

**TENDER DOCUMENT FOR**  
**APPOINTMENT OF ARCHITECT CUM PROJECT MANAGEMENT**  
**CONSULTANT FOR VARIOUS WORKS OF ARCHITECTURAL/CIVIL**  
**ENGINEERING, DESIGN and COST ESTIMATION for ALL CIVIL**  
**RELATED WORKS IN SIIDCUL.**



**State Infrastructure & Industrial Development Corporation of**  
**Uttarakhand Ltd**

29-IIE IT Park, Sahastradhara Road  
Dehradun-248001

(Last Date of submission: **14:00 hours on 27<sup>th</sup> February, 2023**)



**STATE INFRASTRUCTURE & INDUSTRIAL DEVELOPMENT  
CORPORATION OF UTTARAKHAND LTD.**

**29, IIE, Sahastradhara Road (IT Park), Dehradun**

**Phone No. 0135 – 2708100**

**Fax No. 0135 – 2708109 Web site : [www.siidcul.com](http://www.siidcul.com)**

SIIDCUL invites physical bids from interested bidders for appointment of Architect Cum Project Management Consultant for various works of Architectural/Civil Engineering, Design, and Cost Estimation for all Civil Related Works in SIIDCUL. The bidders must furnish complete information as per the procedure laid down in the bid document. Detailed bid document can be downloaded from [www.siidcul.com](http://www.siidcul.com) from 28.01.2023 to 27.02.2023. Further any corrigendum regarding the bid shall only be published in website only. Interested bidders can only submit the complete bid document in SIIDCUL Office in the tender box on/before 27.02.2023 till 14:00 hrs..

**Managing Director**

### **SCHEDULE OF BIDDING PROCESS**

- |                                       |   |  |
|---------------------------------------|---|--|
| 1. Date of NIT Publication            | - | 28.01.2023   |
| 2. Date of Download bid document      | - | 28.01.2023 - 27.02.2023  |
| 3. Date of submission of bid document | - | 27.02.2023 up to 14:00 hrs.  |
| 4. Date of opening of Technical Bid   | - | 27.02.2023 at 15:30 hrs.   |
| 5. Date of Opening of Financial Bid   | - | will be intimated later on only to<br>Technically qualified bidders. |

# **Part – I**

## **TECHNICAL BID**

**for**

**APPOINTMENT OF ARCHITECT CUM PROJECT MANAGEMENT  
CONSULTANT FOR VARIOUS WORKS OF ARCHITECTURAL/CIVIL  
ENGINEERING, DESIGN and COST ESTIMATION for all Civil related  
works.**



## **State Infrastructure & Industrial Development Corporation of Uttarakhand Ltd**

29-IIIE, IT Park, Sahastradhara Road  
Dehradun-248001

(Last Date of submission: 15:30 hours on  
27, February, 2023)

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## ANNEXURE – I

### FORM OF TENDER

The Managing Director  
State Infrastructure & Industrial Development  
Corporation of Uttarakhand Ltd  
29-IIE, IT Park, Sahastradhara Road  
Dehradun-248001

Dear Sir

**APPOINTMENT OF ARCHITECT CUM PROJECT MANAGEMENT  
CONSULTANT FOR VARIOUS WORKS OF ARCHITECTURAL/CIVIL  
ENGINEERING, DESIGN and COST ESTIMATION for all Civil related  
works.**

I/We have read and understood the Notice Inviting Tender (NIT) and contents in the tender document such as Eligibility criteria of applicants, Instructions to the applicants, Services to be rendered by the Consultant, Terms and Conditions of Consultancy, instructions etc. I/We do hereby declare that the information furnished by me/us in the tender document are correct to the best of my/our knowledge and belief.

Our Bankers are:

i)

ii)

(Pls. submit cancelled cheque, GST & PAN documents) The names of partners of our firm are:

i)

ii)

(Please submit Partnership document/Power of Attorney etc.) Name of the partner of the firm

Authorized to

sign: OR

Name or person having Power of

---

Attorney to sign the contract  
(certified copy of the Power of

Attorney should be attached):

