# CHHATTISGARH HOUSING BOARD
# CHHATTISGARH, INDIA



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

## EOI – JUNE 2025


**CHHATTISGARH HOUSING BOARD**

*Head Office, Paryavas Bhawan, Sector-19*

*North block, Nava Raipur Atal Nagar, Dist – Raipur, Chhattisgarh, India*

*Pincode: 492002, Email: cghbho@gmail.com*

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# DISCLAIMER

This empanelment notice has been issued by the Chhattisgarh Housing Board (CGHB) with the intent of inviting applications from qualified and experienced Architects, Architectural Firms, or Companies across India for inclusion in its official panel for various design, planning, and architectural consultancy services. However, it is to be clearly understood that this empanelment process is only a pre-qualification exercise and shall not, under any circumstances, be construed as a commitment, offer, or guarantee by CGHB to award or allot any specific project or assignment to the applicants. Being empanelled merely qualifies the applicant to be considered for works as and when they arise, subject to further technical and financial scrutiny.

The empanelment shall not bind CGHB in any manner to issue any work orders or assignments during the tenure of empanelment, nor shall it create any right or entitlement in Favor of the empanelled party. CGHB reserves full authority to issue separate EOI, RFP, notices, or calls for proposals for special project at any time as open RFP/ EOI from all India. The empanelment shall remain valid for the period specified by CGHB, which may be extended, modified, suspended, or terminated at the discretion of the Board without assigning any reason.

Applicants are advised that CGHB Commissioner reserves the right to amend the terms of empanelment, cancel or postpone the empanelment process, reject any or all applications at any time without any prior notice and take any decision it deems appropriate in the interest of fairness, transparency, and administrative efficiency. CGHB shall not be responsible for any cost, expense, or loss incurred by the applicant in the preparation or submission of the application, and no claim of any kind shall be entertained in this regard. All information and documents submitted by the applicants will be treated as confidential and used solely for the purposes of this empanelment.

The empanelment does not establish any employer-employee relationship, joint venture, agency, or partnership between CGHB and the empanelled consultant. The applicant bears full responsibility for the completeness, accuracy, and timely submission of the application and all supporting documents. Any false or misleading information shall render the applicant liable for rejection or blacklisting. Any dispute arising from this empanelment process shall be subject to the jurisdiction of courts located in Raipur, Chhattisgarh, and governed by the applicable laws of India.

Submission of the application for empanelment shall be deemed as acceptance of all the terms, conditions, and provisions of this disclaimer without reservation.

## छत्तीसगढ़ गृह निर्माण मण्डल, मुख्यालय पर्यावास भवन, सेक्टर – 19, नवा रायपुर अटल नगर, जिला–रायपुर. (छ.ग.)

**छत्तीगसढ़ गृह निर्माण मण्डल में योजनाओं के Architectural and Engineering Services हेतु अनुभवी राष्ट्रीय स्तर के वास्तुविद/फर्म/कंपनी को EOI 2025 Documents के अनुसार पंजीयन करने हेतू आवेदन आमंत्रित है।**

**ADVT./ARCH/HO/EOI-03/06/2025** **DATE OF PUBLICATION 04/06/2025**

मण्डल में प्रस्तावित योजनाओं के Architectural and Engineering Services के लिए मंडल में EOI-2025 Documents के अनुसार विभिन्न श्रेणी (A, B, C, D & E) में पंजीयन करने हेतु अनुभवी वास्तुविद/फर्म/कंपनी से Online/Hardcopy आवेदन आंमंत्रित किये जाते हैं। "A, B, C & D" श्रेणी हेतु राष्ट्रीय स्तर के वास्तुविद/फर्म/कंपनी से एवं "E" श्रेणी के लिए केवल छत्तीसगढ़ राज्य के वास्तुविद/फर्म/कंपनी से आवेदन आमंत्रित है। पंजीयन करने हेतु क्राईटेरिया, स्कोप ऑफ सर्विसेस, दर, व अन्य शर्तें आदि के विस्तृत अवलोकन हेतु EOI-2025 Documents को मण्डल की **वेबसाईटः– www.cghb.gov.in** में अपलोड किया गया है, से डाउनलोड किया जा सकता है। प्रोसेस फीस रू. 5000.00 की डीडी, जो आयुक्त, छ0ग0गृ0नि0म0, मुख्यालय, नवा रायपुर अटल नगर रायपुर के नाम से देय होगा, जमा करना अनिवार्य होगा। दिनांक 09/07/2025 तक प्राप्त आवेदनों का परीक्षण कर पात्र वास्तुविद/फर्म/कं0 की प्रथम सूची वेबसाईट में जारी की जायेगी तथा बाद में EOI-2025 Documents के Clause no. 7.4 (C) के अनुसार प्रत्येक 3 माह के भीतर प्राप्त आवेदनों का परीक्षण कर पात्र वास्तुविद/फर्म/कंपनियों की अतिरिक्त सूची जारी किया जायेगा। Online आवेदन हेतू Email:- architect_cghbho@yahoo.com में Submit करें, एवं Hardcopy आयुक्त कार्यालय, छ0ग0गृ0नि0म0, मुख्यालय नवा रायपुर अटल नगर रायपुर में By post, by courier, in person जमा किया जा सकता है। यदि कोरिजेन्डम आदि जारी होते है तो उसे वेबसाईट मे अपलोड किया जावेगा, समाचार पत्र मे प्रकाशित नही किया जावेगा।

इस विषय में किसी भी प्रकार की अन्य जानकारी मुख्यालय के वास्तुविद से मो. 094242–09010 पर प्राप्त किया जा सकता है।

