:
  - (i) Quality of Consultancy Services : Outstanding/Very Good/ Good / Poor
  - (ii) Technical Proficiency : Outstanding/Very Good/Good / Poor
  - (iii) General Behavior : Outstanding/Very Good/Good / Poor

\*Weighted avg. of above three criteria shall be considered for marking in Technical Bid:Part-1.

Dated:

Executive Engineer or equivalent  
/Authorized Signatory of Client

**Note: Performance report in any other format with client signature and Seal / Letter Head giving above details shall also be considered, provided the desired information is available.**

### STRUCTURE OF ORGANISATION

1. Name & Address of the Bidder:
2. Year of Establishment of Firm:
3. Telephone no. & Fax no.
4. Email id :
5. Legal status of the Bidder (Scan and Upload copies of original document defining the legal status)
  - (a) An Individual\*
  - (b) A proprietary firm\*
  - (c) A firm in partnership\*
  - (d) A limited company or Corporation\*
6. Particulars of registration with various Government Bodies (Scan and Uploaded attested photocopy)

**Organization/Place of registration**

**Registration No.**

i.

6. Names and titles of Directors & Officers with designation to be concerned with this work.:  
**Details of Architecture degree and Registration with COA of all Directors.**
7. Designation of individuals authorized to act for the organization.
8. Has the Bidder or any constituent partner in case of partnership firm, Limited Company/ Joint Venture ever been convicted in the court of law? If so, give details.
9. In which field of Civil Engineering construction/ Architecture the Bidder has specialization and interest?
10. Registration number and year of registration \*\* of the inhouse Architect(s) with Council of Architecture :
11. Name, qualification and experience details of Architect(s), in-house with the bidder :
12. Any other information considered necessary but not included above.

\*\* Scan and Uploaded Copy of Certificate of Registration with Council of Architecture.

Signature of  
Bidder(s)

\*Strike out which is not applicable.

**DETAILS OF COMPLETED WORKS OF PROVIDING ARCHITECTURAL & SERVICES DESIGN FOR NON-RESIDENTIAL PROJECT**

S. No.	Name of Work/Project and location	Owner or sponsoring organization	Cost of the work/Projects in Crores of Rupees*	Cost of consultancy work in Lacs of Rupees	Date of commencement of consultancy as per contract	Details of Consultancy services Provided : (a) Brief Description of Project (b) Scope of Consultancy – Master Plan / Architectural / Structural / MEP / HVAC / Fire fighting / Interior Design / GRIHA / IGBC Consultancy (c) Functional Use of Different Buildings Designed	Stipulated date of completion of Construction work	Actual date of completion of Consultancy work.	Litigation / arbitration case pending/ in progress with details *	Name, Contact Address, Telephone number, Email id of Project In-charge from Client side to whom reference may be made for verification	Whether the work was done on back to back basis Yes/No
1	2	3	4	5	6	7	8	9		11	12
1											
2											

\* Indicate Gross Amount claimed and Amount awarded by the Arbitrator.

**Note:**

- Supporting documents like Certificate from Client in support of each of the above Similar Works/ Projects to be furnished. However, copy of award letters / work orders etc. need not be enclosed.
- The photographs, drawings etc. can be enclosed to supplement any salient features/components.

## ANNEXURE –L-1

**DETAILS OF ONGOING WORKS OF PROVIDING ARCHITECTURAL & SERVICES DESIGN FOR NON-RESIDENTIAL PROJECT**

S. No.	Name of Work/ Project and location	Owner or sponsoring organization	Cost of the work/Projects in Crores of Rupees*	Cost of consultancy work in Lacs of Rupees (as per LOA)	Date of commencement of consultancy as per contract	Details of Consultancy services Provided : (a) Brief Description of Project (b) Scope of Consultancy – Master Plan / Architectural / Structural / MEP / HVAC / Fire fighting / Interior Design / GRIHA/ IGBC Consultancy (c) Functional Use of Different Buildings Designed	Stipulated date of completion of Construction work	Name, Contact Address, Telephone number, Email id of Project In-charge from Client side to whom reference may be made for verification
1	2	3	4	5	6	7	8	9
1								
2								

1. Supporting documents like copy of award letters / work orders etc. need to be enclosed.
2. The photographs, drawings etc. can be enclosed to supplement any salient features/components.

