

**CHHATTISGARH HOUSING BOARD
CHHATTISGARH, INDIA**

**INVITATION FOR EXPRESSION OF INTEREST (EOI)
FOR
EMPANELMENT OF CONSULTANTS
(ARCHITECT/FIRM/CO.)
FOR
ARCHITECTURAL & ENGINEERING SERVICES**



EOI – March 2022



CHHATTISGARH HOUSING BOARD

*Head Office, Paryavas Bhawan, Sector-19
North Block, Nava Raipur Atal nagar, Dist- Raipur
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PRE-QUALIFICATION DOCUMENT

The Commissioner, Chhattisgarh Housing Board invites application in prescribed form available on cghb website "www.cghb.gov.in" or from the office of Commissioner, CGHB, Paryavas Bhawan, North Block, Sector-19, Nava Raipur Atal Nagar, Dist- Raipur (Chhattisgarh) on any working day, from reputed Architects/firms/co. of India, who have requisite qualification and experience as detailed in clause no. 14 given below, for empanelment for the appropriate category of projects of the Chhattisgarh Housing Board. Application should be reached in the office of the Commissioner CGHB Head Office, Paryavas Bhawan, North Block, Sector-19, Nava Raipur Atal Nagar, Dist- Raipur (C.G.) up to date & time given in advertisement on newspaper or in the cghb website through Speed Post/Registered Post/Courier or by Person.-

The empanelment, in different category of Architect/firm/co. shall be based on the project work experience and technical personnel available with the applicants. The empanelment shall be without prejudice to the right of the CGHB to invite offers for engagement of other architects/consultants from time to time for any work. The empanelled consultant shall be free to respond to such notice inviting offers. The empanelment shall not bind the CGHB in any way whatsoever to offer any job to the empanelled architect during the period of empanelment.

1. STATE OF CHHATTISGARH

- 1.1 Chhattisgarh is a state of India, constituted on 1st of November 2000. It has been carved out from the state of Madhya Pradesh. Presently, Raipur city is functioning as the state capital of Chhattisgarh. The total area of Chhattisgarh is 1,35,100 sq. km. with a population of just over 20 million. Urban population is around 20 % of the total population of the state.



- 1.2 There are 28 districts in the state, major ones being Raipur, Durg (Bhilai), Bilaspur, Korba and Bastar, Rajnandgaon, Raigarh etc.
- 1.3 The state of Chhattisgarh is rich in natural resource. Forest cover accounts for 40% of the total area of the state. It has rich deposits of Iron ore, Coal, Bauxite, Limestone etc.



- 1.4 The state has ample potential of tourism. Dense forests and number of wild life sanctuaries located within, add to the potential.

2. CHHATTISGARH HOUSING BOARD (CGHB):

Chhattisgarh Housing Board, which was a part of Madhya Pradesh Housing Board prior to the formation of the new state of Chhattisgarh, came into existence vide Govt. of Chhattisgarh notification No. 249/1876/32/2003 dated 12-02-2004. The Chhattisgarh Housing Board has resolved to provide to the people of Chhattisgarh, modern & Eco-friendly habitat in various developments, that it proposes to undertake.

3. ECO-FRIENDLY CONSTRUCTION:

Chhattisgarh Housing Board envisages Eco-Friendly housing schemes with modern infrastructure up to Tehsil and Block levels, in the state of Chhattisgarh. At present Chhattisgarh Housing Board has land in many districts. Additional land shall also be acquired for new housing schemes. The board also intends to identify decrepit Government properties and land for redevelopment, making use of any additional FAR/ground coverage available there in.

The Eco-friendly colonies proposed, shall be composite in nature, with self sustained campus comprising of residential, commercial, recreational and other economic functions, planned as per existing planning norms and modern planning considerations.

4. AIMS AND OBJECTS OF CGHB

Broad Aims and objects of CGHB are:

- (a) To assist all the citizens of Chhattisgarh and in particular the poor to secure themselves affordable dwellings.
- (b) To reflect the aims and aspirations of the people of Chhattisgarh, integrating its traditions with modern day aspirations with necessary local level functions such as Residential, Commercial, Institutional, Recreational, Educational, Health etc.
- (c). To develop ecologically and environment friendly, sustainable human habitat(s).
- (d). To provide high standards of modern physical infrastructure, such as efficient transport, communication, water-supply and power networks in its development
- (e). To create rich social and cultural environment in its housing and other schemes.
- (f). To provide a living environment, that permits its citizens to live fuller and richer life, free from physical and social tensions, that are so commonly associated with urban living.
- (g). To cause development based on the principles of energy and water conservation.
- (h) To make the best use of available resource and boost economic development.
- (i) To promote integrated housing development for the establishment of viable, socially and economically integrated communities situated in areas which allow convenient access to economic opportunities as well as health, educational and social facilities **with disable friendly, senior citizen friendly, energy efficient, etc.**

5. DEFINITIONS:

5.1 In this document the following words and expressions have meaning hereby assigned to them.

5.2 CGHB: Means Chhattisgarh Housing Board.

5.3 Applicant/architect/Firm/Company” Means the Individual Architect, Proprietary firm, Consultants, Engineering firm, Firm in partnership, Pvt. limited company, **of India as describe below** in the field of Architecture, planners, Engineers with or without multidisciplinary firms of engineering, structural designers, landscape planner, PHE/Electrical expert etc.

- Individual Architect/Proprietary firm/ Consultant/Engineering firm – Their head must be Architect/Engineer (min. B. Arch/ BE or B. Tech, in Civil Eng. In case of Architect (min. B.Arch) he must be member of COA with up to date renewal. In case of Engineering firm, then this firm should have

minimum one architect as employee (min. B.Arch & member of COA with up to date renewal) since last 3 years at least apart from other qualifying criteria mentioned on this EOI point no. 14.

- In case of Partnership firm – All partners may be Architects/Engineers (min. B. Arch/ BE or B. Tech, in Civil Eng. Or mixed (Arch & Eng.). In case of firm having all Partners as Engineers, then the firm should have one Architect as employee since last 3 year at least, who should be member of COA with up to date renewal, apart from other qualifying criteria mentioned on this EOI point no. 14.
 - In case of Pvt. Ltd. Company – All Directors may be Architects/Engineers (min. B.Arch/BE or B. Tech, in Civil Eng. Or mixed (Arch & Eng.). In case of company, having all Director as Engineers, this company must have one Architect as employees since last 3 year at least, who should be member of COA with up to date renewal, apart from other qualifying criteria mentioned on this EOI point no. 14.
 - The Architect/Proprietary firm/Eng. firm/ Partnership firm/Pvt. Company as mentioned above can also engage extra Consultant/ Expert (if not available in his office) in the field of Architecture, structural designer, civil engineering, water supply, sanitation, electrification, landscape planner, urban planner, interior designer & energy efficiency etc. if required in the project with having experience of minimum`5 years in the respective field and minimum qualification is graduation (Degree) and other experts . Overall whole responsibility will be of Consultants/Architect/Firm/co. ofcourse .
- **Joint venture & consortium are not allowed.**

6.0 EMPANELMENT CATEGORY:

6.1 In order to achieve its aims and object, the CGHB wishes to empanel, reputed consultants (Architect/firm/company pvt) in the field of Architecture, Engineering and related services to provide consultancy services (Architectural & Engineering Services) for the development of its housing and other schemes. The empanelment shall be grouped in four categories as below and eligibility shall be as per clause no. 14.

1. **Category "A"** : Architect/firm/co. of all India.
2. **Category "B"** : Architect/firm/co. of Chhattisgarh State.
3. **Category "C"** : Architect/firm/co. of Chhattisgarh State.
4. **Category "D"** : Architect/firm/co. of Chhattisgarh State..

Note:- a) Architect/firm/co. who are resident of Chhattisgarh State and practicing in Chhattisgarh State and their Head Office established in the any city of the Chhattisgarh State will be eligible for empanelment in B, C & D category.

The empanelment means not a guaranty of to provide/allot works to the Architect/firm/co.

6.2 Project cost range criteria for invitation of E.O.I. 2022

The basic criteria for invitation of E.O.I. for selection of Architect/firm/co. various for projects of following tentative cost from empanelled Architect/firm/co. of these four categories as below:-

1. **Category "A"** : For work of project construction cost above Rs. 50.0 crore.
2. **Category "B"** :For work of project construction cost up to Rs. 50.0 crore.
3. **Category "C"** :For work of project construction cost up to Rs. 25.0 crore.
4. **Category "D"** : For work of project construction cost up to Rs. 5.0 crore.