I) \_\_\_\_\_

II) \_\_\_\_\_

Yours faithfully

Place Signature & Seal

Date

\_\_\_\_\_

## ANNEXURE - II

### **Terms and Conditions of the Tender**

#### **Instructions to the bidders**

1. Interested applicants are required to submit their full bio-data giving details about their firms, work experience, technical personnel in their firm, spare capacity, proven competence to handle major-works, in-house computer-aided design facility etc. in the enclosed pro forma.
2. As the time is the essence of a contract, the ability and competence of the applicant to render required services within the stipulated time-frame will be a major factor while deciding the Architect/ Project Management Consultant.
3. The application can be signed by the person/s on behalf of the firm having necessary authorization/ Power of Attorney to do so. Each page of the application shall be signed (copy of Registration Certificate/ MoA/ POA to be submitted).
4. If the space in the pro forma is insufficient for furnishing full details, such information may be supplemented on separate sheet/s stating therein the part of the pro forma and serial number. Separate sheet can be used for each part of the application.
5. While filling up the applications with regard to the list of the important projects completed or in hand, the applicant shall only include those projects/ works whose individual cost is not less than Rs. 20 lakh for civil works and Rs. 5 lakh for electrical/ AC/ interior design/ other architectural works.
6. The applicants must have following professionals on its roll:
  - (i) At least three Graduate with B.Arch or B.Tech (Civil Engineering)/ M.Tech (Civil/Construction/Structural design) degree from a recognized institute/ University
7. The applicants must have qualified personnel, as indicated at Para 6 above, having adequate work experience in planning, designing and construction of buildings on their regular establishment for not less than 3 years and have necessary drawing staff with supporting office for being always available for consultation/ furnishing required help in getting plans sanctioned, obtaining completion certificate from local authorities etc.
8. The fees to be paid will have to be quoted (one rate in percentage terms for all works) by the applicant including supervision and execution of design preparation, cost estimation.

9. The applicant shall, with the prior approval of the SIIDCUL and within his fees, engage the services of well qualified specialist or consultants pertaining to services indicated below and will be responsible for all the following works:
  - (i) Rendering consultancy services for various repair/ renovation works of office building at IT Park Dehradun and re-modelling/renovation /site development works of City Park at IIE Pantnagar including Interior Designing and day-to-day supervision.
  - (ii) 2D/ 3D Design with cost estimates for renovation/ re-modelling for Head Office, Dehradun and City Park, IIE Pantnagar.
  - (iii) Any other work required/ assigned by SIIDCUL. In case the firm/ agency does not have the technical experts for assigned work of particular category, it can hire technical person required for the work on actual cost basis with the prior approval from SIIDCUL. In that case, no fee will be payable except the actual cost.
10. The applicant must have office in **Dehradun/NCR** with reasonable size and Equipment and staff at senior and middle management level.
11. Applications containing false and/or incomplete information are liable for rejection.
12. The fees/charges for rendering the services will be dependent on the cost of work and will be on Percentage basis.
13. Decision of SIIDCUL about determining the selection of the applicant/ Consultants shall be final. SIIDCUL is not bound to assign any reasons therefore and reserve the right to reject any or all offers.
14. The applicants have to submit the Part I (Technical Bid) and Part-II (Financial Bid) in separate envelope. Both the envelopes should be put in a Big separate envelope super-scribed “APPOINTMENT OF ARCHITECT CUM PROJECT MANAGEMENT CONSULTANT FOR VARIOUS WORKS OF CIVIL ENGINEERING, ARCHITECTURE, DESIGN and COST ESTIMATION for all civil related works LOCATED IN UTTARAKHAND” and submitted within the time given in the tender documents.
15. The selected agency/ firm or Architect or consultant shall be required to execute an agreement on non-judicial stamp with required stamp duty in the prescribed format. The stamp duty will be borne by the empaneled agency.
16. Compliance to the guidelines of Central Vigilance Commissioner (CVC) and other statutory authority (ies) will have to be ensured by the agency/ consultant.
17. Evaluation matrix, as given in Annexure VI, will be used for evaluating the technical Bid on a matrix of 100 marks and minimum qualifying marks for opening of



Financial Bid will be 70. Financial Bid of only those applicants will be opened on a later date who obtains minimum 70 marks in the technical bid evaluation.

18. The decision of SIIDCUL, Dehradun Office in regard to selection of architect firm/ consultant will be final and binding on all bidders.
19. SIIDCUL reserves the right to accept or reject any/all tender/s in part or whole of any firms without assigning any reasons whatsoever.
20. The appointment will be valid for two years from date of appointment with a provision of termination by giving one month's notice by either side. The appointment can be extended by 01 year subject to agreement between both the parties at existing rates only.
21. An Earnest Money Deposit (EMD) of Rs. 10,000 (Rs. Ten thousands only) need to be submitted through electronic mode only in the following account:
  - (a) **Name of Account** : **SIIDCUL**
  - (b) **Name of Bank** : **ICICI**
  - (c) **Branch Name** : **ICICI, Hathibarkala Dehradun**
  - (d) **Account Number** : **ICICI- 16405005744**
  - (e) **IFSC** : **ICIC0000164**
22. No other forms (like DD) of EMD deposit will be accepted. Applications without documentary evidence of credit of EMD amount to the designated account of SIIDCUL will be summarily rejected.
23. The applicant must meet the technical and other stipulated criteria with regard to experience, balance sheet size, positive net-worth (to be certified by CA) and others as mentioned in the tender document and evaluation matrix before applying for the appointment.