## ANNEXURE M

**DETAILS OF TECHNICAL PERSONNEL TO BE DEPLOYED FOR THIS PROJECT  
(Team for this Project)**

**Format for furnishing CV of Own Key personnel proposed to be engaged in the Consultancy**

(Details should conform to requirements given in Chapter-6)

S.No	Name of Personnel	Number of Years of Experience in relevant field	Position Held (at Present)	Field of Specialization (out of Sub-domains mentioned)	Educational Qualification		Remarks
					Post Graduate or higher	Graduate	
1							
2							
3							
4							

**(Signature of bidder with seal)**

**Note:** 1. Bidder is required to upload relevant documents in support of his information given above.

2. After award of contract by CPWD, all of the proposed key personnel to be available during implementation of the project. However, any proposed substitution of key personnel by the Consultant have to be approved by the Engineer-in-Charge. All substitution of Key Personnel by the consultant shall be done by Personnel with qualification and experience equal or more than of those mentioned in the bid.

**Curriculum Vitae (CV) for each Own Key Personnel provided in Annexure-K (To be deployed on the Project)**

Proposed Position on this work: \_\_\_\_\_  
 Name of Firm: \_\_\_\_\_  
 Name of staff: \_\_\_\_\_  
 Nationality: \_\_\_\_\_  
 Profession: \_\_\_\_\_  
 Year with the Firm: \_\_\_\_\_  
 Details of tasks Assigned: \_\_\_\_\_

**Colour  
Photo of  
the  
Personnel**

**Qualification:**

(Summarize College/ University and other specialized education of staff member giving names of college/ institution, year of passing and degree obtained in about Quarter of a page)

**Language:**

(Include proficiency in speaking, reading and writing each language by a degree of (Excellent/Good /Fair or Poor)

**Employment Record & Present Commitments:**

(Starting with present position, list in reversed order, and every employment held since graduation, giving dates, names of employing organization, title of position held and location of assignments. For experience in last ten years, also give type of activities performed and references, where appropriate. The information to be provided will include the position, project brief including location, cost, duration of assignment & current status etc.)

Particular Experience under this heading: Give outline of staff member's experience and training pertinent to this work. Describe degree of responsibility held by staff member on relevant previous assignment and give dates and locations in addition academic qualifications (in about half a page)

**Certification:**

I, the undersigned, certify that to the best of my knowledge and belief, this bio-data correctly describes my qualification, my experience and me.

I also indicate my willingness to work on this project and my availability for the man hours committed for this project by me.

Date: Day/Month/Year: \_\_\_\_\_

Signature of Key personnel : \_\_\_\_\_

Sign of Authorized Official from  
the firm and seal of the firm: \_\_\_\_\_

Note:

(i) The above information should be factually correct, providing false or incorrect information will be considered very seriously and Bidder providing false information may be disqualified. **The each CV will be countersigned by the authorized signatory of the bidder firm in blue ink and a scanned photo attached on it in the space provided.**



On non-judicial stamp paper of minimum Rs. 100  
(Guarantee Offered by Bank to CPWD in Connection with The Execution of Contracts)

**Form of Bank Guarantee for Earnest Money Deposit /performance  
Guarantee/Security Deposit/Mobilization Advance**

1. Whereas the Executive Engineer, CPWD, Raipur on behalf of the President of India (hereinafter called "The Government") has invited bids under.....(NIT number).....dated.....for.....  
.....(name of work) .....
- The Government has further agreed to accept irrevocable Bank Guarantee for Rs. ....  
(Rupees ..... only) valid upto ..... (date)\*..... as Earnest Money Deposit from  
..... (Name and address of contractor) ....., (hereinafter called "the contractor") for  
compliance of his obligations in accordance with the terms and conditions of the said NIT.