NOTE:- (For participation in E.O.I. invitation for the project after empanelment in CGHB)

- a. Architect/firm/co. of Chhattisgarh State empanelled for higher category can participate in EOI for lower category but Architect/firm/co. of lower category shall in no case be eligible to participate in EOI for higher category as shown above in their respective project cost limits.
- b. 'A' Category Architect/firm/co. of other than Chhattisgarh State can participate in the invitation of E.O.I. for 'A' category only but can't participate in E.O.I. for other lower category (B, C & D).
- c. 'A' Category Architect/firm/co. of Chhattisgarh State can participate in the invitation of E.O.I. for all category (A, B, C & D category).
- d. 'B, C & D' Category Architect/firm/co. of Chhattisgarh State can take participate in the invitation of E.O.I. for their category and for lower category also.

NOTE:- Architect/firm/co. who is empanelled in 'A' category (other than Chhattisgarh State) in case of final selection as Architect/firm/co. for any project of CGHB by E.O.I. invitation in future and work is allotted than they have to established one office in the Raipur city for assigned project. In that office all staff shall be as employee of their firm only and they should be deployed from the start of planning work to till the completion of the project and they have to submit notarized certificate in this regard during agreement of the particular project.

7.0 EMPANELMENT OF ARCHITECT/FIRM/CO.

7.1 EMPANELEMENT PROCEDURE

The broad procedure for empanelment of consultants shall be as under.

- a) **Invitation of Expression of Interest (EOI):** CGHB invites the application along with **process fees D.D. of Rs. 5000.00** from eligible consultants to submit their expression of interest to participate in the empanelment procedure. (D.D. shall be in the favor of Housing Commissioner CGHB Raipur)
- b) **Submission of EOI:** The participants will submit the EOI to (CGHB) along with the details as required in the prescribed manner.
- c) **Scrutiny by the CGHB** – The CGHB will scrutinize all the submissions received on the basis of eligibility criteria.

d) Empanelment: The eligible participants would be selected for the Empanelment on the basis of their vision, competence and previous works.

7.2.1 **PERIOD OF EMPANELMENT:** The empanelment would be for a period of three years from the date of certificate issued and it should be get renewed after 3 years if it is not renewed then it will be expired itself. The renewal application shall be submitted 2 months before expiry date of empanelment to the Commissioner, Housing Board Chhattisgarh. The renewal fees will be Rs 5000 [five thousands only] as D.D. in the favor of the commissioner CGHB. **The each empanelled architect/firm must participate in at least one competition called for the project by CGHB in the every calendar year within alive registration period for their category or below category as per clause no. 6.2 otherwise their security deposited amount in the board will be forfeited.**

- **CGHB will not undertake any responsibility of any architect/firm/co participated as a registered Architect/firm/co. in CGHB in any competition out of the jurisdiction of CGHB.**
- **CGHB reserved right to open for further additional empanelment if required at any time after one year of the finalization of these empanelment in short period by advertisement in the news paper and upload in the cghb wesite- www.cghb.gov.in**

7.2.2 **SECURITY DEPOSIT AMOUNT –**

After short listing of architect/firm/co. for empanelment in CGHB after scrutiny of document of application of architect/firm/co. the security deposit amount as below shall have to submit by the Architect/firm/co. to the CGHB in the form of DD in the favor of Housing Commissioner CGHB and final certificate for empanelment will be issued after submission of DD for security amount. A letter will be sent separately after sort listing to the each qualified architect/firm/co. for demand of DD as per their selection in different category of empanelment

- | | |
|---------------------|-------------------------------------------|
| a. For A category:- | Rs. 1.00 lakh (One lakh only) |
| b. For B category:- | Rs. 0.50 lakh (Fifty Thousand only) |
| c. For C category:- | Rs. 0.25 lakh (Twenty five Thousand only) |
| d. For D category:- | Rs. 0.15 lakh (Fifteen Thousand only) |

The above security deposit amount is refundable after expire of empanelment period. For refund application to be submitted.

7.3 **TERMINATION OF EMPANELMENT :** If in the view of the Commissioner, the performance of a consultant is not satisfactory, or if in his view the consultant has failed to safeguard the interest of CGHB, the commissioner may at his sole discretion, terminate the engagement of the consultant, for particular project as well as terminate and forfeit of security deposit amount /suspension/degradation his empanelment with the CGHB by giving written notice by not less than 30[thirty] days to the consultants The Commissioner of CGHB decision in this matter shall be final and binding.

- a. If any complaint against any of the empanelled Architect, Architect firm / co. whose empanelment period is alive & working any project of the CGHB is received from any of the Division of Housing Board where the

architect is engaged work or from any outside complainer or from any other Govt./PSU or non Govt. department, the CGHB after examination of such complaint with a document proof found correct then in that case cghb can take decision for debarment/termination from assigned work and termination of empanelment and forfeit of security deposit amount /suspension/degradation of empanelment category for min. two years max. five years as per decision of commissioner CGHB with giving written notice by not less than 15 days to the architect /firm/co. and in case of consultant's empanelment period is over/expire and not working in the board than without giving notice cghb can take decision as above against Architect/firm/co.

7.4 AWARD OF WORK: Procedure for the award of work shall be as follows:-

Chhattisgarh Housing Board shall invite offers for the project through newspaper or cghb website "www.cghb.gov.in" from amongst the empanelled consultants in cghb, in two separate sealed envelopes. One envelope shall have the concept drawing and other shall contain financial offer subject to the limit as given in Para 7.5 below. All the concept drawings so received shall be placed before a committee, which shall select three best –suited concept drawings in order of merit T1, T2, T3 [presentation may be called if committee desires]. Financial offers of the T1, T2, T3 firms, whose concept plans are selected by the committee, shall only be opened. Firm whose concept plan is adjudged best T1 shall be offered the work on the minimum financial offer received from the best three firms. Work may be awarded to No.T2 or No.T3 firm, only in the case of refusal from firm T1 or T2 respectively. In any case financial offer is not found suitable or may be more in this condition the committee can negotiate offer with T1 or T2, T3 respectively as per above condition . Financial offer should be inclusive of all taxes such as Professional Tax, Income Tax, GST & Central/State/local bodies taxes etc. and all expenditure for tour travels & other services up to completion of work.

7.4.1 After selection of the consultants/execution of agreement by consultants if due to some reasons like unavailability of land/fund not received from concerned department/for others reason projects is cancelled / in this case selected consultants will be terminated by concerned Executive Engineer with the permission of the housing commissioner with one month notice to the consultants.

- a. The allotted work to the Architect/firm/co/consultant from CGHB shall **not be allowed to sublet the work.**
- b. In case of any work allotted to the empanelled Architect/firm/co. and after allotment Architect/firm/co. has worked for layout, stage I, stage II, drawing and other work & layout not approved from T&CP due to any board issue or project cancelled by board from internal issue or after stage II completion layout/project revised by board itself then fees for work done by architect/firm will be payable accordingly and agreement can be winded up by CGHB.

- c. In case of any work allotted to the empanelled Architect/firm/co. and after allotment architect/firm has work for layout, stage I, stage II, drawing and other work & layout approved from T&CP and further consultant's performance is not satisfactory then (such as architect provided drg detail/structure drg, estimate etc. very late & project delayed) fees can be paid as per work done and winded up agreement by CGHB.
- d. In case of any work allotted to the empanelled Architect/firm/co. and after allotment Architect/firm/co. has work for layout, stage I, stage II, drawing and other work & layout approved from T&CP and if above 15% project & layout revised by board itself and revised layout again approved from T&CP and new project prepared by architect then fees will be payable accordingly for both layout and old and new building design etc. by the board.
- e. **For any/other project**, if requires to call separate RFP then CGHB can select consultant through issuing separate open RFP by advertisement in news paper (National & State) and also upload in the CGHB website. The Board reserve the right to do that.

7.4 UPPER LIMIT OF FINANCIAL OFFER:

7.5.1 SURVEY OF LAND:

- (a) For 1 Acre to 25 Acres land @ Rs.1500/- Per Acre Min- Rs. 20,000.00
- (b) After 25 Acres of land and up to 50 Acres of land the rate of survey will be @ of Rs.- 1200/Per Acre (For additional acres over and above 25 acres).
- (c) After 50 Acres of land the rate of survey will be @ Rs.1000/- Per Acre (For additional acres over and above 50 acres).