## Annexure III

### Scope of Work

#### **Services to be rendered by the Consultant (Scope of Work)**

Scope of the consultancy will include the following works:

1. Taking the SIIDCUL's instructions and after visiting the site and detailed surveying and investigations, preparing 2D detailed sketch with dimensions, preparing 3D walk through of the proposed designs, if needed, according to the requirement of the SIIDCUL, preparing plans with alternative schemes, preparing presentation wherein the gist of the scheme may be explained in detail before senior management of SIIDCUL and any doubt that may arise thereof may be clarified and changes, if any, suggested in the proposed design may be incorporated or deleted as found suitable, to meet the needs of the site, so as to enable the site to select the design and the scheme.
2. The following offices/ buildings and City Park will be taken for design, cost estimation/ repairs/ Renovations:
  - (i) Rendering consultancy services for various repair/ renovation works of office building at IT Park Dehradun and re-modelling/renovation /site development works of City Park at IIE Pantnagar including Interior Designing and day-to-day supervision.
  - (ii) 2D/ 3D Design with cost estimates for renovation/ re-modelling for Head Office, Dehradun and City Park, IIE Pantnagar.
  - (iii) Any other work required/ assigned by SIIDCUL. In case the firm/ agency does not have the technical experts for assigned work of particular category, it can hire technical person required for the work on actual cost basis with the prior approval from SIIDCUL. In that case, no fee will be payable except the actual cost.
3. Preparing preliminary project cost estimate with detailed specifications on the final sketch design and scheme and preparing report on the merits of the selected scheme, so as to enable SIIDCUL to take a decision on the sketch designs and the scheme as a whole and approve the same.
4. Preparing final project cost estimate with detailed specifications and rate analysis after incorporating necessary corrections, if any, as suggested by SIIDCUL and submitting to SIIDCUL.
5. Submitting the drawings as approved by the SIIDCUL to appropriate authorities and obtaining their approvals, wherever required.

6. Appointing and instructing other consultants, such as Electrical consultants, Heating, Air Conditioning and Ventilation(HVAC) consultants, etc. for the said works or part or portion thereof as may be considered necessary by SIIDCUL at the Architects own cost and paying the fees to such other consultant.

7. Preparing complete final Architectural and detailed working 2D interior / exterior drawings with dimensions in MKS system and making 3D view walk through if needed/ required by SIIDCUL. The Architect shall get all these drawings and cost estimates approved by SIIDCUL before releasing the same for execution or adoption. Architect shall submit minimum 3 sets of final approved drawings of required size separately to SIIDCUL for reference and for record.

8. Drawing up detailed tender documents for all the interior/furnishing works, electrical work, LAN cable work, HVAC work, Loose furniture's and bought-out items, state of the art equipment's etc. complete with specifications, drawings, schedule of quantities, time and progress charts and any other material necessary for completing the tender documents and get the same approved by SIIDCUL. Suitable time schedule shall be worked out mutually for the completion of the above items.

9. The selection of the contractors will be through open bidding. Preparing the draft paper advertisement for Notice Inviting Tender(NIT) and submitting to SIIDCUL, preparing select list/pre-qualification list of the contractors with the approval of SIIDCUL including making visits to the contractors' work jointly with SIIDCUL's representatives, if and as desired/required, inviting tenders for various trades, preparing comparative statements and submitting assessments and recommendations thereon, arranging pre-bid meeting of contractors in consultation and jointly with SIIDCUL and preparing the minutes of pre-bid meeting and submitting to the SIIDCUL for approval, assisting the SIIDCUL to conduct negotiation with bidder wherever necessary and after SIIDCUL decision on the tender, preparing contract documents and getting them executed by the contractors selected by SIIDCUL after obtaining SIIDCUL's approval for the contracts.

10. Preparing requisite number of copies of the contract documents of the various trades including all drawings, specifications and other particular and such further details and drawings as are necessary, for use of SIIDCUL, the contractors and the site engineers for the proper execution of the work.

11. Assuming full responsibility for design for all works, for the quantity of the materials used in the work and installations and ensures that the construction is according to the designs, drawings and specifications.

12. Assuming full responsibility for supervision including day-to-day supervision, monitoring, quality control, co-ordination with SIIDCUL and the contractors and reporting daily progress by posting sufficient number of qualified technical staff (preferably graduate in Architect or Civil Engineering having minimum 5 years' experience in similar type of works) as necessary to ensure proper and timely execution of the said works as per drawings and specifications. Bio-data of above technical staff

shall be furnished to SIIDCUL. Site Engineers shall be engaged full time during the progress of work on daily basis throughout the entire period of the Project for day-to-day supervision, ensuring smooth progress by prompt supply of drawings and giving proper directions and also co-ordination with all the agencies engaged in the design engineering and execution of various items of work as required.