- Pre-bid meeting dt. 12 /06/2025
- Pre-bid reply in website on dt. 17 /06/2025

**आयुक्त**

**CHHATTIAGARH HOSUING BOARD**
Dated: 04/06/2025

| | | |
|---|---|---|
| **EOI Download** | **:** | **FROM 04/06/2025**<br>**Website: www.cghb.gov.in** |
| **Date/Time/Venue of Pre-Bid Meet** | **:** | **Date: 12/06/2025** at **12.00 Noon, Venue: Chhattisgarh Housing Board, Paryawas Bhawan, North Block, Sector-19, Nava Raipur Atal Nagar, (C.G.)** |
| **Submission of queries Up to** | **:** | **UP TO 3:00 PM on Date: 13/06/2025**<br>Email: architect_cghbho@yahoo.com |
| **Date of Clarifications of Pre-Bid** | **:** | **UP TO 5:30 PM on Date: 17/06/2025** |
| **Due date for Online Submission of Application (Technical)** | **:** | **UP TO 5:30 PM on Date: 09/07/2025**<br>On Mail ID: architect_cghbho@yahoo.com |
| **Hardcopy Submission of Application** | **:** | **UP TO 5:30 PM on Date: 10/07/2025** |
| **Application Submission Address (For hard copy)** | **:** | **THE COMMISSIONER**<br>**CHHATTISGARH HOUSING BOARD**<br>***Head Office, Paryavas Bhawan, Sector-19***<br>***North block, Nava Raipur Atal Nagar, Dist – Raipur, Chhattisgarh, India***<br>***Pincode: 492002, Email: cghbho@gmail.com***<br>***Website: www.cghb.gov.in, Phone No. 0771-2512121*** |

# Notice for Empanelment of Architects/Firm/ Company

**(For Architecture and Engineering Services)**
**Chhattisgarh Housing Board (CGHB)**
*(An Undertaking of the Government of Chhattisgarh)*

## 1. Introduction

**Chhattisgarh Housing Board (CGHB)** invites applications in the **prescribed format**, available on the official website www.cghb.gov.in or from the office of the Commissioner at **CGHB Head Office, Paryavas Bhawan, North Block, Sector-19, Nava Raipur Atal Nagar, District Raipur (C.G.)**, on any working day.

Applications are invited from new **reputed and experienced Architects / Architectural Firms / Companies registered in India**, possessing the requisite qualifications and professional experience as detailed under Clause No. 14 of this document, for **empanelment under suitable categories** of projects in future.

Empanelment shall be carried out based on the **project experience, professional capabilities, and availability of qualified technical personnel** of the applicant with appropriate supporting documents and drawings. However, empanelment does not confer any right or guarantee for the award of projects or works by CGHB. The Housing Board reserves the right to engage other consultants/architects as deemed necessary through separate processes, regardless of the empanelment status. Empaneled firms shall be free to participate in any future bidding or consultancy offers issued by CGHB.

## 2. About Chhattisgarh

### General Overview

Chhattisgarh, established as a separate state of India on 1st November 2000, was formerly part of Madhya Pradesh. Its capital city is Raipur, which also functions as a rapidly growing urban centre. The state spans an area of 135,100 sq. km and is home to over 30.80 million residents, with approximately 27.26% of its population (as per Chhattisgarh Economy Survey 2024-25) residing in urban areas.

Comprising 33 districts, the major urban and industrial hubs include Raipur, Durg-Bhilai, Bilaspur, Korba, Bastar, Rajnandgaon, and Raigarh. Chhattisgarh is endowed with abundant natural resources, with forest cover over 40% of its total area. It is also rich in mineral resources such as Iron Ore, Coal, Bauxite, and Limestone, making it one of the most resource-rich states in India.




*Figure 1: Source: https://www.mapsofindia.com*

## 3. Chhattisgarh Housing Board (CGHB)

The Chhattisgarh Housing Board (CGHB) was formally constituted by the Government of Chhattisgarh through Notification No. 249/1876/32/2003 dated 12.02.2004, following its separation from the Madhya Pradesh Housing Board. As the state's largest housing provider, CGHB is committed to delivering affordable, modern, and environmentally sustainable housing. To date, it has constructed over 1 lakh housing units across the state, with a strong emphasis on social equity.

CGHB maintains a strong presence in both urban and semi-urban areas, including key cities like Raipur, Bilaspur, Durg, Rajnandgaon, Ambikapur and Jagdalpur. CGHB developments are thoughtfully planned, integrated with essential infrastructure and civic amenities.

The Board is dedicated to promoting integrated urban growth through efficient planning, modern construction practices, and provision of essential civic infrastructure. Its initiatives contribute significantly to improving the quality of life and strengthening urban and semi-urban environments across Chhattisgarh.

**Key Sectors of Work under CGHB:**

- **Atal Vihar Yojana Phase II**: Focused on providing affordable housing for mostly economically weaker sections (EWS), low-income groups (LIG), and other communities (medium and higher group).
- **General Housing**: Development of residential colonies and integrated townships for all income categories, equipped with essential amenities and community infrastructure.
- **Redevelopment Projects**: Upgradation and transformation of old or under-utilized public housing assets of CG Government/ Semi Government into modern, efficient, and liveable spaces in urban area of Tehsil/District.
- **Deposit Works**: Execution of civil and infrastructure works on behalf of CG Government/ Central Government departments, agencies, and institutions with assured quality and timely completion.

In addition to housing, CGHB's projects include the development of supporting infrastructure such as roads, drainage, water supply, green areas, and public spaces. Through its multi-sectoral approach, the Board continues to contribute to the creation of resilient, inclusive, and well-connected urban settlements across the state.

### 3.1 Vision for Sustainable Urban Growth & Housing Development

In alignment with national priorities on sustainable development, climate resilience, and inclusive urbanization, the Chhattisgarh Housing Board (CGHB) is committed to developing eco-friendly, integrated, and smart urban habitats across the state. As a forward-looking public agency, CGHB envisions a holistic approach to housing development that combines social equity, environmental stewardship, and technological innovation.

With a strong presence across the state, CGHB is set to expand its footprint through planned housing projects that cater to all income segments—particularly economically weaker sections (EWS) and low-income groups (LIG)—while maintaining high standards of design, safety, and sustainability.

CGHB also plays a critical role in urban regeneration and renewal, identifying underutilized or obsolete government land and properties for redevelopment. Such initiatives will not only improve land efficiency but also revitalize urban cores and foster economic opportunities.

Looking ahead, the Board envisions the creation of self-sustaining housing projects / townships across the state that seamlessly integrate residential, commercial, institutional, and recreational zones. These townships will be designed to be smart, walkable, resource-efficient, and connected, with green open spaces, non-motorized transport networks, rainwater harvesting, solar integration, solid waste management systems, and inclusive infrastructure for differently abled citizens.



*Figure 2:Source: https://www.mapsofindia.com*

### 3.2 AIMS AND OBJECTIVES OF CGHB

To assist all the citizens of Chhattisgarh and in particular the poor to secure themselves affordable dwellings.

(a) 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.

(b) To develop ecologically and environment friendly, sustainable human habitat(s).

(c) To provide high standards of modern physical infrastructure, such as efficient transport, communication, water-supply and power networks in its development

(d) To create rich social and cultural environment in its housing and other schemes.