7.5.2 PREPARATION OF LAY OUT PLAN;

[FOR SERVICES AS PER 10.0 - A, B, OF EOI -2022]

- (a) For 1 Acre to 25 Acres land @ Rs.2500/ - Per Acre Min- Rs. 30,000.00
- (b) For above 25 Acres of land and up to 50 Acres of land the rate will be @ of Rs.-2000/ Per Acre (For additional acres over and above 25acres).
- (c) After 50 Acres of land the rate for every additional acre will be @ Rs. 1500/- Per Acre (For additional acres over and above 50 acres).

7.5.3 PLANNING AND DESIGNING OF ALL EXTERNAL SERVICES

[FOR SERVICES AS PER 10.0- C OF EOI -2022]

0.5% of development cost (tender approved) of project as below.

Note- Project cost is excluded cost of OHT, sump well, pump house, tube well, compound wall, shifting of electric line, earth filling, DG set & lift & lump sum expenses. (These components are not be considered in the project cost for fees calculation and no fee will be paid for these work.)

7.5.4 PLANNING AND DESIGN OF RESIDENTIAL LANDED HOUSES, FLATS AND COMMERCIAL COMPLEX, OFFICE BUILDING

[FOR SERVICES AS PER 10.0 D OF EOI -2022]

(a) For Residential unit/flat/other buildings (Shop cum office cum residential complex/club/community hall etc.) for **one unit**. (Tender cost)

- If Bldg cost up to Rs. 1 cr. - 2.5%
- If cost from Rs. 1 to 2 crs. - 2.0%
- If cost from Rs. 2.1 to 5 crs. - 1.75%
- If cost above Rs. 5 crs up to 10 crs - 1.5%

For Repetition-

For Repetition of work (Tender Cost).

- For project worth up to Rs.1.0 cr. - 1.0%
- From Rs.1.1 cr. to Rs 5.0 crs. - 0.5%
- From Rs.5.1 crs. to Rs 10.0 crs. - 0.25%
- Above Rs. 10.0 crs to 20.0 crs. - 0.12%

For Repetition of work in the other campus/site (Tender cost).
(if drg adopted with permission of CGHB Head Office.)

- For project worth up to Rs.1.0 cr. - 0.5%
- From Rs.1.1 cr. to Rs 5.0 crs. - 0.25%
- From Rs.5.1 crs. to Rs 10.0 crs. - 0.12%
- Above Rs. 10.0 crs to 20.0 crs. - 0.05%

Note- Fees for repetition cost above 20 crs is not payable .

(b) For (any special building, if required by the board) interior design work/other specialized project, separate financial offer (format) from architect/firm will be called during EOI - 2022

Format of financial offer for all project

<u>Financial Bid</u>		
		Date-----
Name of the project-----		
Ref.- EOI Advertisement Dated----- on news paper-----/CGHB website		
S.n	Rate as per clause 7.5 of EOI-2022	Fees Quoted by Arch/Firm/Co.
1	Overall total fees of the project as per rate of EOI 2022 as per clause no. 7.5 (fees for Arch. & Eng. Services.)	Our Quoted rate is -----% below overall total fees of the project as per rates of EOI 2022 as per clause no 7.5 (For Arch & Eng. Services)
Signature of Arch/firm/co.		
Authorized person with name & Seal		
Name of Arch/firm/co. -----		

This page cut for financial bid fill up & submit it in financial bid envelope.

- Note-**
1. Financial offer should be inclusive of all taxes such as Professional Tax, Service Tax, Income Tax, central/state/local bodies taxes and GST etc. and all expenditure for tour travels & other service up to completion of the project.
 2. If financial offer submitted found open along with technical bid then this bid will be consider as cancelled .
 3. If financial offer does not submitted in this format then this offer will be treated as rejected.
 4. This offer envelope shall be address to the Commissioner CGHB HO, Nava Raipur Atal nagar Dist-Raipur & Specify name of the project and submission date.
 5. This financial bid shall be in sealed envelope.
 6. Overall total fees for actual services as per scope of work to be provided by arch/firm/co. of all part of the project such as residential, commercial, amenities, layout development etc. & if any case some services not provided then fees for that will not be paid by the board.

7.6 MODE OF PAYMENT.

For Building works/ Layout planning work

Stage I –Survey works, & After Board's approval of stage II drawing & approval of drawings by statutory authorities [T&CP & Nagar nigam, RERA & other deptt., if required by board], stage II estimate and 3d view and broacher designing/leaflet/advertisement /presentation of project when required.etc with 3 options and AA & TS approved by the Board.

20% of total fees as per 7.5 of EOI.- 2022 lowest rate quoted & Approved by Board.

Stage II- After submission of Stage-II detailed estimate (NIT) and Stage II tender drawings sufficient (All external services details for layout part and all working drawing for building to call tender and structural drawings which is approved from NIT/IIT as per direction of CGHB.

15% of total fees as per 7.5 of EOI.- 2022 lowest rate quoted & Approved by Board.

Stage III - After submission of all detailed working /detail drawings of buildings and layout plan for execution at site.

15% of total fees as per 7.5 of EOI.- 2022 lowest rate quoted & Approved by Board.

Stage IV - During the course of construction as per progress at site as below:-

40% of total fees as per 7.5 of EOI.- 2022 lowest rate quoted & Approved by Board.

A. On Completion of Construction up to plinth level.

5% of total fees of lowest quoted rate and accepted by firms & Approved by Board.

B. On Completion of Construction up to lintel level.

10% of total fees of lowest quoted rate and accepted by firms & approved by Board.

C. On Completion of Casting of R.C.C. slab & Plaster work.

15% of total fees of lowest quoted rate and accepted by firms & approved by Board.

D. On Completion of Flooring, & Finishing (inside, outside painting) & Providing Door and Shutters and in layout work water supply, sewer line, drain, electric work completed & other work of campus and landscaping work over and architect shall see these work.

10% of total fees of lowest quoted rate and accepted by firms & Approved by Board.

Stage V - On completion of work and fulfilling of all responsibilities (including super vision time to time) to Board's satisfaction remaining of total fees, as per actual work done & as building completion drawing 10% of total fee.

- For purpose of stage V " progress at site" shall mean expenditure incurred as a proportion of total estimated cost calculated in five installments.

- **Note for clause 7.6**

1. If for some reasons, the work is abandoned in between or curtailed or the Architect/firm/co. services will be terminated by the Executive Engineer with permission of cghb commissioner, the fees will be calculated proportionately for the services rendered and adjusted accordingly.
2. Penalty shall be charge up to 10% of the fees in case of delayed to provide any type of services or services not provided as per scope of work. In case of performance is poor than his category can be degraded or black listed also.
3. Payments of professional fees shall be made within one month of the completion of the relevant stage or submission of claim whichever is later.
4. This fee is inclusive of all taxes and for expenses for site visit & other work which may have to be borne by the Architect and no separate payment shall be made on this account.
5. The above fees is not included
 - a) Fees for approval of structural drg. of the project from any NIT/IIT as per direction of CGHB.
 - b) Fees for layout approval from town & country planning department.
 - c) Fees for drawing approval from Nagar Nigam Or Nagar Palika Or local authority/RERA.
 - d) Fees for drawing approval from environmental clearance.
 - e) Fees for soil testing from lab Or any other building material from Govt. agency.
 - f) Fees for any other department required for project approval.

For above all approval fees will be provided to the concern department by the Executive Engineer CGHB but Arch/firm/co. has to do follow up & submitted all technical details required for approval to get all these approval. For follow up expenditure will not be separately paid. For structure drawing of the project (for all bldg & layout) have to prepared by Architect/firm/co. by own expenditure. No separate payment will be provide by the board on this account.

8.0 SIGNING OF AGREEMENT

A separate agreement shall be executed between the (CGHB) and the consultant for each different project. Firm should provide time bar chart of services before agreement. Agreement shall be sign by main architect/partner of firm/consultancy.

- 8.1 The Commissioner CGHB shall have the liberty to postpone or not to carry on any job and the architect 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 Commissioner or by engineer in charge on his behalf.

8.2 The Commissioner CGHB shall have the liberty to amend any condition in EOI or Agreement at any time without any notice.