OR\*\*

Whereas the Executive Engineer, CPWD, Raipur (Name of Division) on behalf of the President of India (hereinafter called "The Government") has entered into an agreement bearing number..... with  
.....(name and address of the contractor) ..... (Hereinafter called "the Contractor") for execution of work..... (Name of work) ..... The Government has further agreed to accept an irrevocable Bank Guarantee for Rs. .... (Rupees ..... only) valid upto ..... (date) ..... as Performance Guarantee/security Deposit/Mobilization Advance from the said Contractor for compliance of his obligations in accordance with the terms and conditions of the agreement.

2. We, ..... (Indicate the name of the bank) (herein after referred to as "The Bank"), hereby undertake to pay to the Government an amount not exceeding Rs..... (Rupees ..... only) on demand by the Government within 10 days of the demand.
3. We, ..... (indicate the name of the Bank) do here by undertake to pay the amount due and payable under this guarantee without any demur, merely on a demand from the Government stating that the amount claimed is required to meet the recoveries due or likely to be due from the said contractor. Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this Guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs..... (Rupees .....only).
4. We, ..... (indicate the name of the Bank) ....., further undertake to pay the Government any money so demanded notwithstanding any dispute or disputes raised by the contractor in any suit or proceeding pending before any court or Tribunal, our liability under this Bank Guarantee being absolute and unequivocal. The payment so made by us under this Bank Guarantee shall be a valid discharge of our liability for payment there under and the contractor shall have no claim against us for making such payment.
5. We, ..... (indicate the name of the Bank) further agree that the Government shall have the fullest liberty without our consent and without affecting in any manner. our obligation here under to vary any of the terms and conditions of the said agreement or to extend time of performance by the said contractor from time to time or to postpone for any time or from time to time any of the powers exercisable by the Government against the said contractor and.to forbear or enforce any of the terms and conditions re-rating to the said agreement and we shall not be relieved from our liability by reason of any such variation or extension being granted to the said contractor or for any forbearance, act of omission on the part of the Government or any indulgence by the Government to the said contractor or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.

CORRECTION   NIL   INSERTION   NIL    
CUTTING   NIL   OVERWRITING   NIL   AE(P)

EE

- 6. We, ..... (Indicate the name of the Bank) further agree that the Government at its option shall be entitled to enforce this Guarantee against the Bank as a principal debtor at the first instance without proceeding against the contractor and notwithstanding any security or other guarantee the Government may have in relation to the Contractor's liabilities.
- 7. This guarantee will not be discharged due to the change in Contractor.
- 8. We, ..... (indicate the name of the Bank) ..... undertake not to revoke this guarantee except with the consent of the Government in writing.
- 9. This Bank Guarantee shall be valid up to ..... unless extended on demand by the Government. Notwithstanding anything mentioned above, our liability against this guarantee is restricted to Rs..... (Rupees..... only) and unless a claim in writing is lodged with us within the date of expiry or extended date of expiry of this guarantee, all our liabilities under this guarantee shall stand discharged.  
Date. ....

Witnesses:

Signature.....  
 Name and address  
 Designation Staff code no.  
 Bank seal:

Authorized signatory  
 Name

Signature.....  
 Name and address

Date to be worked out on the basis of validity period of 90 days, where only financial bids are invited and 180 days for two/three bid system from the date of submission of tender.

\*\* In paragraph 1, strike out the portion not applicable. Bank Guarantee will be made either for earnest money or for performance guarantee/security deposit/mobilization advance, as the case may be.

**APPENDIX - XVIII**  
**Notice for appointment of Arbitrator**

To,  
The Chief Engineer/Superintending Engineer  
..... (Zone or Circle) .....

Subject: Notice for appointment of Arbitrator for adjudication of disputes relating to agreement number:  
.....