(e) 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.

(f) To cause development based on the principles of energy and water conservation.

(g) To make the best use of available resource and boost economic development.

(h) 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.

## 4. CGHB's future strategy includes:

Development of Residential and commercial projects across the state.

(a) Focus to providing housing in the larger cities in Chhattisgarh, like Raipur, Bilaspur, Durg, Bhilai, Jagdalpur, Ambikapur, Korba, Raigarh, Rajnandgaon, Jashpur, etc. including new projects at all district headquarters.

- Under the State Redevelopment Policy, develop projects in developed areas of the major

cities.

- Leveraging Public-Private Partnerships (PPPs) for large special projects. (If required)
- Develop projects equipped with modern amenities, concepts, ideas and architecture.
- Focus will be on providing wholesome experience for the users.

Promoting affordable housing schemes models near industrial corridors.

- Introducing model housing clusters with general construction technology includes energy-efficient construction.
- Collaborating with national and international urban development agencies to bring global expertise into the state's housing ecosystem.

Adopting Indian Design Standards, universal accessibility and child friendly design guidelines for new projects.

CGHB aspires to be a catalyst for smart and sustainable urban transformation in Chhattisgarh—bridging the housing gap, improving quality of life, and building resilient communities for the future.

## 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.

a) **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 with firm apart from other qualifying criteria mentioned on this EOI Clause 14.

b) **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 Clause 14.

c) **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 Clause 14.

d) The Architect/Proprietary firm/Eng. firm/ Partnership firm/Pvt. Company/ LLP 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.

**e) Joint venture & consortium are not allowed.**

## 6. 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.

**Categories "A", "B", "C" & "D": Comprise Architects/Firms/Companies from all over India.**

**Categories "E": Architect/ Firm/ Co. of Chhattisgarh State.**

**Note:- The empanelment does not mean any guarantee to provide/allot works to any of the Architect/firm/company**

**6.2 Project cost range criteria for invitation of E.O.I. 2025 (for competition in future)**

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

1. Category "A": For building works of values/ project cost exceeding ₹ 75.00 Crores.
2. Category "B": For building works of values/ project cost more than ₹ 50.00 Crores to ₹ 75.00 Crores.
3. Category "C": For building works of values/ project cost more than ₹ 25.00 Crores up to ₹ 50.00 Crores.
4. Category "D": For building works of values/ project cost more than ₹ 5.00 Crores up to ₹ 25.00 Crores.
5. Category "E": For building works of values/ project cost up to ₹ 5.00 Crores.

**NOTE: - (For participation in E.O.I. for the various projects after empanelment in CGHB)**

**a) No work shall be awarded to architects without following the Expression of Interest (EOI) process, except for works under Category E, which may be awarded without issuing an EOI.**

**b) An Architect/firm/company empanelled in a higher category is eligible to participate in EOI for lower categories. However, an Architect/firm/company empanelled in a lower category is not eligible to participate in EOI for higher categories beyond their respective project cost limits.**

**c) Architect/firm/co. who is empanelled in 'A', 'B' & 'C' 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 50% of the execution of work of the project and have to submit the verified address of the office to the CGHB Department.**

## 7. EMPANELMENT OF ARCHITECT/FIRM/CO.

Empanelment Procedure

**7.1 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 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 based on eligibility criteria.

d) **Empanelment:** The eligible participants would be selected for the Empanelment based on their vision, competence and previous works, drawing, documents, project experience, etc. as per EOI 2025.

**7.2 PRE-BID MEETING:** A pre-bid meeting will be held as per the schedule on Date: DD/MM/YY, Time: hrs:min to clarify queries from prospective applicants. Attendance is optional, but applicants are encouraged to participate for better understanding of the empanelment process. Authorized person of the firm shall attend the meeting.

**7.3 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 each qualified architect/firm/co. for demand of DD as per their selection in different category of empanelment

For A category: - Rs. 1.00 lakh (One Lakh only)

For B category: - Rs. 0.50 lakh (Fifty Thousand only)

For C category: - Rs. 0.25 lakh (Twenty-five Thousand only)

For D category: - Rs. 0.15 lakh (Fifteen Thousand only)

The above security deposit amount is refundable after expiring of empanelment period. For refund application to be submitted by Architect/Company/Firm.

**7.4 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 1 months before expiry date of empanelment to the Commissioner, Chhattisgarh Housing Board. The renewal fees will be Rs 5000 [five thousand only] as D.D. in the favor of the commissioner CGHB.

a) Here, participation in at least one competition called for the project by CGHB would mean only submitting correct entry for the competition and not necessarily getting shortlisted among the top three (03) positions.

b) 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.

c) The additional empanelment of Architect/firm will be continued after the finalization of current empanelment. The new application received in every three months will be scrutinized and qualified Architect firm will be empaneled as per process.

**7.5 TERMINATION OF EMPANELMENT**

If the performance of a consultant is found to be unsatisfactory, or it has failed in safeguarding the interests of CGHB. CGHB has its sole discretion, terminate the engagement of the consultant for the project. The CGHB also reserves the right to terminate the contract, forfeit the security deposit amount, and suspend or downgrade the consultant's empanelment with CGHB by giving a written notice of not less than 30 (thirty) days by concerned Executive Engineer. The decision of the Commissioner in this regard shall be final and binding.

a) In the event that a complaint is received against any empaneled Architect, architectural firm, or company currently engaged in projects with the Chhattisgarh Housing Board (CGHB), whether from a Division / Circle / Zone office of the Housing Board or an external complainant, or any other governmental, public-sector undertaking (PSU), or non-governmental department, the CGHB shall conduct a thorough examination of the complaint. If the complaint is substantiated with appropriate documentary evidence, the CGHB reserves the right to take action, which may include debarment or termination of the assigned work, termination of empanelment, forfeiture of the security deposit, suspension, or degradation of the empanelment category. Such actions may be enforced for a minimum period of two years and a maximum of five years, as determined by the Commissioner of CGHB. A written notice of not less than 15 days shall be provided to the architect, firm, or company prior to the implementation of such decisions. In cases where the empanelment period of a consultant has expired and they are no longer engaged with the board, the CGHB may proceed with the aforementioned actions without prior notice.

**7.6 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 empaneled 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 bep 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, GST & Central/State/local bodies taxes etc. and all expenditure for tour travels & other services up to completion of work.