9.0 BROAD SCOPE OF THE CONSULTANCY

The Consultants broad scope of work shall include but not limited to the following –

*Study and analyze the requirements of the housing Board to draft detailed design.

- A. SURVEY: Physical and topographical survey of Land, Soil investigation and Water resistivity survey.
- B. PREPARATION OF LAYOUT PLAN: Preparation of layout plans of Buildings, Roads, Sewerage System, Water Supply System, External Electrical System, Open Spaces, Garden, Play Grounds, water harvesting etc. as per the norms and guidelines of Town & Country Planning Department of Chhattisgarh/ local body/Central department as required for Environmental Clearance, firefighting etc.
- C. DESIGNING OF EXTERNAL SERVICES: Designing of all external services including water harvesting system.
- D. PLANNING AND DESIGN OF RESIDENTIAL & COMMERCIAL BUILDING: Designing of Residential Houses/Apartments, and Commercial Complex and others buildings as desired by CGHB.

10.0 DETAILED SCOPE OF WORKS :

A. SURVEY: (GENERALLY SURVEY DONE BY CGHB DURING LAND ALLOTMENT)

Survey may be done by any scientific method, using latest instruments. Survey would include: Site evaluation, Analysis and impact of existing and proposed development on its immediate environs. (Generally survey done by CGHB after land allotment)

- i. Site survey including adjacent area (Site Plan), If required said by CGHB with total station survey or any latest technology.
- ii. Contour Survey at intervals as specified by the in-charge Executive Engineer (by Total Station Survey minimum).
- iii. Location of all existing structures like, canal ,nallah ,water bodies, trees, electric line, other buildings, tube well, approach to the site (Specify kachha/pakka road with width of existing road distance from main road), show state highway or NH or any main road if any, give max. flood level of nallah/canal/river/pond if any at site or near site, encroachment at site if any to be show properly, any ditch if any, etc. if any deep slope are in site show properly.
- iv. Show khasara plan with no. in survey plan. (Separately), khasara superimposed drg also.
- v. Any other features as directed by engineer in charge.
- vi. Geological Survey for water recharging.
- vii. Show availability of electricity and water.
- viii. Surrounding bldgs or campus or other
- ix. Superimpose of khasara plan on survey plan (Separately)

- x. Show coordinates of all corners of sites/boundary
- xi. Soil test:- Type of soil, strata and its bearing capacity. Approved from Govt. Body.
- xii. Resistivity survey to find out underground water table.
- xiii. Rera certificate updation.

SUBMISSION

1. Soil test and resistivity survey report approved from Govt. body Testing unit or as directed by the board. (Before structural drg approval)
2. Site Plan, Contour survey, khasara superimposed, Soil test and all as mentioned above (point i to xii) Location map of all underground water points and other Maps in 1:500 scale (or as directed), in 10 hard copies with signature of surveyor & Architect/Engg. one soft copy in CD as desire by CGHB.

B: PREPARATION OF LAYOUT PLAN

1. Layout plan should be in 1:500. scale (or as directed) Layout plan shall include Buildings, Roads, Sewerage System, Water Supply System, External Electricity System, Open Spaces, Garden, Play Grounds etc. As per the norms and guidelines of Town & Country Planning Department of Govt. of Chhattisgarh/local body/Central department as required for Environmental Clearance ,irrigation dept, high rise bldg committee, firefighting etc. Water recharging pits, STP, Community hall/Club, swimming pool, play area, children play area, crèche etc.

SUBMISSION

1. At least three alternative concept plans shall be submitted, each in triplicate. Necessary changes if required, shall be made by the consultant and submitted.
2. On a approval of the concept plan, 3d view (if required) and broacher designing /leaflet/advertisement /presentation of project at the time of selection and others occasion and when required etc with 3 options. Detail layout plan as per B(1) above.
3. T&CP Approval and building approval from Nagar nigam/palika/panchayat and all as mentioned above.

C: DESIGNING OF EXTERNAL SERVICES

(After Approval from T & CP)

1.1 Designing of external Water Supply System shall include.

- a) Capacity of over head tank & sump well shall be designed for the population of entire housing scheme/project.
- b) Detailed RCC Design of overhead tank and sump well. if required by EE
- c) Design of external water supply line clearly showing diameter of pipes and type of pipes (GI, CI, etc) and position of valves and operating systems (detail layout plan & section) with calculation detail.
- d) Design of pump houses and Tube wells location including capacity of pumps/motors.
- e) Design of fire fighting System.
- f) Lighting conductor system for overhead tanks.
- g) Design of efficient water-harvesting/conservation system.

- h) Planning shall be green building concept requirement.
- i) Rainwater harvesting recharging pits etc. system planning.
- j) Storm water detail layout plan and detail section at various distance.
- k) Quantity and detail estimate

1.2 Designing of external sewerage system.

- a) Detail working drawings of external sewerage system (layout and section detail) including details of Eco friendly final disposal of the waste, it should be design properly and approved from competent and concerned authority. give diameter of pipes and specification and calculation etc.
- b) Design and detail working drawings of feasible Sewerage Treatment Plant and reuse of treated water in Garden, Playgrounds and supply of non-potable water to each house hold.
- c) Design and detail working drawings of STP/Septic tank detail as required.
- d) Detail of discharge point.
- e) Quantity and detail estimate

1.3 Designing of Cement Concrete / Bitumen Roads including Culverts and Drainage system. It shall include: (section & detail)

- a) Levels of Roads, Culverts & Storm water Drains.
- b) Sections of Roads/Culverts / Drains.
- c) Design of Bitumen / CC Roads/ RCC Road/RCC culverts/ drains with Design calculation. RCC culverts shall be design to bear load of minimum 18 ton (weight of fire fighting vehicle)
- d) Quantity and detail estimate

1.4 Design of external electrification.

- a) Design of external electrification system with specification as per the CSPDCL norms and shall got approved from CSPDCL. Layout plan (detail), quantity and detail estimate.

1.5 Landscaping. Landscape plan shall include colony entrance gate & compound wall.

Design and detailed working drawings of landscape part, including choice of species, grass, hedges, plants, trees, etc., footpath, chair, playfield/area, children play area, crèche, compound wall and gate of garden or when required, Electrical fixtures details as required etc. Quantity and detail estimate for each work, colony entrance gate & compound wall.

1.6 Design of community hall/Clubs, Library, Training centre, Swimming pool etc.

Design and detailed working drawings (as mentions in detail 10.0 D of EOI point below) of above building as required by the board.

Submission:-

1. Water supply detail layout and other details.
2. Sewerage design detail layout
3. Water harvesting system/rain water harvesting planning layout.

4. Drainage layout and design
5. Detail of STP/ septic tank as required by EE.
6. Landscaping detail plan with children play area/with equipment.
7. Electrical detail layout.
8. Main colony entrance gate design detail with security post and compound wall details.
9. Road design detail of RCC/Bitumen as desire by the board
10. All other drawings detail required for const /by EE/Board
11. All detail for required for T&CP and structure proof check from NIT/IIT (As required) and other department NOC /for environmental clearance and take approval from Environmental clearance from central/State Govt. department if required.

D: PLANNING AND DESIGN OF RESIDENTIAL BUILDING/APARTMENT AND COMMERCIAL, OFFICE BUILDING, COMMERCIAL CUM RESIDENTIAL / OFFICE BUILDING, OTHER BLDG. .ETC.