Dear Sir,

In terms of arbitration clause of the aforesaid agreement, particulars of which are given below, I/We hereby give you notice to

appoint an Arbitrator for adjudication of disputes mentioned below.

1. Name of applicant
2. Whether applicant is Individual/Prop. Firm/Partnership Firm/Ltd. Co.
3. Full address of the applicant
4. Name of the work and contract number in which arbitration sought
5. Name of the Division which entered into contract
6. Contract amount in the work
7. Date of contract
8. Date of initiation of work
9. Stipulated date of completion of work
10. Actual date of completion of work (if completed)
11. Total number of claims made
12. Total amount claimed
13. Date of intimation of final bill (if work is completed)
14. Date of payment of final bill (if work is completed)
15. Amount of final bill (if work is completed)
16. Date of request made to SDG/ADG for conciliation
17. Date of receipt of SDG/ADG's decision
18. \*I/We hereby give consent for appointment of Arbitrator of MoHUA.

An agreement as per Appendix-XVIII is enclosed.

Or

\* I/We do not give consent for appointment of Arbitrator of MoHUA.

I/We certify that the information given above is true to the best of my/our knowledge. I/We enclose following documents.

1. Statement of claims with amount of claims. 2. \*Agreement of waiver of Section 12(5) of the Arbitration and Conciliation Act, 1996 Appendix-XIX.  
( \* strikeout whichever is not applicable).

Copy in duplicate to:

1. The Executive Engineer, Division.

Yours faithfully, (Signatures)

Signature of the applicant

(only the person/authority who signed the contract should sign here)

**Annexure-P****FORM OF PERFORMANCE SECURITY (GUARANTEE) BANK GUARANTEE BOND**

In consideration of the President of India (hereinafter called The Government) having offered to accept the terms and conditions of the proposed agreement between ..... and (hereinafter called the said contractor(s) for the work ..... (hereinafter called the said agreement) having agreed to production of a irrevocable bank guarantee for Rs. .... (Rs. .... only) as a security/ guarantee from the contractors (s) for compliance of his obligations in accordance with the terms and conditions in the said agreement.

1. .... We..... (hereinafter referred to as the Bank) hereby (Indicate the name of the bank) undertake to pay to the Government an amount not exceeding Rs..... only on demand by the Government .

2. We ..... do hereby undertake to pay the amounts due (indicate the name of the bank) and payable under this guarantee without any demure, merely on a demand from the Government stating that the amount claimed is required to meet the recoveries due or likely to be due from the said contractor(s). Any such demand made on the bank shall be conclusive as regards the amount due and payable by the bank under this guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs. .... (Rs.....only)

3. We, the said bank further undertake to pay to the Government any money so demanded notwithstanding any dispute or disputes raised by the contractor(s) in any suit or proceeding pending before any court or tribunal relating thereto, our liability under this present being absolute and unequivocal. The payment so made by us under this bond shall be a valid discharge of our liability for payment there under and the contractor(s) shall have no claim against us for making such payment.

4. We \_\_\_\_\_ further agree that the guarantee herein (indicate the name of the bank) contained shall remain in full force and effect during the period that would be taken for the performance of the said agreement and that it shall continue to be enforceable till all the dues of the Government under or by virtue of the said agreement have been fully paid and its claims satisfied or discharged or till Engineer-in-Charge on behalf of the Government certified that the terms and conditions of the said agreement have been fully and properly carried out by the said contractor(s) and accordingly discharges this guarantee.

5. We \_\_\_\_\_ further agree with the Government that (indicate the name of the bank) the Government shall have the fullest liberty without our consent and without effecting in any manner our obligations hereunder to vary any of the terms and conditions of the said agreement or to extend time of performance by the said contractor(s) from time to time or to postpone for any time or from time to time any of the powers exercisable by the Government against the said contractor(s) and to forbear or enforce any of the terms and conditions relating to the said agreement and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the said contractor(s) or for any forbearance,

act of omission on the part of the Government or any indulgence by the Government to the said contractor(s) or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.