13. During the course of the execution of the project any change in the design, taking measurements jointly with the contractors/contractor's representatives after completion of every stage of items of work, recording measurements and quantities in specified Measurement Books at the site, preparation of computerized soft copies of measurements and quantities in spread sheets and certification of measurement sheets with sign and stamp in all pages of measurement sheet and submitting the certified measurement sheets to SIIDCUL.

14. Preparing the rate analysis of extra / substitute items, if any, with respect to PWD or Uttrakhand Govt. Schedule of Rates (SoR), issued by the GoI or GoUK with due recommendations and submitting to SIIDCUL for its approval.

15. Certifying the Running Account (RA) Bills and Final Bills of the contractors with personnel visit and verification and due recommendations preferably within a week's time of submission of bill by the contractor and submit to SIIDCUL for sanction so that the organization shall be able to make payments to the contractor within reasonable time.

16. Preparing detailed comparative statement of works carried out with respect to actual sanctioned awarded quantities with remarks and recommendations to excess and savings of quantities and submit to SIIDCUL along with certified RA Bills.

17. Review meetings will be held at SIIDCUL Office, Dehradun on a fortnightly basis/ as and when required, in the presence of the architect, contractor and a representative of the organization and issues related to smooth execution of the project shall be discussed. The minutes of the meetings shall be recorded by the Architect and get it approved by the organization. The changes as decided in review meeting and as per the approved minutes shall be communicated to the contractor in writing by the Architect within a weeks'time of the review meeting.

18. Issue completion certificate after completion of work at site and submitting the final two sets of 2D drawing of the completed work (as built drawings) with soft copies. The work executed along with the completed drawing will be jointly inspected along with the contractor, architect and RO officials before settling the final bill.

19. Any other services incidental to or connected with the said works usually and normally rendered by architect and not referred to in any of the items referred to above.

20. The Architect's association will continue from the beginning of the project work till its completion, settlement of the bills and during defect liability period. The Architect will plan the works in such a way that the project could be completed within the scheduled time specified in the tender of the project.

21. Any other work related to repair/renovation/civil works/ design/drawing etc. as suggested by the SIIDCUL.

## **22. Scale of Charges**

a) The Consultant shall quote his/her remuneration in financial BID for the services rendered by him/her in relation to the said works and in particular for the services herein mentioned as the percentage of actual cost of individual project, inclusive of all taxes. GST shall be paid extra as applicable. The remuneration as the percentage of actual cost of project shall remain constant for all the projects irrespective of the size of the project. TDS/Govt. Tax will be borne by the Consultant.

## **23. Method/ Mode of Payment**

The fees set out shall be initially calculated and paid on the basis of the estimated value of each work as approved by SIIDCUL till the work is awarded and thereafter as per accepted tender cost (s) and the same shall be paid proportionately upon completion of each stage of work as indicated below. The total fee, however, will be calculated and finally settled on actual cost of works including extra/substitute items. TDS, as applicable, shall be deducted while settling the bills.

- (i) 20% of the total fees after approval and finalization of the work/project.
- (ii) 15% of the total fees after submission and approval of the estimate and tender documents for the work/project
- (iii) 15% of the total fees after awarding of the works to contractors
- (iv) 15% of the total fees after execution of 50% of the work by the contractor.
- (v) 15% after certification of the final bill of contractors
- (vi) 15% after settlement of the final bill of the contractor.
- (vii) 05% after the expiry of the defect liability of the contractor's work.

## 24. Time Schedule for Assignment

Following time schedule shall be generally followed by the Architect for his important stages of consultancy assignment unless otherwise specified separately in the work order according to nature of the work:

<b>Stages of Assignment</b>	<b>Time Schedule</b>
Submission of Initial Scheme after the date of Work Order	Within 10 days
Submission of Final scheme	Within 7 days of approval on corrected Initial scheme
Submission of draft detailed estimation, draft tender document with BOQ and drawings	Within 7 days of approval on Final scheme

Scrutiny of Price Bid, submission of Comparative statement with recommendations	Within 7 days of opening of Price Bid
Submission of progress report of the project	Every fortnight
Review meeting of the project with contractor, consultant and SIIDCUL's Engineer	Every fortnight
Certification of RA Bill of the contractor and submission	Within 7 days of submission of RA Bill by the contractor.
Certification of Final Bill of the contractor and submission	Within 21 days of submission of Final Bill by the contractor.

## **25. Other Terms and Conditions**

1. Before quoting the fees, the Consultant shall visit and inspect the site and shall make his own assessment about the projects. No separate TA/ DA will be paid for such visits.
2. The fees will be calculated as the percentage quoted on the actual cost of works as executed and supervised by the Consultant and paid to the contractors. The items of works, which are carried out by SIIDCUL directly, shall be excluded from the aforesaid actual cost to be taken into account for calculation of fee. The Consultant's fee includes all the expenses related with salaries of site Engineer, other officers/staff, Consultant fee and profits, local conveyance, TA, DA etc. for visiting to our office and site for review meetings/inspection of works.
3. The Consultant will be selected according to the lowest among total quoted fees of the project.
4. The Consultant shall depute sufficient number of technical personnel in the project for daily supervision, monitoring, quality control and measurements to ensure smooth progress of the project as scheduled.