- i. Preparation of plans of all floors and elevation [3D View] with sufficient alternatives and sections [stage 1 drawings], specification, of buildings and get approved from board/clients dept, stage 1 estimate, broacher designing /leaflet/advertisement /presentation of project for at the time of selection and other occasion and when required etc with 3 options & walkthrough if required. Drawings for approval from T&CP and Nagar nigam & approval of structure drawing of the project from NIT/IIT, environment clearance from state/central deptt. and approval from others deptt. as required.
- ii Model of each house unit, or Apartment or other bldg & layout model in proper scale to be submitted at the time of launching the scheme, or as when required by the board (Separate payment to be made to the Architect/firm/co. for modeling & walkthrough presentation).
- iii. Detailed architectural drawings and structural designs of all RCC works foundation, superstructure, beams, columns, lintels, chhajjas, slab etc.
- iv. **Preparation of working [stage2]/detailed drawings for as below:**
 [Drgs. shall be in proper scale such as 1;20;1;25;1;50;1;100 as required]
 1. All floors plans [Basement floor To Terrace fl. As per design]
 2. All sides elevations
 3. Sections 3 minimum
 4. Detail of staircase, kitchen, toilets , porch , balcony etc and others details as required on type of bldgs.
 5. Detailed drgs of Doors and windows, ventilators, rolling sutters, gates, ms grills , compound wall railings etc.
 6. Flooring design details
 7. Interior design details if required
 8. Design of internal, external color schemes,& Color scheme on Grills and Railings
 9. Design of internal Water Supply, (Length and size of pipes etc.)
 10. Design of internal Electrification
 11. Design of Sanitary and plumbing system (Length and size of pipes etc.),

12. Design of Electronic Communication System if required
13. Rain Water Harvesting Planning
14. Detailed drgs of Elevators (lift), escalator, fire protection and security system, heating, ventilation and air conditioning system (HVAC) and other mechanical system as required depends on type of buildings
15. Internal and peripheral Landscape plan.
16. Lightning conductors system for buildings
17. RCC structural, working/detailed drawing of **A.** details of footing, (as per the type of soil and height of the structure **B.** Plinth beam details **C.** all floor beams details **D.** all columns, lintels, Chajjas, slab, staircase details, with reinforcement details, **E.** lift well/tower/ machine rm etc and others details as required **F.** all false works (quantity) details for all RCC .

SUBMISSION FOR POINT B, C & D

1. All Drawings as mentioned above in 10 hard copies with signed by **Consultant/architect of the firm** and one soft copy.
2. Stage 1, 2 estimate and brief, detail specification of works in five hard copies and one soft copy.
3. The consultant shall submit 3 D views [with option] of buildings compulsory, 3 D views [with option] of layout, Walk through if required and brochure designing /leaflet/advertisements required.
4. Model of each house unit, or Apartment or other bldg & layout model in proper scale to be submitted at the time of launching the scheme, or as when required by the board .(Separate payment to be made to the Architect/firm/co. for modeling & walkthrough presentation.)
5. The consultant will show and incorporate appropriate furniture in all [2d/3d]plans and designs for brochure preparation
6. All RCC Works design of development of layout and all buildings drgs. shall be signed by structural designer and shall got approved from NIT or IIT or as required by the Board.
7. After board approval layout Plan Shall got approved from T&CP Deptt. and others govt. deptt. as required.
8. After board approval building plan Shall got approved from nagar nigam/nagar palika or as required.
9. All layout design and building design shall be energy efficient, disable friendly, senior citizen friendly
10. Time schedule for above all stages [A to D] will be as mentioned in the agreement.

Consultant shall design as per exiting relevant codes. Consultant should follow existing norms, rules and regulations of PHE, Municipal, Town and Country Planning Department, Electricity board and other departments[state/central]. Consultant shall obtain statutory approval of all submission from the concerned department. He shall supervise all the works under his scope of work at various stages and keep watch for accuracy and quality of work executed. Consultant shall visit the site for at-least two days as per the date fixed by the in charge Executive Engineer at his own cost.

Consultant shall prepare Detailed Estimate, based on schedule of rates of CGHB, & Tender Documents in consultation with the Chhattisgarh Housing Board within the rules and regulation of CGHB.

INFORMATION AND INSTRUCTIONS TO APPLICANTS.

11 GENERAL.

- 11.1 All information requested for in the enclosed forms should be furnished against the respective columns in the form. If information is furnished in separate documents, reference to the same should be given against respective column. If information is 'Nil' it should also be mentioned as 'Nil' or 'No such case'. If any particular query is not applicable in case of the applicant, it should be stated as 'Not applicable'. The applicants are cautioned that non-submission of complete information called for in the required formats, or making any change in the prescribed forms may result in the application being summarily rejected.
- 11.2 All the information must be submitted in English.
- 11.3 The documents should be sent by speed post / registered post / courier or hand delivery. CGHB will not entertain any application after the prescribed time limit on any grounds.
- 11.4 The application should be type written. The applicant's name & signature should appear on each page of the application form.
- 11.5 Overwriting shall be avoided and corrections, if any, shall be made by crossing out, initialing, marking the date and rewriting. All pages of the application shall be numbered and submitted as a package with signed letter of transmittal.
- 11.6 References, information and certificates from the clients certifying suitability, technical know-how or capability of the applicant shall be signed by the respective client.
- 11.7 The applicant is advised to attach any additional information he thinks would be necessary in regard to his capabilities. No further information will be entertained after submission of application unless it is required by the CGHB. The CGHB reserves the right to call for additional information and clarification of information submitted from the applicants.
- 11.7.1** The application form duly completed and signed shall be submitted in sealed cover. The sealed cover shall be super scribed as 'Application for Expression of Interest from Architects /firm/company for Empanelment in CGHB and shall be received by the Commissioner, CGHB, Paryavas Bhawan, North Block, Sector-19, Nava Raipur Atal Nagar, Dist-Raipur Chhattisgarh, INDIA 492007 on or before date & time mentioned in advertisement on newspaper or in the **cghb website "www.cghb.gov.in"**.
- 11.8 The cost incurred by applicants in preparing this application, in providing clarifications or attending discussions / conferences in connection with this document shall be borne by the applicant and the CGHB in no case will be responsible or liable for these costs, regardless of the conduct or outcome of the process.

12 METHOD OF APPLYING:

- 12.1 If the application is made by an individual, it shall be signed by the individual above his full typewritten name and current address.
 - 12.2 If the application is made by a proprietary firm, it shall be signed by the proprietor above his full typewritten name and current address.
 - 12.3 If application is made by a firm in partnership, it shall be signed by all the partners of the firm above their full typewritten names and current addresses, or alternatively by a partner holding special power of attorney for the firm in which case a certified copy of the partnership deed and the said power of attorney and current address of all the partners of the firm shall also accompany the application.
 - 12.4 If the application is made by a limited company, it shall be signed by a duly authorized person holding power of attorney for signing the application in which case a certified copy of the power of attorney shall accompany the application.
- The application shall be signed so as to be legally binding on all Director.
 - One of the Director shall be nominated as being lead director and this authorization shall be evidenced by submitting a power of attorney signed by legally authorized signatories of all the director.
 - i) The lead director shall be authorized to incur liabilities and receive instructions for and on behalf of any and all director of the company.
 - ii) A copy of the agreement or memorandum of understanding of the company shall be submitted with the Application and complete information pertaining to each director of the company shall also be submitted.

13. FINAL DECISION MAKING AUTHORITY:

The CGHB reserves the right to accept or reject any application and to the process and reject all applications at any time without assigning any reason and without thereby incurring any liability to the affected applicant or without informing the applicants of the grounds for the CGHB's action.

14. ELIGIBILITY AND MINIMUM CRITERIA FOR PRE-QUALIFICATION:

- 14.1 The applicant, individual/firm/company should be in India.
- 14.2 To be eligible for Empanelment, the applicants shall provide evidence satisfactory to the Commissioner CGHB, of their eligibility and of their

capability and adequacy of resources to carry out the services. In addition, all applications submitted shall include the following information :

- a) Letter of Transmittal.
- b) Copies of original documents defining the legal status, structure of organization, place of business of the company or firm or partnership or the individual in Schedule 'A'.
- c) Reports on the financial standing of the applicant in Schedule 'B'.
- d) Information about Planning professionals and allied Technical staff in Schedule 'C'
- e) Details of the experience and past performance of the applicant/ architect/firm/company on works of a similar nature and details of current works in hand and other commitments in Schedule 'D'.
- f) Any other relevant additional information in Schedule 'E'.
- g) Details of participation in National or International Design Competitions, if any, in the past.
- h) Photographs of any three important projects designed by the Architect/firm/co.
- i) Photocopies of Income Tax return of the firm for the last 3 years along with clearance certificate.
- j) The applicant may be required to make a presentation covering the above aspects.
- k) The information of litigation if any.

14.3 For the purpose of empanelment, applicant should meet the following qualifying criteria as a minimum for:

- a) The applicant/firm/company must be a well established consultant having capability and experience in residential / commercial / residential cum commercial construction.
- b) The lead consultant, must have experience in the field of architecture and be of repute with proven experience of rendering comprehensive architectural planning and engineering services having in-house facilities (if not available in his office he can engaged experience all related engineering consultant) for all related disciplines including architecture, urban design, structure, electrical, mechanical air conditioning, acoustics, public health engineering, landscaping and interior design. They must have adequate experienced technical manpower and all modern facilities including computer aided design.

