

BID INVITATION

For Rendering Services

As

Architectural Consultant

For

PLANNING & DESIGNING OF

ADMINISTRATIVE BLOCKS

In

INDUSTRIAL AREAS OF CHHATTISGARH



Cost of Form : Rs.500/-

Chhattisgarh State Industrial Development Corporation Limited

LIC Campus, Pandri, Raipur (C.G.) 492 004

Phone:0771-2583789-90, Fax:0771-2583794

Website : www.csidc.in, Email address:csidc.cg@nic.in,csidc_raipur@yahoo.com

**BID INVITATION
FOR RENDERING SERVICES
AS
ARCHITECTURAL CONSULTANT FOR PLANNING & DESIGNING
OF
ADMINISTRATIVE BLOCKS

IN INDUSTRIAL AREAS OF CHHATTISGARH**

Chhattisgarh State Industrial Development Corporation (CSIDC), invites bids for rendering services as Architectural consultant for planning & designing of Administrative Blocks
i)Administrative Block with 2000 Sft. (approx.) built-up area for major industrial areas.
ii)Administrative Block with 1200 Sft. (approx.) built up area for small Industrial Areas of Chhattisgarh from empanelled architectural consultants in **Category-D & above** with CSIDC.

1. EOI document containing detailed terms and conditions & Scope of work can be obtained from CSIDC office on or before 14th May 2009 during office hours on payment of cash Rs.500/- (Rupees Five hundred only) or by demand draft in favour of the Managing Director, CSIDC payable at Raipur. EOI document can also be downloaded from CSIDC website: www.csidc.in up to 14th May 2009 which shall be submitted along with the cost of form i.e. Demand Draft of Rs. 500/- (Rupees Five hundred only) in favour of the Managing Director, CSIDC, payable at Raipur(C.G.)
 2. The sealed proposals should be submitted so as to reach this office **on or before 5.00 PM. of 15th May 2009** in person or through Speed-Post or Registered-Post **along with an earnest money of Rs. 5, 000/- (Rupees Five Thousand only)** in the form of Demand Draft in favour of The Managing Director, CSIDC, payable at Raipur.
 3. The proposals shall be submitted in three separate sealed envelopes marked as 'A', 'B' & 'C' as detailed below :-
Envelop-A : Earnest money and cost of document (if EOI document is downloaded from website).
Envelop-B: EOI document along with concept plan, drawings, details and required information etc.
Envelop-C : Financial offer subject to limit as given in detailed EOI document
- Envelope "A"** shall be opened first and examined. **Envelop "B"** of only those participants shall be opened who have submitted EMD and cost of document as prescribed, on the same day at 5.30 P.M. in the presence of intending participants.
4. CSIDC will not be responsible for any delay in receiving the documents.
 5. Applicants will be informed in due course, the result of their submissions.
 6. CSIDC reserves the right to accept/reject any or all submissions without assigning any reason.

Managing Director
Chhattisgarh State Industrial Development Corporation Ltd.,
(A Government of Chhattisgarh Undertaking)
LIC Campus, Pandri, Raipur (C.G.) 492 004
Phone:0771-2583789-90, Fax:0771-2583794
Email address: csidc.cg@nic.in, csidc_raipur@yahoo.com

TERMS OF REFERENCE

The Chhattisgarh State Industrial Development Corp. Ltd. Raipur (CSIDC), a Government of Chhattisgarh Undertaking constituted under the Companies Act, engaged in providing basic industrial infrastructure facilities & amenities in industrial areas, wishes to establish ADMINISTRATIVE BLOCKS OF 2000 Sft. approx. built up area for major industrial areas and 1200 Sft. approx. built up area for small industrial areas in Chhattisgarh State.

1. SCOPE OF SERVICES:

- (a) **General :** To interact with the client and collect all available work details, database plans etc., for survey, investigation work.
- (b) To conduct soil investigation by
- (i) SPT Test
 - (ii) Bore log and collection of soil samples and conducting laboratory tests.
 - (iii) Plate Load tests.
 - (iv) Pile load tests

or any other required tests as advised by the client in accordance with provisions of the respective codes and practices. To submit soil investigation report based on the above tests recommending there in the type of foundation/depth or treatment etc.

(c) FOR ARCHITECTURE AND STRUCTURAL DESIGNS

The project envisages the preparation of architectural plan, design and elevation etc. for construction of Administrative Blocks in small as well as major industrial areas in Chhattisgarh. The plan should include visitors' waiting, two officers cabin/room, meeting hall, office space for clerical staff, attach and common toilet and porch etc. complete. The planning of the building must be in accordance with prevailing Town and Country Planning norms.