7.6.1 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 consultant's agreement will be cancelled 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 empaneled 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 pre-closed by CGHB.

c) In case of any work allotted to the empaneled 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 drawing detail/structure drawing, estimate etc. very late & project delayed) fees can be paid as per work done and pre-closed agreement by CGHB.

d) In case of any work allotted to the empaneled 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 special project, if required, CGHB reserves the right to issue a separate Request for Proposal (RFP) through an open bidding process, inviting architects from across India, including those not empaneled with CGHB. The invitation will be published in national and state newspapers and uploaded on the CGHB website. The Commissioner also reserves the right to take such a decision as deemed necessary.

**7.7 UPPER LIMIT OF FINANCIAL OFFER:**

**7.7.1 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).

**7.7.2 PREPARATION OF LAY OUT PLAN:**

[FOR SERVICES AS PER 10.0 - A, B, OF EOI -2025]

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).

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

[FOR SERVICES AS PER 10.0 D OF EOI -2025]

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

- If Building 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%
- If cost above Rs. 10 crs 1.25%

7.7.4 **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%
- Above Rs. 20.00 crs 0.10%

** Repetition fee will be paid for those unit only which are constructed at site.

**7.7.5 For Repetition of work in the other campus/site (Tender cost). (if drawing 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.

**(a)** For (any special building, if required by the board) interior design work/other specialized or large-scale project, separate financial offer (format) from architect/firm will be enclosed in EOI.

**7.8 MODE OF PAYMENT.**

| S. No. | Particulars | % of Contract value of Individual Stage |
|---|---|---|
| 1) | **Stage I**<br>For Building Works/ Layout Planning Work<br>Site Survey Work, **Stage II drawing** (after Board's Approval and after approval of drawings by statutory authorities), Stage II Estimate and 3D view and Brochure Designing/ Leaflet/ Advertisement/ presentation of project when required with 3 options and AA & TS approved by the Board.<br>a) Survey Works & Submission of Conceptual proposal. – 5%<br>b) Approval of the Proposal. – 5%<br>c) Submission of approval drawings and other documents as per the approved scope of work. – 5%.<br>d) Approval of drawings and other documents. – 5% | 20% |
| 2) | **Stage II**<br>After submission of Stage II detailed estimate and stage II tender drawings (includes all external services details for layout part and all working drawings and structural drawings for building) to call tender which is approved from NIT/IIT as per direction of CGHB.<br>a) Submission of all drawings and deliverables. – 7.5%<br>b) Approval of the deliverables. – 7.5% | 15% |
| | **The consultant will be entitled for payment of Stage I & II, only after tender is published for construction of Buildings and Development works.**<br><br>****** If, for any reason, the work is abandoned up to stage II, curtailed, or the services of the Architect/firm/company are terminated by the Executive Engineer with the approval of the CGHB Commissioner, the payable fees shall be limited to 50% of the total fee up to Stage II, or as otherwise directed by the CGHB Commissioner, based on the extent of work completed.*** | |
| 3) | **Stage III**<br>After submission of all detailed working drawings/ detailed drawings of buildings and layout plan for execution at site.<br>a) Submission of all final working drawings (GFC) and layout plan – 5%<br>b) Approval of the deliverables. – 5% | 10% |
| 4) | **Stage IV**<br>During the course of construction as per progress at site as below:<br>**I. For Buildings Single/ Double Storey**<br>a) On completion of construction up to plinth level. – 5 % | |

<table>
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<td>b) On completion of construction up to lintel level.<br><br>
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<tr><th>For Single Storey building</th><th>For Double Storey building</th></tr>
<tr><td>a) On completion of construction up to lintel level. – 10%</td><td>a) On completion of construction up to lintel level of ground floor. – 5%<br>b) On completion of construction up to lintel level of First floor. – 5%</td></tr>
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<br>
c) On completion of casting of R.C.C. slab and Plaster work. – 10%<br>
d) Upon completion of flooring and all finishing works (including internal and external painting), installation of doors and shutters, layout of water supply, sewer lines, drainage, electrical systems, and completion of all campus-related and landscaping works. – 10%<br>
II. For Apartments/ Flat block Building under execution.<br>
a) On 25% financially work completed. – 05%<br>
b) On 50% financially work completed. – 10%<br>
c) On 75% financially work completed. - 10%<br>
d) On 100% financially work completed – 10%</td>
<td>35%</td>
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<td>5)</td>
<td>Stage V<br>Upon completion of all works and fulfilment of all responsibilities, including periodic supervision to the satisfaction of the Board, the remaining balance of the total fees shall be released based on the actual work completed and submission of building completion drawings.</td>
<td>20%</td>
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a) For purpose of stage “V” progress at site shall mean expenditure incurred as a proportion of total estimated cost calculated in five installments.

b) The final drawings must comply with the requirements of RERA, Nagar Nigam, and other relevant statutory authorities. Any modifications required by these authorities shall be incorporated by the consultant without any additional cost.

**Note for clause 7.8**

1. If for some reasons, the work is abandoned or in between or curtailed after the execution of work (during Stage IV), 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 charged up to 10% of the fees in case of delayed providing 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 blacklisted 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 are not included

a) Fees for approval of structural drawing of the project from any NIT/IIT/GEC 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 approval from Chhattisgarh Fire and Emergency services for NOC.

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 approvals. For follow up expenditure will not be separately paid. For structure drawing of the project (for all building & layout) must prepared by Architect/firm/co. by own expenditure. No separate payment will be provided by the board on this account.

## 8. SIGNING OF AGREEMENT

**8.1** 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.

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 amendment any condition in EOI or in Agreement at any time without any notice.

## 9. 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, Playgrounds, 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 other buildings as desired by CGHB.

## 10. DETAILED SCOPE OF WORKS:

**A. SURVEY: (GENERALY 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)

a) Site survey including adjacent area (Site Plan), If required said by CGHB with total station survey or any latest technology.

b) Contour Survey at intervals as specified by the in-charge Executive Engineer (by Total Station Survey minimum).

c) Location of all existing structures like, cannel ,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.

d) Show khasara plan with no. in survey plan. (Separately), khasara superimposed drawing also.

e) Any other features as directed by engineer in charge.

f) Geological Survey for water recharging.

g) Show availability of electricity and water.

h) Surrounding buildings or campus or other

i) Superimpose of khasra plan on survey plan (Separately)

j) Show coordinates of all corners of sites/boundary

k) Soil test: - Type of soil, strata and its bearing capacity. Approved from Govt. Body.

l) Resistivity survey to find out underground water table.

m) Rera certificate up-dation.