In addition to above following category wise qualifying criteria are fixed. (note :- For experience only completed any project as mentioned below of Private or Govt./Semi Govt. work will be consider for qualify of empanelment)

14.3.1 **Category "A"**: To qualify in Category "A", the applicant must have achieved as a minimum the following performance

- A. The applicant/Architect/firm/co. shall be at least 10 years old.
- B. The applicant's core team of experts shall have experience of at least 10years in the respective field.
- C. The applicant must have experience of Physical planning, designing & execution of any type of building (Residential,

Commercial, Office, or mix building, colony, institute campus, etc. with infrastructure planning (individual/multistoried) with or without energy efficient and Design, structural design, financial and economic analysis, environmental planning, etc.

- D. The applicant must have planned, designed and executed at least completed one similar type project of building/housing with development works of more than Rs. 50 Crs. or two completed project of total cost of Rs. 70.0 Crs. or Three completed project of total cost of Rs. 80.0 Crs. in the last ten years.

14.3.2 **Category "B"**: To qualify in Category "B", the applicant must have achieved as a minimum the following performance.

- A. The applicant/Architect/firm/co shall be at least 7 years old.
- B. The applicants' core team of experts shall have experience of at least 7 years in the respective field.
- C. The applicant must have experience of Physical planning, designing & execution of any type of building (Residential, Commercial, Office, or mix building, colony, institute campus, etc. with infrastructure planning (individual/multistoried) with or without energy efficient and Design, structural design, financial and economic analysis, environmental planning, etc.
- D. The applicant must have planned, designed and executed at least completed one similar type project of building/housing with development works of up to Rs. 50 Crs. or two completed project of total cost of Rs. 60.0 Crs. or Three completed project of total cost of Rs. 70.0 Crs. in the last seven years.

14.3.3 **Category "C"**: To qualify in Category "C", the applicant must have achieved as a minimum the following performance.

- A. The applicant/Architect/firm/co shall be at least 5 years old.
- B. The applicants core team of experts shall have experience of at least 5years in the respective field.
- C. The applicant must have experience of Physical planning, designing & execution of any type of building (Residential, Commercial, Office, or mix building, colony, institute campus, etc. with infrastructure planning (individual/ multistoried) with or without energy efficient and Design, structural design, financial and economic analysis, environmental planning, etc.
- D. The applicant must have planned, designed and executed at least completed one similar type project of building/housing with development works of up to Rs. 20 Crs. or two completed project of total cost of Rs. 25.0 Crs. or Three completed project of total cost of Rs. 30.0 Crs. in the last five years.

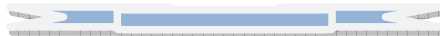
14.3.4 **Category "D"**: To qualify in Category "D", the applicant must have achieved as a minimum the following performance.

- A. The applicant/Architect/firm/co shall be at least 3 years old.
- B. The applicants core team of experts shall have experience of at least 3 years in the respective field.
- C. The applicant must have experience of Physical planning, designing & execution of any type of building (Residential, Commercial, Office, or mix building, colony, institute campus, etc. with infrastructure planning (individual/multistoried) with or without energy efficient and Design, structural design, financial and economic analysis, environmental planning, etc
- D. The applicant must have planned, designed and executed at least completed one any building project cost of minimum Rs. 1.0 Cr. in the last three year.

14.4 Even if an applicant firm satisfies the above requirements, it will be subject to disqualification at any point of time/during work also if it has:

- i) Made a false representation in the form, statement and attachments required in the Registration documents.
- ii) Record of poor performance such as abandoning work, not properly completing contract, financial failures or delayed completion.
- iii) If it has been convicted by any court of law.

14.5 All payments towards Consultancy fee to the selected lead consultant will be made in Indian Rupees only.



PROFORMA OF APPLICATIONS AND SCHEDULES

LETTER OF TRANSMITTAL

To,

The Commissioner,
Chhattisgarh Housing Board,
Head office, Paryavas Bhawan,
Nava Raipur Atal Nagar,
Dist- Raipur (C.G.)

Sub:- Request for empanelment as Consultants in CGHB in category----for
Architectural & Engineering Services.

Dear Sir,

Having examined the advertisement and the application form including scope of work, we hereby submit all the necessary information and relevant documents for Empanelment as consultant in CGHB in Category ----- for the various project in the future.

The application is made by us, on behalf of _____ in the capacity of _____ duly authorized to submit the offer.

We understand that (CGHB) reserves the right to reject any application without assigning any reason.

(Signature of applicant)
Including title and capacity
in which application is made.

Date

Encl:

- 1.....
- 2.....
- 3.....
- 4.....
- 5.....
- 6.....
- 7.....

INFORMATION OF CONSULTANTS

SCHEDULE-A

CORPORATE INFORMATION OF CONSULTANTS

1. Name of the Applicant/ Architect/ proprietor/ firm/main partner/ main director of company (In full) -----
-Address -----
-Mob. No -----
-Telephone no -----
-Email address -----
-Website (if any) -----
-Year of establishment-----
(Certificate of Registration/Incorporation under Indian Companies Act to be furnished for company or partnership firm.
-Qualification -----
-Registration no. from COA/AIIA of Architect of firm/co.-----
(enclose copy of Certificate of Registration with up to date renewal) & name.
-Place of business

2. if applicant have detail of Partners of firm/ Directors of company

S.No	Name of all partners/ directors	Qualification	Registration from COA/ AIIA or others AIIME or other qualification	No. of year in the firm/ company
1				
2				
3				
4				

3. Nature of main Assignments carried by applicant so far

- i. _____
- ii. _____
- iii. _____
- iv. _____
- v. _____
- vi. _____

4. Nature of assignments in hand

(Signature of applicant)
Including title and capacity
in which application is made.

FINANCIAL STATUS

SCHEDULE-B

(For each Member of the group)

- a. Name of the Consultant/applicant ---
 - b. Whether individual/proprietary/partnership/Limited Company.-----
 - c. Annual Turnover (for the last 3years) (Indian Rupees in millions)-
if available, if available- it is not compulsory.
- All foreign currencies should be converted to equivalent Rupees.

(Signature of applicant)
Including title and capacity
in which application is made.

TECHNICAL STAFF**SCHEDULE-C**Information about the **TECHNICAL STAFF**

(Each member of the group to furnish information in their respective area of participation)

No	Field of specialization (Available in the office)	Name of post held in firm/office	No. of persons				Year with Firm
			PHD.	Post Graduate	Graduate	Other Qualification	
1	Architect						
2	Urban planner						
3	Landscape Planner						
4	Structural designer						
5	Civil Engineer						
6	Electrical Engineer						
7	Environmental planner						
8	Infrastructure Analyst & designer						
9	Green building expert						
10	Expert of Sanitary/water supply/Estimation/HAVC etc.						
11	Architectural Assistant/Draftsman						
12	Others						

Details of Technical Software and Instrument available in the office.

(Signature of applicant)
Including title and capacity
in which application is made.

EXPERIENCE**SCHEDULE – D**

APPLICANT’S EXPERIENCE OF RELEVANT PROJECTS
(COMPLETED AND ON GOING PROJECTS OF PRIVATE OR GOVT./SEMI GOVT. WORK)

(Completed means- Project Physically completed on the site with planning, designing and all services)

Give **information** in the following format
(For each member of Group)

1	Project Title	:	
2	Location	:	
3	Describe area of participation (Specific Services rendered by the Applicant)	:	
4	Period of Services rendered by the Applicant	:	
5	Consultancy Fees of the Applicant (In Indian Rupees)	:	
6	Total Project Cost (In Indian Rupees)	:	
7	Whether the Project was handled individual or in partnership or Joint Venture or Consortium (If Yes, specify the JV/Consortium partners and their role (Area of participation) in the project)	:	Yes/No
8	Whether any Sub Consultant was involved If Yes; Specify their area of participation in the project	:	Yes/No
9	Present status of the Project/completion date		

(Note: Supporting documents from client in support of each of the above objects to be furnished)

Certificate from Client-

- 1) Work order for the project for Architectural & Engineering Services with detail of Project land area, numbers & types of houses or building, cost of project and the letter must be issued by competent person of the project.
- 2) Completion report of the project issued by competent person of the project with date, year and satisfactory report regarding services provided (Architectural & Engineering) by the Architect/firm/co.
- 3) Copy of Drawing approved layout and letter from Town & country planning/concerned approval authority & 3d view & photos of completed project.
- 4) Only completed project in all respect with all proof as required, will be consider for qualify for empanelment.
- 5) In case of any complaint after empanelment all above submitted documents and drawings can be verified at any time if required by CGHB, if any document/drgs found false during verification than action will be taken against architect/firm/co by the CGHB.