- (i) Administrative Block with 2000 Sft. approx. built up area for major industrial areas.
- (ii) Administrative Block with 1200 Sft. approx. built up area for small industrial areas.

The detailed services to be rendered are as follows:

- i. To study client's requirement of the project and to collect site data from client. To inspect the site and be acquainted with its full details as required.
- ii. To examine legislation, code and standards as they affect the project.
- iii. To prepare three alternative preliminary draft sketches and notes sufficient to explain the consultant's general understanding of the client's requirements and out line of the scheme for the best way of fulfilling them including stage-1 estimate.
- iv. To discuss the draft sketches with the client and make such modifications as may be necessary to satisfy the client about his requirement.
- v. To obtain client's approval on draft sketches, report and estimate of cost.

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- vi. To prepare & submit the drawings, reports etc. and assist the client in obtaining approval of the project from statutory, local bodies, wherever required.
 - vii. To prepare & submit necessary tender drawings, draft detailed specifications, bill of quantities/abstract of cost.
 - viii. To obtain approval of client on draft tender document/documents and submit ten printed hard bound copies and one floppy disk copy of final approved tender document/documents and if so required by the client, a short list of good contractors in each case.
 - ix. To assist the client in finalization of tenders if required.
 - x. To prepare, submit and obtain approval of architectural working drawings, including large scale and full size details sufficient enough for proper execution of the work during construction, particularly for door, window, stairs, grill gate, boundary wall, kitchen, toilets and other special features etc.
 - xi. To prepare and submit structural design and drawings with bar bending schedule and quantity of major construction materials required. To submit design calculations and obtain client's approval on structural design and drawings.
 - xii. To prepare, submit and obtain approval of client on design, drawings and specifications of internal and external services e.g. roads, culverts, parking places, electrification, water supply, sanitary, waste disposal including sewerage, fire fighting, lifts etc.
 - xiii. To prepare, submit and obtain approval of client on detail landscaping design scheme, and solid waste disposal arrangement.
 - xiv. To provide supervision during execution of the work whenever needed by the client.
 - xv. To prepare and submit ten copies of detailed estimate of the works to Engineer-in-Charge after final approval of the plan.

2. SITE VISITS:

- I. The consultant/agency is to indicate to the client, on receipt of a work order, the name, designation and bio-data of the authorized representatives and persons likely to be sent to deal with the client and visit site.
- II. The consultant shall visit himself or send his authorized representative promptly to the client's Head Quarter or project site as per requirement of the work or as per request of the client. No reimbursement will be admissible to the consultant on this account.

3. TIME OF COMPLETION:

- I. The date of award shall be treated as zero date.
- II. Time of completion of various stages of work for architectural consultancy shall be **One month (total completion period)** and the same shall be strictly adhered to barring any unforeseen circumstances, if not stated hereinbefore.

4. SUCCESSORS AND ASSIGNS:

All covenants and agreements herein contained will be extended to be binding upon the successor and assigns of the consultant and client. This agreement will not be sold, assigned or transferred in whole or in part by either party to any firm, person or organization without prior written approval of the other, where terms and conditions of this agreement are affected.

5. SERVICE OF NOTICE:

Any notice to be given to the consultant under the terms of agreement shall be served by sending the same by registered post/speed post to the Consultant's head office and to the client by sending the same to Engineer-in-Charge of the Project.

6. TERMINATION OF CONTRACT

The contract agreement may be rescinded and the security deposit and other dues of this work or any other work done under the client may be forfeited and brought under the absolute disposal of the client, if in the opinion of the client:

- I. Either the work is not progressing satisfactorily or is not likely to be completed within the stipulated time (for reasons solely attributable to the consultant) or:
- II. If the consultant fails to comply with the terms and conditions of the contract.
- III. On receipt of the notice of termination of contract, the consultant shall be entitled to the fee for the work actually done by the consultant. In such cases, the decision of the client as to what is the work actually done and what is the fee due to the consultant on the basis of actual work done shall be final and binding to the consultant.
- IV. In case of termination under above conditions, the client may make use of all or any drawings, estimates or other documents prepared by the consultant.

7. SECURITY DEPOSIT:

- I. The consultant shall permit the client to deduct as detailed hereinafter, the security money from the payments due to him/them.
- II. The total security amount shall be 10% (ten percent) of the total fee payable to the consultant and shall be deducted from every running and final bill.
- III. The security deposit so deducted shall be retained and released one year after the actual and satisfactory completion of the consultant's services relating to the project.