**SUBMISSION**

1. Soil test and resistivity survey report approved from Govt. body Testing unit or as directed by the board. (Before structural drawing 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/ Engineer

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, Playgrounds 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 building committee, firefighting etc. Water recharging pits, STP, Community Hall/Club, swimming pool, play area, children play area, crèche etc.

**SUBMISSION**

a) At least three alternative concept plans shall be submitted, each in triplicate. Necessary changes if required, shall be made by the consultant and submitted.

b) 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.

c) 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)

**10.1 Designing of external Water Supply System shall include.**

a) Capacity of overhead 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 firefighting 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

**10.2 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

household.

c) Design and detail working drawings of STP/Septic tank detail as required.

d) Detail of discharge point.

e) Quantity and detail estimate

**10.3 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 designed to bear load of minimum 18 ton (weight of fire fighting vehicle)

d) Quantity and detail estimate

**10.4 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.

**10.5 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.

**10.6 Design of community hall/Clubs, Library, Training center, 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: -

a) Water supply detail layout and other details.

b) Sewerage design detail layout

c) Water harvesting system/rainwater harvesting planning layout.

d) Drainage layout and design

e) Detail of STP/ septic tank as required by EE.

f) Landscaping detail plan with children play area/with equipment.

g) Electrical detail layout.

h) Main colony entrance gate design detail with security post and compound wall details.

i) Road design detail of RCC/Bitumen as desire by the board

j) All other drawings detail required for const /by EE/Board

k) 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 BUILDING.**

a) 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 department and approval from others departments required.

b) Model of each house unit, or Apartment or other building & 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).

c) Detailed architectural drawings and structural designs of all RCC works foundation, superstructure, beams, columns, lintels, chhajjas, slab etc.

d) **Preparation of working [stage2]/detailed drawings for as below:**
[Drawings shall be in proper scale such as 1;20, /1;25/1;50/1;100 as required]

i. All floors' plans [Basement floor To Terrace fl. As per design]
ii. All sides elevations
iii. Sections 3 minimum
iv. Detail of staircase, kitchen, toilets, porch, balcony etc. and others details as required on type of buildings.
v. Detailed drawings of Doors and windows, ventilators, rolling shutters, gates, MS grills, compound wall railings etc.
vi. Flooring design details
vii. Interior design details if required
viii. Design of internal, external color schemes, & Color scheme on Grills and Railings
ix. Design of internal Water Supply, (Length and size of pipes etc.)
x. Design of internal Electrification
xi. Design of Sanitary and plumbing system (Length and size of pipes etc.),
xii. Design of Electronic Communication System if required
xiii. Rainwater Harvesting Planning
xiv. Detailed drawings 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
xv. Internal and peripheral Landscape plan.
xvi. Lightning conductors' system for buildings

xvii. 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**

a) All Drawings as mentioned above in 10 hard copies with signed by **consultant/architect of the firm** and one soft copy.

b) Stage 1, 2 estimate and brief, detail specification of works in five hard copies and one soft copy.

c) The consultant shall submit 3 D views [with option] of buildings compulsory, 3 D views [with option] of layout, walkthrough if required and brochure designing /leaflet/advertisements required.

d) Model of each house unit, or Apartment or other building & 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.)

e) The consultant will show and incorporate appropriate furniture in all [2D/3D] plans and designs for brochure preparation

f) All RCC Works design of development of layout and all buildings drawing shall be signed by structural designer and shall got approved from NIT or IIT or as required by the Board.

g) After board approval layout Plan Shall got approved from T&CP Department and others govt. department as required.

h) After board approval building plan Shall got approved from Nagar Nigam/ Nagar Palika or as required.

i) All layout design and building design shall be energy efficient, disable friendly, senior citizen friendly

j) 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. 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.**

## 11. INFORMATION AND INSTRUCTIONS TO APPLICANTS

**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 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.

a) 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.

a) The application shall be signed so as to be legally binding on all Director.
b) 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.
c) The lead director shall be authorized to incur liabilities and receive instructions for and on behalf of any and all director of the company.
d) 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 from India.

**14.2** To be eligible for Empanelment, the applicants shall provide evidence satisfactory to the Commissioner, Chhattisgarh Housing Board 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 corporation or firm or partnership or in case of joint venture of each party constituting the joint venture/ Consortium in schedule 'A'.

c) Reports on the financial standing of the applicant (or of each party to a joint venture) in Schedule 'B'.

d) Information about planning professionals and allied technical staff in Schedule 'C'.

e) Details of experience and past performance of the applicant (or of each party of joint venture/ Consortium) 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.

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 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 and structural 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.

**14.4 IN ADDITION TO ABOVE, FOLLOWING CATEGORY WISE QUALIFYING CRITERIA ARE FIXED**

**14.4.1 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 7 years old.

B. The applicant's core team of experts shall have experience of at least 7 years in the respective field.

C. The applicant must have experience on Physical Infrastructure designing, Building

Planning and Design, structural design, financial and economic analysis, Environmental planning etc.

D. The applicant must have planned, designed and executed at site (Completed Project).

i. At least one project of building/housing with development works of more than ₹ 60 Crores in the last ten years. OR

ii. Two projects of building/housing with development works of each costing more than ₹ 45 Crores in the last ten years. OR

iii. Three projects of building/housing with development works of each costing more than ₹ 30 Crores in the last ten years.

E. 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.

**14.4.2 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 5 years old.

B. The applicant's core team of experts shall have experience of at least 5 years in the respective field.

C. The applicant must have experience on Physical Infrastructure designing, Building Planning and Design, structural design, financial and economic analysis, Environmental planning etc.

D. The applicant must have planned, designed and executed at site (Completed Project).

i. At least one project of building/housing with development works of **more than ₹ 40 Crores** in the last Seven years. OR

ii. Two projects of building/housing with development works of each costing more than ₹ 30 Crores in the last seven years. OR

iii. Three projects of building/housing with development works of each costing more than ₹ 20 Crores in the last seven years.

E. 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.

**14.4.3 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 applicant's core team of experts shall have experience of at least 5 years in the respective field.

C. The applicant must have experience on Physical Infrastructure designing, Building Planning and Design, structural design, financial and economic analysis, Environmental planning etc.