(Signature of applicant)
Including title and capacity
in which application is made

ADDITIONAL/ RELEVANT INFORMATION

SCHEDULE-E

A Detail for Individual / Proprietary/partnership firm/co. :-

1. Copy of PAN number.
2. GST number detail and income tax returns of last 3 years.
3. Educational Qualification's certificate and COA/AIIA registration of architect of firm/co/self.
4. Registration certificate of Architect /Proprietary firm/co./partnership firm.
5. MOM copy for company/partnership deed for partnership firm.

Any other information :-

B

C

(Signature of applicant)
Including title and capacity
in which application is made.)

(On stamp paper of Rs. 100)

Affidavit before notary public

SCHEDULE-F

To,

Dated: - / / 2022

The Commissioner,

Chhattisgarh Housing Board, (CGHB)

Head Office, Paryavas Bhawan, Nava Raipur Atal Nagar,

Dist-Raipur, Chhattisgarh.

Sub: Application for Empanelment of Architect/firm/company in Chhattisgarh Housing Board for Architectural & Engineering Services for various project in future.

- 1 With reference to your EOI document dated *****, I/we, having examined the EOI Documents and understood their contents, hereby submit my/our application for the aforesaid Project. The application is unconditional and unqualified.
- 2 All information provided in the application and in the Appendices is true and correct.
- 3 I/ We shall make available to the board any additional information it may find necessary or require to supplement or authenticate the document.
- 4 I/ We acknowledge the right of the board to cancel the empanelment process at any time or to reject any application without assigning any reason or otherwise and hereby waive our right to challenge the same on any account whatsoever.
- 5 We certify that in the last three years, we have neither failed to perform on any contract, as evidenced by imposition of a penalty or a judicial pronouncement or arbitration award, nor been expelled from any project or contract nor have had any contract terminated for breach on our part.
- 6 I/ We declare that:
 - (a) I/ We have examined and have no reservations to the empanelment documents, including any Addendum issued by the Board.
 - (b) I/ We do not have any conflict of interest in accordance with the provision set out in the EOI document;
 - (c) I/We have not directly or indirectly or through an agent engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice, as defined document, in respect of any tender

or request for proposal issued by or any agreement entered into with the Board or any other public sector enterprise or any government, Central or State; and

- (d) I/ We hereby certify that we have taken steps to ensure that in conformity with the, no person acting for us or on our behalf has engaged or will engage in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice.
- 7 I/ We further certify that in regard to matters relating to security and integrity of the country, we have not been charge-sheeted by any agency of the Government or convicted by a Court of Law for any offence committed by us or by any of our Associates.
- 8 I/ We undertake that in case due to any change in facts or circumstances during the empanelment process, we are attracted by the provisions of disqualification in terms of the referred to above, we shall intimate the board of the same immediately.
- 9 I/We agree and undertake to abide by all the terms and conditions of the EOI document.
- 10 That no investigation, disciplinary proceedings, contractual default proceedings, complaint of any nature against, our firm/company and/or its partners/directors have ever been initiated by any agency, Court, Police, investigation team.
- 11 That our firm/company has never been debarred and /or blacklisted by any agency /employer which had awarded any kind of work to our firm/company and that earnest money deposit and/or security deposit of our firm/company has never been forfeited and no notice of any kind of forfeiture of such of EMD/Security deposit has never been secured by any agency /employer on our firm/company.
- 12 I hereby authorize the CGHB officials to get all the documents verified from appropriate sources(S).

In witness thereof, I/we submit this application under and in accordance with the terms of the EOI document.

Deponent,

Date: (Signature of the Authorized signatory)

Place: (Name and designation of the of the Authorized signatory)

Name and seal of-----

Verification

I ----- the above named deponent declare and solemnly confirm that content of para 1 to 12 of the aforesaid affidavit are true and correct and nothing has been concealed there from.

(DEPONENT)

Place:

Date:

Solemnly affirmed before me at this day of---, 2022.

**CHHATTISGARH HOUSING BOARD, HEAD OFFICE, NAVA RAIPUR
ATAL NAGAR, DIST-RAIPUR**

AS PER EOI-2022

**AGREEMENT FOR ARCHITECTURAL AND ENGINEERING SERVICES
CONSULTANCY OR ENGINEERING SERVICES ONLY
FOR THE PROJECT**

.....
.....

CLIENT CHHATTISGARH HOUSING BOARD, RAIPUR DIV.-.....

ARCHITECT/FIRM/CO.

CONSULTANT

.....

THIS AGREEMENT made this----day of ----- between the Chhattisgarh
Housing Board hereinafter called the BOARD on the one part and -----

(CONSULTANT ARCHITECT/FIRM/CO.) hereinafter called the "ARCHITECT" on the
other part

Whereas the Board desire to plan develop and construct ----- (Name of Project &
Services to be provided Specify) -----

And whereas the Board has appointed ----- as the
Consulting Architect/Firm/co. for the said project, & services including allied works and
services in all respects, with the Instructions and conditions hereto specified in this
Agreement.

NOW THEREFORE, this Agreement witness and the parties hereto hereby agree as
follows;

CONTENTS:

1. Scope of Work & schedule of Services to be rendered by the Architect
2. Scale of Fees, and Mode of Payment
3. Board's Responsibilities
4. Schedule of Services not included in the scope of Work
5. General Conditions of Contract
6. Arbitration

(1) SCOPE OF WORK & SCHEDULE OF SERVICES TO BE RENDERED BY THE ARCHITECT//FIRM/CO. (IN BRIEF)

Planning area of the project area of the project is about
The Scope of work and the services to be rendered by the Architect in brief are as follows and **shall be in detail as per EOI – 2022 clause 10.0** :-

1. Study of client's requirement.
2. Detailed survey of the site and existing services. (If not done by CGHB Or as said by Board)
3. Preparing a general site layout, development and sketch plans.
4. Discussing with the client and making necessary changes in plans.
5. Preparing drawings required for the tender purpose and construction and getting them approved from the client and various Authorities concerned (such as Town & Country planning, Municipal Corporation etc) in accordance with the existing legislation codes and standards and central/state Gov. for environment clearance.
6. Preparing final construction drawings, structural designs and drawing, including services like internal roads water supply sanitary and electrical layout drawings.
7. Preparing a 3d view of the buildings/project with 2 options min.
8. Walkthrough if required or model of each house unit, or Apartment or other bldg & layout model in proper scale to be submitted at the time of launching the scheme, or as when required by the board .(Separate payment to be made to the Architect for modeling & walkthrough presentation.)
9. Preparing detailed estimates and abstract of work along with technical specifications for all buildings and development works.
10. Visiting the site as and when required to clarify any decision or interpretation of the drawings and specifications that may be necessary coordinating at site during execution and attending conferences and meetings as and when required.
11. Advising the Board on any technical matters connected with the construction of the said project.
12. Co-coordinating with various agencies such as Town and Country planning ,PHED, PWD, NIT, State Engineering College, Municipal Corporation, Electricity Board and environment deptt.etc. clients departments for deposit works.
13. On completion of the project furnishing a report to the Board stating therein the Guidelines for unfinished works, scope for extension, if any and instruction for the maintenance of the property.

(2) SCALE OF FEES & MODE OF PAYMENT:

Architectural and consultancy fees to the Architects/Firm/Co. selected for particulars projects will be paid at the rate as per 7.5 of **EOI – 2022** lowest rate quoted & agreed (Approved by Chhattisgarh Housing Board) for the work which full consultancy is provided by the Architect (This does not include cost of land other charges such as supervision/ contingency or charges incurred on works for which consultancy has not been provided by the Architect, not with standing the fact that such works/ services may be included in the schedule or services to be rendered by the Architect listed in the previous section)

1. MODE OF PAYMENT & TIME SHEDULE

For Building Designing & Layout planning work (as per clause 7.6 of EOI)

Stage I –Survey works & After Board's approval of stage 1 drawing & approval of drawings by statutory authorities [T&CP, Nagr nigam & other deptt.], stage 1 estimate and 3d view and broacher designing /leaflet/advertisement /presentation of project when required.etc with 3 options and AA & TS approved by the board.
20% of total fees as per 7.5 of **EOI – 2022** lowest rate quoted & Approved by Board.