8. LIQUIDATED DAMAGES:

- I. Time schedule as mutually agreed upon before the commencement of work will be the essence of this contract agreement. If the consultant fails to complete the work within the time prescribed then the consultant shall pay to the client the sum equal to 0.25% of the total fee for delays per week as liquidated damages provided the entire amount of compensation shall not exceed ten percent.
- II. The client shall without prejudice to any other method of recovery deduct the amount of such damages from any amount due or which may become due to the consultant. The payment or deduction of such damages shall not relieve the consultant from his obligations to complete his services or from any other liabilities under this contract.

9. DESIGN SOUNDNESS AND PENALTY FOR FAILURE:

The consultant shall be responsible for the total soundness of structural design. All designs shall be prepared by the consultant conforming to relevant IS codes of practice and rules regulations imposed by statutory bodies.

In the event of any design failure or violation of statutory regulation faced by the client during execution and thereafter the client may impose penalty on the consultant.

10. SUPPLY OF DRAWINGS, REPORTS ETC.

- a. The consultant shall be required to submit three ammonia or xerographic prints of all the design drawings and reports required for examination/modification/approval.
- b. Thereafter a copy of the approved/corrected drawing shall be returned to the consultant for incorporating corrections.
- c. After final approval the consultant shall submit ten copies of all the approved drawings and reports including detailed estimates, specifications etc. for further use in tendering/ construction etc.
- d. The consultant after completion of the work shall be required to submit one copy each of the completion drawing on polyester tracing film (incorporating all changes done till the completion of the work).
- e. Only one time payment shall be made for designing & drawing of above work.
- f. The design & drawings shall be the property of the Corporation & Corporation shall be free to use those design & drawings for any of their Industrial Infrastructure Projects.

11. DELIVERABLES:

For Architectural Consultancy

Sr. No.	Deliverables	Period from Date of execution of contract
DESIGN STAGE (1 MONTH)		
1.	Submission of Conceptual Drawing, feasibility report including surveys	10 days
2.	Preparation of Detailed Architectural & Structural Drawings including Infrastructure Services.	21 days
3.	Preparation of Bill of Quantities, detailed cost estimate.	1 month

12. PAYMENT SCHEDULE :

Architectural Consultancy Services .

The payment schedule will be as follows :

Sr. No.	Particulars	% of total fees quoted
1.	Approval of Conceptual Drawings.	10%
2.	Submission of Detailed Architectural Drawings, Structural Design/Drawings including Infrastructure Services.	60%
3.	Submission of Bill of Quantities & Detailed Cost Estimates	30%
TOTAL FEES PAYMENTS		100%

13. FINANCIAL OFFER :

The financial offer shall be strictly adhered to in accordance with the criteria as fixed in empanelment document clause 6.5.4.

PLANNING AND DESIGN OF INDUSTRIAL / OFFICE / COMMERCIAL COMPLEX, RESIDENTIAL HOUSES (INDUSTRIAL HOUSING, INDUSTRIAL SHEDS, OVERHEAD TANK, SUMP-WELL, WATER TREATMENT PLANT, EFFLUENT TREATMENT PLANT etc.

- @ 2.5% of the estimated cost of work/project, as upper limit of financial offer.

Note : All remuneration is inclusive of all taxes except Service Tax payable extra as applicable.

14. AWARD OF WORK

All the concept plans so received shall be placed before a committee, which shall select three best suited concept plans in order of merit. Financial offers (**Envelop "C"**) of the best 3 firms, whose concept plans are selected by the committee, shall only be opened. Rest of the financial offers along with earnest money deposited, shall be returned unopened. Firm whose concept plan is adjudged best shall be offered the work on the minimum financial offer received from the best three firms.

Work may be awarded to No.2 or 3 firm, only in case of refusal from firm 1 or 2 respectively. Financial offer should be inclusive of all taxes except Service Tax payable extra as applicable.

The applicants may be required to make a Power Presentation before the committee at their own cost.

Specific work order and its formalization through an agreement on stamp paper of requisite value will have to be executed for the purpose of observing all contractual formalities.

15. AGREEMENT

The consultant shall enter into an agreement with CSIDC, Raipur on Non-judicial stamp paper of Rs. 100.00 value within seven days of acceptance letter. The cost of stamp papers shall be borne by the consultant.