## **26. Termination of Agreement**

a) The agreement herein may be terminated at any time by either party by giving a written notice of One month to the other party. Even after the termination of their employment, the Consultants shall remain liable and be responsible for due certification of the works done hitherto and acts performed till termination and approval of any bills submitted by the contractors at any time in respect of the works executed till such termination. If any winding up proceedings are contemplated or initiated against the Consultants, the organization shall be entitled to terminate the agreement and entrust the work to any other Consultant.

b) If the Consultants shall close their business or die or become incapacitated from acting as such Consultants, then the Agreement shall stand terminated.

**c) In Case**

(i) the Consultants fail to adhere to the time schedule stipulated in the Para 24 therein or the extended time which may be granted by the organization in his sole discretion, or

(ii) there is any change in the constitution of the Consultants' company or firm for any reason whatsoever, the organization shall be entitled to terminate this Agreement, after due notice, and entrust the work to some other Consultants.

d) In case of termination under sub-clauses (a) or (b) or (c), the Consultants shall not be entitled to fees, or compensation, except the fees payable to them up to the stage of work actually done, which shall be solely decided and determined by SIIDCUL.

e) In case of termination under sub-clause (a) or (b) or (c), SIIDCUL may make use of all or any drawings, estimates, measurements or other documents prepared by the Consultants, after a reasonable payment up to the stage of work done for the services of the Consultants for preparation of the same in full as provided herein, provided always that all the sanctions and approved plans/designs and other drawings shall remain the property of SIIDCUL and the same shall be surrendered by the Consultants to SIIDCUL within ten days from the date of such termination, without demur.

**27. Damages**

Notwithstanding what is contained in clauses herein above, if SIIDCUL is put to any loss or suffers any damages (including cost escalations in execution of the said works) due to delays in carrying out the obligations under these terms or negligence, indolence or breach of any of the terms and conditions herein contained on the part of the Consultants, whether the cause for such loss or damage is immediate or remote, the Consultants shall be liable not only to forgo their fees for the quantum of work thus done but also make good losses and damages on a written demand made by the organization and a certificate issued by the organization as regards the amount of such loss or damage shall be final and conclusive as between the organization and the Consultant and shall not be questioned either inside or outside a Court, tribunal or arbitration. Such loss or damage, if not reimbursed within the time stipulated by SIIDCUL, shall, without prejudice to the SIIDCUL's right to recover the same in accordance with the law, be recovered by the organization from any sums payable to the Consultant, either under this contract or any other contract made between the organization and the Consultants for any other works belonging to the organization, provided always that such damage or loss recoverable from the Consultants shall not be more than 10% of the fees payable to them under the contract. Provided further that, in addition to what is contained herein above in this clause, the Consultant shall indemnify SIIDCUL through a Professional Liability Insurance Policy to be taken at his cost with a Nationalised Insurance Company to the extent of the full amount of fees to be charged by the Consultants on the basis of estimated cost of works. Such policy shall be obtained and deposited with SIIDCUL within a period of 2 months from the

date of execution of this presents and shall be kept valid by the Consultants during the subsistence of this Contract.

### **28. Transfer of Interest**

The Consultants shall not assign, sublet or transfer their interest in this Agreement, without the written consent of the organization.

### **29. Article of Agreement**

The Consultant has to sign the agreement as per attached “Article of Agreement”. This agreement shall be executed in duplicate and SIIDCUL shall retain the original and the Consultants shall retain the duplicate. The Consultant shall bear the Stamp Duty on the original as well as the duplicate of this Agreement.

### **30. Arbitration**

If any dispute, difference or question shall at any time arise between the parties concerning anything or as to the rights, liabilities and duties of the parties under this Agreement, the decision of SIIDCUL will be final and binding.

### **31. Services continued to be rendered not withstanding any reference or dispute to the arbitration**

It is specifically agreed that the Consultant shall continue to render its services provided herein with all due diligence, professional skill and tact notwithstanding that any matter, question or dispute has been referred to arbitration.

These will be contract based consulting services and no/any other right remuneration except service charge is payable by SIIDCUL.

Accepted all terms & conditions

Date :-

Place :-

(Signature  
Name,  
Address  
and Seal of  
the  
consultant



## ANNEXURE - IV

### ARTICLES OF AGREEMENT

-----  
ARTICLES OF AGREEMENT made this \_\_\_\_\_ day of \_\_\_\_\_ of between the **State Infrastructure & Industrial Development Corporation of Uttarakhand Ltd(SIIDCUL)** (hereinafter called "the organization") and having its Office at Dehradun of the one part and M/s ----- (herein after called "the Consultant") having its office at .....of the other part.