D. The applicant must have planned, designed and executed at site (Completed Project).

i. At least one project of building/housing with development works of more than ₹ 20 Crores in the last five years. OR

ii. Two projects of building/housing with development works of each costing more than ₹ 15 Crore in the last five years. OR

iii. Three projects of building/housing with development works of each costing more than ₹ 10 Crores in last five years.

E. 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.

**14.4.4 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 applicant's core team of experts shall have experience of at least 3 years in the respective field.

C. The applicant must have experience on Physical Infrastructure designing, Building Planning and Design, structural design, financial and economic analysis, Environmental planning etc.

D. The applicant must have planned, designed and executed at site (Completed Project).

i. At least one project of building/housing with development works of more than ₹ 4 Crore in the last five years. OR

ii. Two projects of building/housing with development works of each costing more than ₹ 3 Crore in the last five years. OR

iii. Three projects of building/housing with development works of each costing more than ₹ 2 Crores in last five years.

E. 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.

**14.4.5 Category 'E': To qualify in Category 'E', the applicant must have achieved as a minimum the following performance.**

A. Their head must be Architect (min. B. Arch). The Architect must be member of COA with up-to-date renewal.

**14.5 Even if an applicant firm satisfies the above requirements, it will be subject to disqualification if it has:**

a) Made false representation in the form, statement and attachments required in the Registration documents.

b) Record of poor performance such as abandoning work, not properly completing contract, financial failures or delayed completion.

c) If it has been convicted by any court of law.

**Note: The aforementioned qualifying criteria are indicative in nature. The CGHB reserves the right to prescribe additional technical, financial, or project-specific eligibility conditions as deemed necessary for the scope and requirements of the project for special projects.**

# 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)

Here is your data in a well-organized table format:

| No. | Field of Specialization | Name of Post Held in Firm/ Office | No. of Persons | PhD | Postgraduate | Graduate | Other Qualification | Year with Firm |
|---|---|---|---|---|---|---|---|---|
| 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/HVAC 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/drawings 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: - / / 2025

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, contractural 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----------, 2025.

# FORMAT OF FINANCIAL OFFER FOR ALL PROJECT

Financial Bid

Date ----------

Name of the project ----------

Ref.- EOI Advertisement Dated--------- on newspaper -------- /CGHB website

| **Rate as per clause 7.5 of EOI-2025** | **Fees Quoted by Arch/Firm/Co.** |
|---|---|
| Overall total fees of the project as per rate of EOI 2025 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 2025 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 submit 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.

*** It should be noted that this format is not to fill for the empanelment process (not to submit financial bid. It is to be used for future competition to be called by CGHB between empaneled Architects.)*

# CHHATTISGARH HOUSING BOARD, HEAD OFFICE, NAVA RAIPUR ATAL NAGAR, DIST-RAIPUR
# AS PER EOI-2025

## AGREEMENT FOR ARCHITECTURAL AND ENGINEERING SERVICES CONSULTANCY

**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;

**(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 – 2025 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 building & 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 department, 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 – 2025** 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, notwithstanding 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).

**(3) MODE OF PAYMENT & TIME SHEDULE**

| S. No. | Particulars | % of Contract value of Individual Stage |
|---|---|---|
| 1) | **Stage I**<br>For Building Works/ Layout Planning Work<br>Site Survey Work, **Stage II drawing** (after Board's Approval and after approval of drawings by statutory authorities), Stage II Estimate and 3D view and Brochure Designing/ Leaflet/ Advertisement/ presentation of project when required with 3 options and AA & TS approved by the Board.<br>a) Survey Works & Submission of Conceptual proposal. – 5%<br>b) Approval of the Proposal. – 5%<br>c) Submission of approval drawings and other documents as per the approved scope of work. – 5%.<br>d) Approval of drawings and other documents. – 5% | 20% |
| 2) | **Stage II**<br>After submission of Stage II detailed estimate and stage II tender drawings (includes all external services details for layout part and all working drawings and structural drawings for building) to call tender which is approved from NIT/IIT as per direction of CGHB.<br>c) Submission of all drawings and deliverables. – 7.5%<br>d) Approval of the deliverables. – 7.5% | 15% |
| | **The consultant will be entitled for payment of Stage I & II, only after tender is published for construction of Buildings and Development works.**<br><br>****** If, for any reason, the work is abandoned up to stage II, curtailed, or the services of the Architect/firm/company are terminated by the Executive Engineer with the approval of the CGHB Commissioner, the payable fees shall be limited to 50% of the total fee up to Stage II, or as otherwise directed by the CGHB Commissioner, based on the extent of work completed.*** | |
| 3) | **Stage III**<br>After submission of all detailed working drawings/ detailed drawings of buildings and layout plan for execution at site.<br>a) Submission of all final working drawings (GFC) and layout plan – 5%<br>b) Approval of the deliverables. – 5% | 10% |

<table>
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<td>4)</td>
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Stage IV<br>
During the course of construction as per progress at site as below:<br>
A. For Buildings Single/ Double Storey<br>
a) On completion of construction up to plinth level. – 5 %<br>
b) On completion of construction up to lintel level.
<table>
<tr><th>For Single Storey building</th><th>For Double Storey building</th></tr>
<tr><td>a) On completion of construction up to lintel level. – 10%</td><td>1. On completion of construction up to lintel level of ground floor. – 5%<br>2. On completion of construction up to lintel level of First floor. – 5%</td></tr>
</table>
c) On completion of casting of R.C.C. slab and Plaster work. – 10%<br>
d) Upon completion of flooring and all finishing works (including internal and external painting), installation of doors and shutters, layout of water supply, sewer lines, drainage, electrical systems, and completion of all campus-related and landscaping works. – 10%<br>
B. For Apartments/ Flat block Building under execution.<br>
a) On 25% financially work completed. – 05%<br>
b) On 50% financially work completed. – 10%<br>
c) On 75% financially work completed. - 10%<br>
d) On 100% financially work completed – 10%
</td>
<td>35%</td>
</tr>
<tr>
<td>5)</td>
<td>Stage V<br>Upon completion of all works and fulfilment of all responsibilities, including periodic supervision to the satisfaction of the Board, the remaining balance of the total fees shall be released based on the actual work completed and submission of building completion drawings.</td>
<td>20%</td>
</tr>
</table>

- For purpose of stage V '' progress at site'' shall mean expenditure incurred as a proportion of total estimated cost calculated in five installments.
- The final drawings must comply with the requirements of RERA, Nagar Nigam, and other relevant statutory authorities. Any modifications required by these authorities shall be incorporated by the consultant without any additional cost.