The Managing Director shall have the liberty to postpone or not to carry on any job and the consultants/architects shall not be entitled to any compensation or damages for such postponement or non execution of the job except the fees which are payable to the architect up to the stage of scope of work/job on the date of such decision communicated to the architect by the Managing Director.





Chhattisgarh State Industrial Development Corp.Ltd.
(CSIDC)

(A Government of Chhattisgarh Undertaking)
LIC Campus, Pandri, Raipur 492 004(CG) Ph.2583789, Fax:0771-258
Website : www.csidc.in, Email address:csidc.cg@nic.in,csidc_raipur@yahoo.com

NIT No.01/CSIDC/Tech-IV/2009-10/2nd Call

Raipur, dated 01/05/2009

EXPRESSION OF INTEREST (EOI)

ADMINISTRATION BLOCK IN INDUSTRIAL AREAS OF CHHATTISGARH

The Chhattisgarh State Industrial Development Corp. Ltd., Raipur (CSIDC), a Government of Chhattisgarh Undertaking constituted under the Companies Act, engaged in providing basic Industrial Infrastructure Facilities & amenities in Industrial Areas, envisages to construct **ADMINISTRATION BLOCKS IN INDUSTRIAL AREAS OF CHHATTISGARH.**

1. The proposals are invited for "**RENDERING SERVICES AS ARCHITECTURAL CONSULTANT FOR PLANNING & DESIGNING OF ADMINISTRATION BLOCKS IN INDUSTRIAL AREAS OF CHHATTISGARH**" from empanelled architectural consultants in **Category- 'D'** and above, in this Corporation.
2. The project envisages the preparation of architectural plan, design and elevation etc. for construction of Administrative Blocks in small as well as major industrial areas in Chhattisgarh. The plan should include visitors' waiting, two officers cabin/room, meeting hall, office space for clerical staff, attach and common toilet and porch etc. complete. The planning of the building must be in accordance with prevailing Town and Country Planning norms.
 - (i) Admn. Block with 2000 Sft. approx. built up area for major industrial areas.
 - (ii) Admn. Block with 1200 Sft. approx. built up area for small industrial areas.
3. EOI document containing detailed terms and conditions & Scope of work can be obtained from CSIDC office on or before **14/05/2009** during office hours on payment of cash **Rs.500/-** (Rupees Five Hundred only) or by demand draft in favour of the Managing Director, CSIDC payable at Raipur. EOI document can also be downloaded from CSIDC website: **www.csidc.in** up to **14/05/2009** which shall be submitted along with the cost of form i.e. Demand Draft of Rs.500/- (Rupees Five hundred only) in favour of the Managing Director, CSIDC, payable at Raipur(C.G.)
4. The sealed proposals should be submitted so as to reach the office **on or before 5.00 P.M. of 15/05/2009**, through Speed Post, Registered Post or by hand, along with an Earnest money of **Rs.5,000/-** (Rupees Five Thousand only) in the form of demand draft in favour of the Managing Director, CSIDC payable at Raipur.
5. The proposals shall be submitted in three separate sealed envelopes marked as "A", "B" & "C" containing Earnest Money and cost of document [if EOI document downloaded from website] (**Envelope "A"**), EOI document along with concept plan, drawings, details and required information etc. (**Envelope "B"**) and Financial offer subject to the limit as given in detailed EOI document (**Envelope "C"**).

Envelope "A" shall be opened first and examined. Envelope "B" of only those participants shall be opened who have submitted EMD and cost of document as prescribed **on the same day at 5.30 P.M.** in the presence of intending participants.

All the concept plans so received shall be placed before a committee, which shall select three best - suited concept plans in order of merit. Financial offers (**Envelope "C"**) of the best 3 firms, whose concept plans are selected by the committee, shall only be opened. Rest of the financial offers along with earnest money deposited, shall be returned unopened. Firm whose concept plan is adjudged best shall be offered the work on the minimum financial offer received from the best three firms. Work may be awarded to No.2 or No.3 firm, only in case of refusal from firm 1 or 2 respectively. Financial offer should be inclusive of all taxes except Service Tax payable extra as applicable.

The applicants may be required to make a Power Presentation before the committee at their own cost.

Specific work order and its formalization through an agreement on stamp paper of requisite value will have to be executed for the purpose of observing all contractual formalities.
6. CSIDC will not be responsible for any delay in receiving the documents.
7. Managing Director reserves the right to accept/reject any or all submissions without assigning any reason thereof.

Managing Director