WHEREAS SIIDCUL is desirous of getting executed "**APPOINTMENT OF ARCHITECT CUM PROJECT MANAGEMENT CONSULTANT FOR VARIOUS WORKS OF CIVIL ENGINEERING, DESIGN and COST ESTIMATION for all Civil related work LOCATED IN Uttarakhand**" and has caused the terms and conditions of the contract showing and describing the work to be done to be prepared by or under the direction of SIIDCUL.

AND WHEREAS the said terms and conditions have been signed by or on behalf of the parties hereto.

AND WHEREAS the Consultant has agreed to offer his/her services upon and subject to the conditions set forth in the Scope of Work, Scale of Fees, Mode of payment, Terms and Conditions and Work Order of Contract (all of which are collectively hereinafter referred to as "the said Conditions") the work shown upon the said Terms and conditions at the respective rates therein set forth amounting the sum as therein arrived or such other sum as shall become payable there under (hereinafter referred to as "the said contract amount").

NOW IT IS HEREBY AGREED AS FOLLOWS:-

1. In consideration hereinafter mentioned, the Consultant will upon and subject to the conditions annexed, carry out and complete the works shown in the contract, described by or referred to Scope of Works and in the said conditions.
2. SIIDCUL shall pay the Consultant the said fee/amount or such sum as shall become payable at the times and in the manner specified in the said conditions.
3. The said Conditions and Appendix thereto and the documents attached hereto shall

be read and construed as forming part of this Agreement and the parties hereto shall be respectively abide by, submit themselves to the said Conditions and the correspondence and perform the agreements on their part respectively in the said conditions and the documents contained herein.

4. This Agreement and documents mentioned herein shall form the basis of this contract.
5. The Consultant shall afford every reasonable facility for execution of the said work.
6. Time shall be considered as the essence of this contract, and the Consultant hereby agrees to complete the entire work within the time period prescribed in the Time schedule reckoned from the date of issue of work order subject nevertheless to the provision for extension of time.
7. All payments by SIIDCUL under this contract will be made only through electronic mode.
8. All disputes arising out of or in any way connected with this agreement shall be deemed to have arisen at Dehradun and only Courts in Dehradun shall have the jurisdiction to determine the same to the exclusion of all other courts.
9. That the several parts of this contract have been read by the Consultant and fully understood by the Consultant.
10. Period of Contract will be two years from the date of execution of the agreement which may be further renewed based on the efficiency of the services as determined through review by SIIDCUL Office, Dehradun for a period of one year at existing rates.

IN WITNESS WHEREOF SIIDCUL has set its hands to these presents through its duly authorized officials and the Consultant has caused its common seal to be affixed hereunto and the said two duplicates/ has caused these presents and the said two duplicates here of to be executed on its behalf, the day and year first herein above written. (If the Consultant is a company).

Signature  
Clause

SIGNED AND DELIVERED by  
the **State Infrastructure &  
Industrial Development  
Corporation of Uttarakhand  
Ltd(SIIDCUL)** by the hand of  
Shri(Name &  
Designation) In the  
presence of:  
(1)

Signature

: Name:

Address

(2)

Signature:

Name:

Address

SIGNED & DELIVERED

If the bidder(Consultant) is a partnership firm or an individual should be signed by all or on behalf of all the partners.

in the presence of :

The COMMON SEAL OF:

was hereunto affixed pursuant to the resolutions passed by its Board of Directors at the meeting held on:

Directors who have signed these If the bidder signs under Presents

Common seal, the signature clause should tally with the sealing clause in the Articles of Association SIGNED AND DELIVERED by the Bidder If the bidder is signing by the by the hand of Shri. hand of Power of Attorney,

Whether a company or an individual.

Duly Constituted Attorney.

Witness #1

Signature:

Name:

Address

Witness #2

Signature

: Name:

Address

---

## Annexure V

### Information to be furnished by the applicants

<u>S.N</u>	<u>Particulars</u>	<u>Details</u>
1	Name and registered office address, e-mail ID and contact details of the firm	
2	Whether individual or partnership firm with full details of other partners/ associates including their name, professional qualification, work experience etc.	Attach a separate sheet (Statement- I)
3	Name, qualification and experience of technical experts and other personnel employed in the Firm	Details to be furnished in the prescribed proforma (Statement- II)
4	Whether registered as a member of Indian Institute of Architects/ Council of Architecture	Furnish details with documentary evidence
5	Details of experience as practicing architects/ Consultants	
6	Important projects executed during last 5 years by the firm together with estimated cost of individual project. The work orders from clients to be enclosed.	Details to be furnished in the prescribed proforma (Statement- III)
7	Important projects on which firm is engaged at present and their cost estimates. (Stages of work viz, Planning, Renovation, Constructions etc. to be indicated). The work orders from clients to be enclosed	Details to be furnished in the prescribed proforma (Statement- IV)
8	Whether the firm/ applicant is empaneled with any Central Govt/ State Govt. departments If yes, please enclose documentary evidence	
9	Name and address of Bankers of the applicants	
10	Turnover of the firm during last five years (Rs. lakh)	(i) FY 2015-16 (ii) FY 2016-17 (iii) FY 2017-18 (iv) FY 2018-19 (v) FY 2019-20 (vi) FY 2020-21 (if available)
11	Net-worth of Consultant for last three FYs i.e FY 2019-20, FY 2020-21, FY 2021-22 (if available)	CA certified net worth to be submitted
12	List of registration with other firms/ Organizations	
13	Location of Projects in Uttarakhand	