Stage II- After submission of Stage-II detailed estimate and Stage II tender drawings sufficient (All external services details for layout part and all working drg. for building to call tender and Structural design with Structural drawings[approved from NIT/IIT as per direction of CGHB].
15% of total fees as per 7.5 of **EOI – 2022** lowest rate quoted & Approved by Board.

Stage III - After submission of all detailed working /detail drawings of layout and buildings for execution at site.
15% of total fees as per 7.5 of **EOI – 2022** lowest rate quoted & Approved by Board.

Stage IV - During the course of construction as per progress at site as below.
40% of total fees as per 7.5 of **EOI – 2022** lowest rate quoted & Approved by Board.

- A. On Completion of Construction up to plinth level.
5% of total fees of lowest quoted rate and accepted by Firms & Approved by Boards.
- B. On Completion of Construction up to lintel level.
10% of total fees of lowest quoted rate and accepted by Firms & Approved by Boards.
- C. On Completion of Casting of R.C.C. slab & plaster.
15% of total fees of lowest quoted rate and accepted by Firms & Approved by Boards.

- D. On Completion of Flooring, & Finishing(inside, outside painting) & Providing Door and Shutters and in layout work water supply, sewer line, drain, electric work completed and landscaping work over and architect shall see these work.

10% of total fees of lowest quoted rate and accepted by Firms & Approved by Boards.

Stage V - On completion of work and fulfilling of all responsibilities (including super vision time to time) to Board's satisfaction remaining of total fees, as per actual work done & as building completion drawing.

- For purpose of stage V " progress at site" shall mean expenditure incurred as a proportion of total estimated cost calculated in five installments.

- **Note**

1. If for some reasons, the work is abandoned in between or curtailed or the Architect's services terminated by the cghb commissioner, the fees will be calculated proportionately for the services rendered and adjusted accordingly.
2. Penalty shall be charge maximum 10% of total payable fees in case of delayed to provide any type of services or services not provided as per scope of work.
3. In case of performance is poor than that firm/company's empanelled category can be degraded or debarment/termination from the assigned work and termination from empanelment or forfeit of bid security amount submitted with giving notice by not less than 30 days by CGHB.
4. Payments of professional fees shall be made within one month of the completion of the relevant stage or submission of claim whichever is later.
5. This fee is inclusive of all taxes (including GST) and other expenses for providing the all services as per EOI which may have to be borne by the Architect and no separate payment shall be made on this account and income tax to be deducted as per law.
6. Architect/firm/co. has to Submit bid security amount prescribe in separate EOI competition for the concerned project as DD in the fevour of Housing Commissioner during agreement and if successful work not done than it will be forfeit, otherwise it will be refund in the final bill.

(3) BOARD'S RESPONSIBILITIES:

The following shall be responsibilities of the Board.

1. Providing information regarding the location and boundaries of site.
2. Furnishing Housing Board Schedule of rates and local materials, prevailing market rates and other documents pertaining to the site of Chhattisgarh.
3. Preparing and inviting tender awarding of works supervision the work under Construction and discharging all the liabilities of various contractor engaged in the work.

4. Taking note of the observation made by the Architect or his authorized representative on their inspections / Visits and ensuring the corrections of deficiencies in the works pointed out by them.
5. Information monthly progress to the Architect.
6. Supervising day-to-day construction activities at the site and coordinating amount the various contractors.

(4) SCHEDULE OF SERVICES NOT INCLUDED IN THE SCOPE OF AGREEMENT.

1. Amount payable fees for approval of drg. from any local bodies or authorities, structural drg. approval drg. from Govt. Engineering College//Tech University/ NIT/IIT, (as desire by board) T&CP, Nagar Nigam, Fire Fighting, Environmental clearance from Central/State and other department for getting approval of drawings etc. these fees will be paid by EE_CGHB to concern department. Expenditure on advertisement/broachers & model preparation will also be paid by the board as per process.
2. Preparation of tender documents evaluation of tender and selection of contractor.
3. Payments for soil investigation and laboratory tests and selection of contractors.
4. Day to day supervision on site.
5. Contractor's running bills and final bill their checking settlement of payment of various contractor extra item rate settlement.
6. Construction progress reports.
7. Printing and publishing of brochure for booking or publicity of the project **(but have to provide drawings, Building plans, layout plan of the project, 3d views & other details to prepare brochure are included in services).**

(5) GENERAL CONDITION OF CONTRACT:

1. For statutory permission, Board's use and execution of the work the Architect will submit twenty sets of drawings and will also submit two sets of drawings on completion of the project indicating all the charges made.
2. The drawing produced and issued by the Architect/firm/com. are the property of CG Housing Board and it can be used by the Board on other site also without payment of any fees and these drawings can't be used by the architect/firm/co. for other department or client.
3. The Architect and his team have no liability what so ever for any part of work for which the liability rates with the contractors or suppliers of the Board and liability towards land assessments right of way or any other legal claims or obligation put forth by the authorities of existing building, permanent or temporary.

4. The Architect and his team and their authorized representative shall visit the site and inspect the work as may be deemed necessary to ensure that the work is being executed in general accordance with the project.
5. Except for Structural emergencies the Architect and his team of specialists shall not make any material deviation alteration addition or omission from the work shown and described in the contract documents without first obtaining the written consent of the client.
6. The Architect, on the completion of the work, shall prepare free of charge drawings sufficient to show the main service lines and other essential services.
7. In the event of either of the parties committing breach of any one or more of the terms and conditions of the Agreement, the aggrieved party shall be entitled to give notice for rescinding this Agreement without prejudice to its right to claim damages or remedies under the law. On receipt of such notice in case the matter is not resolved amicably between the parties, the matter shall be referred to the Housing Commissioner.
8. The Board shall have the liberty to postpone or not to execute any work and the Architect shall be entitled to any compensation or damage for such omission or postponements or non execution of the work except the fees which are payable to the Architect up to the stage of services that are actually in progress.
9. If the Architect becomes incapacitated the Board may make full use of all or any drawings, estimate, documents prepared by him after proportional payment for the same as mentioned in the mode of payment.
10. Deduction can be made from the Architect's fees on account of penalty, liquidated damages or other reasons, in case he does not fulfill his main duties as mentioned in the details of services to be rendered by the Architect. He may be blacklisted or empanel grade may be degrade by the board in such case.
11. The Architect shall make necessary revision as may be required by the Board in the drawings and the other documents submitted by him. Once finally approved any substantial changes required by the Board shall be compensated as additional services rendered by the Architect and paid as mutually agreed upon.
12. The Architect and his team shall advise the Board regarding the work under execution during his visits to the site and reports his observations. The discretion for implementation of this advice shall be that of the Board.
13. The Board shall take note of all statutory provisions under the law and act as per its provision at the time of the payments made to the Architect.
14. All the rules or conditions and provisions given in the EOI – 2022 documents will be applicable to the architect/firm/co. and EOI – 2022 documents is the part of agreement.

(6) ARBITRATION:

1. The Board and the Architect each bind themselves their partners successors executors administrators and assignees to the other party in respect of all covenants to the agreement. Except as above, neither the Board nor the Architect shall assign, sublet or transfer their interest in this Agreement without their written consent of the other party and the Board and the Architect hereby agree to full performance of the covenants contained herein.
2. In case of any dispute arising out of this Agreement the matter shall be referred to a sole Arbitrator to be appointed by the Housing Commissioner, Chhattisgarh Housing Board, not below the rank of Add. Housing Commissioner and take decision shall be binding on both the parties. In witness of the parties have hereunder set their hand and seal and sign on the Day, Month and Year first written.

Consultant/Architect/Firm/Co sign
(Main Architect or Main Partner/Dir. shall sign)
Or Authorized person.(In stamp paper)

Executive Engineer,
Chhattisgarh Housing Board,
Division -----

In the presence of ;

1. -----

Name:

Designation:

2. -----

Name:

Designation:

Place-----

Date: -----