6. This guarantee will not be discharged due to the change in the constitution of the bank or the consultant (s).

7. We \_\_\_\_\_lastly undertake not to revoke this (indicate the name of the bank) Guarantee except with the previous consent of the Government in writing.

8. This guarantee shall be valid up to \_\_\_\_\_unless extended on demand by Government. Notwithstanding anything mentioned above, our liability against this guarantee is restricted to Rs. \_\_\_\_\_(Rupees \_\_\_\_\_only) and unless a claim in writing is lodged with us within Six months of the date of expiry or the extended date of expiry of this guarantee, all our liabilities under this guarantee shall stand discharged.

Dated the \_\_\_\_\_day of \_\_\_\_\_for \_\_\_\_\_(indicate the name of bank)

Dated:

Signed for and behalf of the firm

Witnesses:

(Authorized signature of the firm)

1. ....

(Name and Address)

2. ....

(Name and Address)

**SCHEDULE OF QUANTITY**

NAME OF WORK :- **Providing Architectural & Engineering Consultancy Services for “Construction of Residential Complex for Reserve Bank of India on Bank’s land at Plot No. C-05, Village Nawagaon, Tehsil Arang, sector 26, Atal Nagar, Nava Raipur ( C.G.).”**

**SH: - Preparation of Development of Master Plan with Concept & Detailed Architectural plans and drawings etc. Services of civil work (Internal and external water supply, sewerage and movements etc.), Electrical work – (Internal and external cable layout and other services etc.) & Horticulture works (Earth filling, grassing, tree plantations, Shrubs and plotted plants etc. ) & Structural drawings in all shaped form including of providing of relevant data”**

S.N.	Consultancy Services	Qty	Rate (lump sum) (Rs.)	Amount in Rs.
i	Development of Master Plan and coordinated drawings Ref.: as per SOP No. 8/7, SOP 2019 : Levy of Fees by CPWD for Consultancy Services ( Para 8.20) , S. No. (i) of P. 100 @ 10000/ hactare i.e. 3 hac. X 10000			
ii	Architectural plans and drawings with coordinated drawings Ref.: as per SOP No. 8/7, SOP 2019 : Levy of Fees by CPWD for Consultancy Services ( Para 8.20) , S. No. (i) of P. 100 @ 3 % of original work i.e. on Sl. NO. (1 & 4)			
iii	Architectural plans and drawings and with coordinated drawing for repetition Ref.: as per SOP No. 8/7, SOP 2019 : Levy of Fees by CPWD for Consultancy Services ( Para 8.20) , S. No. (i) of P. 100 @ 3 % of original work i.e. on Sl. NO. (2)			
iv	Consultancy service and ite repetition and coordinated drawings in terms of <b>Services of civil work-</b> Internal and external waster supply, sewerage and movements etc, electrical work - internal and external cable layour and other services etc. & Horticulture works - earth filling, grassing, tree plantations, Shrubs and plotted plants and relevent services etc. Ref. as per as per market observation 1 to 2 %, Taken @ 1.5 % of service cost (3)			
iv	Sturctural design and drawings. with coordinated detailing Ref.: as per SOP No. 8/7, SOP 2019 : Levy of Fees by CPWD for Consultancy Services ( Para 8.20) , S. No. (i) of P. 100 @ 1 % on (1 & 4)			
v	Sturctural design and drawings ( for repititive / same structure ) and with coordinated detailing Ref.: as per SOP No. 8/7, SOP 2019 : Levy of Fees by CPWD for Consultancy Services ( Para 8.20) , S. No. (i) of P. 100 @ 0.5% of original work i.e. on 02			

**Note: NOT TO BE SCANED AND UPLOADED  
(Financial bid to be submitted online in separate template)**

**Executive Engineer  
CPWD, Raipur**

CORRECTION   NIL   INSERTION   NIL    
CUTTING   NIL   OVERWRITING   NIL   AE(P)

EE