**List of Documents to be submitted along-with application:**

- (a) Constitution of the firm
  - (b) Memorandum/ Association of Agreement
  - (c) Power of Attorney, if any
  - (d) Audited Balance Sheet for last five FYs
  - (e) IT Return for last three FYs i.e FY 2019-20, FY 2020-21, FY 2021-22 (if available)
  - (f) CA certified positive net worth certificate for last three FYs i.e FY 2017-18, FY 2018-19, FY 2019-20 and FY 2020-21 (if available)
  - (g) Particulars of firms/ partners (Statement I)
  - (h) Particulars of Technical/ Other personnel (Statement II)
  - (i) List of important projects executed by the firm during last five years costing Rs. 20.00 lakh and above for civil works and Rs. 5.00 lakh and above for Electrical/ air Conditioners/ Interiors etc. (Statement III). Work orders from client to be enclosed.
  - (j) List of important projects under execution by the firm during last five years costing Rs. 20.00 lakh and above for civil works and Rs. 5.00 lakh and above for Electrical/ air Conditioners/ Interiors etc. (Statement III). Work orders from client to be enclosed.
-

**Statement- I**

**List of Partners/ Associates of the firm, qualification, experience including that in the present firm**

S.N	Name	Qualification	Consultancy experience (years)	Nature of the work/ projects handled costing more than Rs. 10 lakh for architectural/ civil works.	Name of organization employed during present organization	Date of employment	Special Experience	Remarks, if any
1	2	3	4	5	6	7	8	9

Signature of the applicant:

Seal

Note: Mention other points, if any, to establish technical and managerial competence to indicate any important point in your favour

**Statement- II**

**List of Technical Experts and other personnel, technical qualification, experience including that in the present firm**

S.N	Name	Qualification	Consultancy experience (years)	Nature of the work/ projects handled costing more than Rs. 10 lakh for architectural/ civil works.	Name of organization employed during present organization	Date of employment	Special Experience	Remarks, if any
1	2	3	4	5	6	7	8	9

Signature of the applicant:

Seal

Note: Mention other points, if any, to establish technical and managerial competence to indicate any important point in your favour

### Statement- 3

**List of Important Projects executed by the applicant's firm during last three years costing individual project of Rs. 10.00 lakh and above for Architectural/Civil Works.**

S.N	Name of Project and location, contract details	Nature of work involved in the contract (e.g. Residential, Office, etc.) and other details	Name of the employer with full address, e-mail ID and contact details (enclose work orders from the employer)	Project Cost (Rs. Lakh)	Completed Project		Any other relevant information	Remarks, if any
					Stipulated	Actual		

Signature of the applicant:

Seal

Note: Mention other points, if any, to establish technical and managerial competence to indicate any important point in your favour



#### Statement- 4

**List of Important Projects under execution by the applicant 's firm during last three years costing individual project of Rs. 10.00 lakh and above for Architectural/ Civil Works.**

S.N	Name of Project and location, contract details	Nature of work involved in the contract (e.g. Residential, Office, etc.) and other details	Name of the employer with full address, e-mail ID and contact details (enclose work orders from the employer)	Project Cost (Rs. Lakh)	Completed Project		Present state of the project (Please indicate reasons if the project is delayed)	Any other relevant information
					Stipulated	Expected		

Signature of the applicant:

Seal

Note: Mention other points, if any, to establish technical and managerial competence to indicate any important point in your favour

**Annexure- VI**

**Appointment of Architect/ Consultants in SIIDCUL Dehradun Office**

**Evaluation Matrix for Evaluation of Technical BID**

**Name of the Applicant** :

<b>S.N</b>	<b>Particulars</b>	<b>Sub-Marks</b>	<b>Marks Obtained by the agency</b>
<b>1</b>	<b>Applicant having office in Dehradun / Delhi – NCR</b>	<b>5</b>	
	Yes	5	
	No	0	
<b>2</b>	<b>Age of the applicants/ Firms</b>	<b>5</b>	
(i)	More than 10 years	5	
(ii)	More than 3 years but less than 10 years	3	
(iii)	Less than 3 years	0	
<b>3</b>	<b>Technical Expertise of the firm/ Technical persons on the establishment of the firm</b>	<b>20</b>	
(i)	Minimum two experts with B.Arch degree or B.Tech (Civil Engineering)/ M.Tech Civil Engineering degree	20	
(ii)	Less than two qualified experts	0	
<b>4</b>	<b>Number of Employees</b>	<b>5</b>	
(i)	More than 5	10	
(ii)	2 to 5 employees	5	