**(4) General Terms**

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% (1% per week) of the fees in case of delay in 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 blacklisted also.

3. In case the performance is unsatisfactory in the opinion of the CGHB, then the firm/company's empanelment category may be degraded, or the work order may be terminated including forfeiture of the bid security amount.
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 all services as per EOI which may have to be borne by the Architect and no separate payment shall be made on this account. Payment shall be subject to statutory deductions.
6. Architect/firm/co. has to Submit bid security amount prescribe in separate EOI competition for the concerned project as FDR in the favor of Executive Engineer, Chhattisgarh Housing Board during the subsistence of the agreement. In case of unsuccessful work, the deposit shall be forfeited.

**(5) BOARD'S RESPONSIBILITIES:**

The following shall be responsibilities of the Board.

a) Providing information regarding the location and boundaries of site.
b) Furnishing Housing Board Schedule of rates and local materials, prevailing market rates and other documents pertaining to the site of Chhattisgarh.
c) Preparing and inviting tender awarding of works supervision the work under Construction and discharging all the liabilities of various contractor engaged in the work.
d) 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.
e) Information monthly progress to the Architect.
f) Supervising day-to-day construction activities at the site and coordinating amount the various contractors.

**(6) GENERAL CONDITION OF CONTRACT:**

a) 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.
b) 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.
c) The Architect and his team have no liability whatsoever 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.

d) 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.

e) 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.

f) 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.

g) 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 Commissioner.

h) 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.

i) 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.

j) 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.

k) 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.

l) 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.

m) 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.

n) All the rules or conditions and provisions given in the EOI – 2025 documents will be applicable to the architect/firm/co. and EOI – 2025 documents are the part of agreement. In event of any conflict or inconsistency between the provisions of this Agreement and the terms, rules, conditions, or provisions outlined in the EOI-2025 documents, the terms of this

agreement shall prevail.

o) The Architect/Firm shall be required to conduct survey of Project site by drone or by using latest technology and provide Geo-referenced (Latitude and Longitude) of the vertices of the Project Site using AutoCAD or GIS. Further, the Architect/Firm shall be required to superimpose khasra map on Survey Plan initially for planning and for record up-dation on Board's website.

p) In reference to point 4 and 12 of the General conditions of Contract of the Agreement, the Architect/Firm shall be required to furnish reports of periodical site visit as mentioned in the EOI in hardcopy/Soft Copy to Board for each level of Stage IV and Completion report after Stage V in hardcopy/Soft Copy. The payment for respective stage/level/milestone shall be made only after submission of the aforesaid reports. In addition, the Architect/Firm shall be required to submit progress report for each visit to the project site to executive engineer & Head Office & Concluding report at time of completion of the project.

q) Arch/firm must provide RERA certification for the project during construction time to time as required by the Executive Engineer.

**(7) SCHEDULE OF SERVICES NOT INCLUDED IN THE SCOPE OF AGREEMENT/ EXCLUSIONS.**

(a) Amount payable fees for approval of drg. from any local bodies or authorities, structural drawings approval drawings from Govt. Engineering College//Tech University/ NIT/IIT, (as desired by board) T&CP, Nagar Nigam, Fire Fighting, Environmental clearance from Central/State and other departments for getting approval of drawings etc. these fees will be paid by EE CGHB to the concerned department. Expenditure on advertisement/brochures & model preparation will also be paid by the board as per process.

(b) Preparation of tender documents evaluation of tender and selection of contractor.

(c) Payments for soil investigation and laboratory tests and selection of contractors.

(d) Day to day supervision on site.

(e) Contractor's running bills and final bills their checking settlement of payment of various contractor extra item rate settlement. (f) Construction progress reports.

**(8) DISPUTE RESOLUTION AND ARBITRATION:**

In the unlikely event of any dispute relating to any point contained in this Agreement, the same shall be resolved in the following manner:

(a) The Executive Engineer (EE) shall issue a one-month notice to the Architect. If the issue remains unresolved within this period and the Architect fails to comply or respond appropriately, the matter shall be referred by the EE to DHC and Additional Housing

Commissioner (AHC) to the Commissioner, CGHB, for review and decision. Such referral must be made within 15 days from the date of the termination order under this Agreement or within 15 days from the occurrence of any other dispute.

(b) If the dispute remains unresolved even after the decision of the Commissioner, CGHB as mentioned above, it shall be referred to the Board within 15 days of receiving the Commissioner's decision. Arbitration shall be held in Raipur and conducted in accordance with the provision of Arbitration and Conciliation Act, 1996 within the jurisdiction of Chhattisgarh High Court.

(c) The Courts and forums of Raipur only shall have exclusive jurisdiction for any dispute arising out of the abovementioned proceedings.

(d) 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.

**(9) Warranties:**

(a) Each Party represents and warrants to the other Party that:

(1) it is a duly organized, validly existing, and in good standing as an entity under the laws of the jurisdiction of its incorporation or other organization.

(2) it has the full right, power, and authority to enter, and to perform its obligations under this Agreement; and

(3) the execution of this Agreement by its representative whose signature is set forth at the end of this Agreement has been duly authorized by all necessary corporate or organizational action of such Party.

(b) Architect/ Firm/ Company represents and warrants to the Board that:

(1) it will perform its obligations in accordance with this Agreement, any applicable documentation.

(2) it will perform its obligations in a timely, skillful, professional, and workmanlike manner in accordance with best industry standards using personnel with the requisite skill, experience, and qualifications, and will devote adequate resources to meet its obligations under this Agreement; and

(3) it will comply with all applicable laws in the performance of its obligations under this Agreement.

**(10) Indemnification:**

The Architect/ Firm/ Company hereby agrees to indemnify, defend, and hold harmless Board, its officers, employees, agents, and representatives from and against all losses, claims, damages, liabilities, costs, and expenses (including, but not limited to, legal fees and costs) arising out of, resulting from, or related to:

(a) Any breach or alleged breach of any term, condition, covenant, representation, or warranty set forth in this Agreement.

(b) Any act, omission, misrepresentation, negligence, willful misconduct, or fraud of the applicant or its employees, agents, subcontractors, or representatives in connection with the performance of any obligations under this Agreement.

(c) Any claims, demands, suits, or proceedings brought against Board by any third-party alleging infringement or violation of any intellectual property rights, including but not limited to designs, copyrights, patents, trademarks, or trade secrets, by the applicant or its employees, agents, or representatives.

(d) Any personal injury, death, or damage to property caused by or arising out of any act, omission, negligence, or willful misconduct of the applicant, its employees, agents, subcontractors, or representatives in connection with the performance of the works or services under this Agreement.

**(11) Insurance:**

The Architect/ Firm/ Company shall maintain at its own cost and expense, sufficient insurance coverage, including general liability, professional liability, and workers' compensation insurance, to cover its obligations under this clause and shall provide proof of such insurance to the Board upon request.

**(12) Jurisdiction and Venue:**

This Agreement shall be governed by and construed in accordance with the laws of India. All disputes, controversies, or claims, including the validity, interpretation, breach, or termination thereof, shall be subject to the exclusive jurisdiction of the courts located in Raipur, Chhattisgarh, India. The parties irrevocably submit to the exclusive jurisdiction of such courts for the resolution of any such disputes.

**(13) Force Majeure:**

**Definition:**

Force Majeure shall mean any event or circumstance, or combination of events or circumstances, that is beyond the reasonable control of the party affected by such event or circumstance, and that materially and adversely affects the performance of obligations under this Agreement.

Such events or circumstances may include, but are not limited to, acts of God, war, terrorism, pandemics, epidemics, natural disasters (such as earthquakes, floods, hurricanes, or fires),

government actions (including changes in law or regulations), or any other event that the parties could not reasonably have anticipated at the time of entering into this Agreement.

**(14) Obligation to Mitigate:**

The Architect/ Firm/ Company shall promptly notify the Board in writing within 30 days of the occurrence of a Force Majeure event, providing details of the nature of the Force Majeure, its anticipated duration, and the plans to mitigate its impact. The Architect/ Firm/ Company shall use all reasonable endeavors to mitigate the effects of the Force Majeure event on the performance of its obligations under this Agreement.

**(15) Consequences:**

(a) If a Force Majeure event occurs and the Architect/ Firm/ Company has complied with its obligations under this clause, the Architect Firm obligations under this Agreement shall be suspended to the extent that they are affected by the Force Majeure event, for as long as the Force Majeure event continues.

(b) The Board shall not be liable for any costs or damages arising directly or indirectly from the occurrence of a Force Majeure event.

(c) If the Force Majeure event continues for a period exceeding 60 days, the Board may, at its sole discretion, terminate this Agreement without liability, except for payments due for work already completed and accepted.

**(16) Right to Terminate:**

If the Architect/Firm/Co. is unable to perform its obligations under this Agreement due to a Force Majeure event for a continuous period of 60 days, the Board reserves the right to terminate the Agreement by providing written notice to the Architect/ Firm/ Company, without any further liability except for payments for the work already completed and accepted by the Board.

**(17) Exclusions:**

1.1. The Architect/ Firm/ Company acknowledges that the following events shall not be considered Force Majeure events:

(a) Financial distress or inability to obtain financing.

(b) Shortage of labor, materials, or utilities, strikes, internal disputes of any nature unless caused by events constituting Force Majeure.

(c) Delays or disruptions caused by the Architect/ Firm/ Company negligence, fraud or failure to comply with applicable laws or regulations.

1.2. Resumption: Upon the cessation of the Force Majeure event, the Architect/ Firm/ Company shall promptly resume its obligations under this Agreement and shall continue to perform its obligations with due diligence and within the agreed-upon timeframes, subject to any extension of time agreed upon in writing by the Board.

**(18) Termination:**

**A. Termination for Convenience**

(1) The Board may terminate this Agreement, in whole or in part, at any time for its convenience by providing 30 days written notice to the Architect/ Firm/ Company by concerned Executive Engineer. Upon such termination, the Architect/ Firm/ Company shall immediately cease all work, and the Board may pay the Architect/ Firm/ Company for all work performed as per stage wise up to the date of termination. The Architect/ Firm/ Company shall not be entitled to any further compensation, including loss of anticipated profits or any other damages, in connection with such termination. If the work is delayed from the Architect/ Firm/ Co. the fees may be curtailed accordingly.

(2) Refund: In the event of termination by Board under Section 13.1 above, the Architect/ Firm/ Company shall refund to Board any prepaid and unused or unearned fees, prorated for the remaining period of the applicable term after the effective date of such termination.

**B. Termination for Cause**

(1) The Board may terminate this Agreement immediately, in whole or in part, any time before the completion of empanelment period or any given assignment, if the Architect/ Firm/ Company:

(a) Fails to perform any of its obligations under this Agreement and such failure continues for a period of 30 days after receiving written notice from the Board (concerned Executive Engineer) specifying the nature of the breach and requiring its remedy.

(b) Becomes insolvent, files for bankruptcy, or is subject to any proceeding relating to its liquidation, insolvency, or the appointment of a receiver or similar officer for its business or assets.

(c) Engages in fraud, misrepresentation, or any illegal activity in connection with the performance of this Agreement or otherwise; or

Provided, however, that before termination of the empanelment or any work order or assignment, under any of the above conditions in clause (a) to (c), the CGHB shall comply with the processes of natural justice as per due process. Upon observing any of the events listed in above mentioned sub clauses, the CGHB shall issue a show cause notice to the Architect/ Firm/ Company, which they said notice shall respond within 7 days of receipt of the notice. A failure to respond to the show cause notice within the stipulated time shall be considered as a completion of this phase of the process and shall enable the CGHB to take next steps and proceed with termination.

(d) Fails to maintain the required licenses, permits, or insurance; or fails to perform or breaches the terms of this Agreement.

(e) Assigns, transfers, sublets, or subcontracts any portion of the work or obligations under this Agreement to any third party without the prior written consent of the Board.

(f) Enters any partnership, joint venture, or any other form of collaboration with, or engage in any business relationship with, any blacklisted or banned entity during the term of this Agreement.

(2) Refund:

In the event of termination by the Board under Section 14 above, the Architect/ Firm/ Company shall be liable for the forfeiture of the security deposit amount. The Board may also impose other penalties as deemed appropriate, which may include costs or damages incurred because of the termination.

**(19) Survival:**

The provisions of this Agreement that by their nature should survive termination, including but not limited to indemnification, limitation of liability and dispute resolution provisions, shall remain in effect after termination of this Agreement.

*(signature page follows)*

Consultant/Architect/Firm/Company

Executive Engineer, Chhattisgarh Housing Board, Division___

In the presence of;
Witnesses:

1. ----------

Name: Designation:

2. ----------

Name: Designation:
Place Date: ----------
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