(iii)	Less than 5 employee	0	
<b>5</b>	<b>Whether registered as a member of Indian Institute of Architects/ Council of Architecture</b>	<b>5</b>	
(i)	Yes	5	
(ii)	No	0	
<b>6</b>	<b>Number of important projects executed by the firm during last three years costing Rs. 10.00 lakh and above for Architectural / civil works.</b>	<b>15</b>	
(i)	More than 5 projects	15	
(ii)	More than 3 but less than 5 projects	10	
(iii)	2 to 3 projects	5	
(iv)	1 to 2 Projects	3	
(v)	No Project	0	
<b>7</b>	<b>Number of important projects under execution by the firm during last five years costing Rs. 20.00 lakh and above for civil works and Rs. 5.00 lakh and above for Electrical/ air Conditioners/ Interiors etc. (Statement IV) for individual projects</b>	<b>15</b>	
(i)	More than 5 projects	15	
(ii)	More than 3 but less than 5 projects	10	
(iii)	2 to 3 projects	5	
(iv)	1 to 2 Projects	3	
(v)	No Project	0	
<b>8</b>	<b>Size of Balance Sheet</b>	<b>10</b>	
(i)	Average Balance sheet of last three years more than Rs. 25 lakh	10	

(ii)	Average Balance sheet of last three years more than Rs. 15 lakh but less than Rs. 25 lakh	5	
(iii)	Average Balance sheet of last three years more than Rs. 5 lakh but less than Rs. 15 lakh	3	
(iv)	Average Balance sheet of last three years less than Rs. 5 lakh	0	
<b>9</b>	<b>CA Certified Net-worth</b>	<b>10</b>	
(i)	Average Net-worth of Rs. 10 lakh during last three years	10	
(ii)	Average Net-worth of Rs. 5 lakh to Rs130 lakh during last three years	5	
(iii)	Average Net-worth less than Rs. 5 lakh during last three years	0	
<b>10</b>	<b>Empanelment Status</b>	<b>5</b>	
(i)	Empanelment with Central Govt/State Govt	5	
(ii)	Empanelment with PSBs/PSUs/Automous Bodies	3	
	<b>TOTAL</b>	<b>100</b>	

## **Part – II**

### **FINANCIAL BID**

**for**

**“APPOINTMENT OF ARCHITECT CUM PROJECT MANAGEMENT CONSULTANT FOR VARIOUS WORKS OF ARCHITECTURE/CIVIL ENGINEERING, DESIGN and COST ESTIMATION *for architectural/ civil related work* OF SIIDCUL LOCATED IN UTTARAKHAND”**



**State Infrastructure & Industrial Development Corporation of  
Uttarakhand Ltd**

29-IIIE, IT Park, Sahastradhara Road  
Dehradun-248001

(Last Date of submission: 14:00 hours on 27 February, 2023)

**Financial  
Bid**

**APPOINTMENT OF ARCHITECT CUM PROJECT MANAGEMENT  
CONSULTANT FOR VARIOUS WORKS OF ARCHITECTURE/CIVIL  
ENGINEERING, DESIGN and COST ESTIMATION for all architecture/civil  
work OF SIIDCUL LOCATED IN UTTARAKHAND**

Particulars	Percentage to be quoted in figures and in words (2 decimal places) (Only one rate to be quoted)
<p>(i) Rendering consultancy services for various repair/renovation works of office building at IT Park Dehradun and re-modelling/renovation /site development works of City Park at IIE Pantnagar including Interior Designing and day-to-day supervision.</p> <p>(ii) 2D/ 3D Design with cost estimates for renovation/ re-modelling for Head Office, Dehradun and City Park, IIE Pantanagar.</p> <p>(iii) Any other work required/ assigned by SIIDCUL. In case the firm/ agency does not have the technical experts for assigned work of particular category, it can hire technical person required for the work on actual cost basis with the prior approval from SIIDCUL. In that case, no fee will be payable except the actual cost.</p>	

Note:

I. Consultancy Fees to be quoted inclusive of all expenditure related to consultancy assignment as per scope of work and tender conditions including all taxes. GST shall be paid extra as applicable.

II. Separate work order for each assignment will be given by SIIDCUL and project cost means estimated cost or actual cost, whichever is less. Cost of items directly purchased by SIIDCUL will not be included in the project cost.

**DECLARATION**

I/We have read and understood all instructions/conditions and I/We have taken into account the above instructions/conditions while quoting the rates.

Place :-

Date:-

Name, Address and Seal of the  
Consultant