

OFFICE OF THE EXECUTIVE ENGINEER
UNIVERSITY OF KASHMIR

NIT No. F(UCD)(Exp. Int. 2022)KU/42/22

Date: 29-09-2022

Expression of Interest

For and on behalf of the University of Kashmir invites online bids through E-Tender for EOI for engagement of consultant/ architect for **ARCHTECTURAL CUM STRUCTURAL CONSULTANCY SERVICES FOR VARIOUS CONSTRUCTION PROJECTS AT MAIN CAMPUS AND OTHER SATELLITE CAMPUSES OF UNIVERSITY OF KASHMIR, HAZRATBAL, SRINAGAR.**

Offers are invited from Architect / Engineering Consultancy firms for engagement of consultant in rendering **ARCHTECTURAL CUM STRUCTURAL CONSULTANCY SERVICES FOR VARIOUS CONSTRUCTION PROJECTS AT MAIN CAMPUS AND OTHER SATELLITE CAMPUSES OF UNIVERSITY OF KASHMIR, HAZRATBAL, SRINAGAR.**

The name of the work and associated services are given below:

Name Of Work	ARCHTECTURAL CUM STRUCTURAL CONSULTANCY SERVICES FOR VARIOUS CONSTRUCTION PROJECTS AT MAIN CAMPUS AND OTHER SATELLITE CAMPUSES OF UNIVERSITY OF KASHMIR, HAZRATBAL, SRINAGAR.
Estimated Cost of Architectural and Structural Engineering Consultancy	As per New projects/Works assigned
Earnest Money Deposit(EMD)	Rs. 100000/- in the shape of CDR/ FDR/ B.G Pledged to Executive Engineer University of Kashmir
Tender Fee	Rs.10000.00 (Rupees Ten Thousand Only) in the shape of e-challan which can be downloaded from http://egov.uok.edu.in/echallan
Completion Period	As per clause 8.0 of additional conditions of the SBD/ACC
Rendering of service	The services of any empanelled Architect can also be utilized other than the selected, on the same terms and conditions on rates quoted by L-1, as and when required and deemed to be feasible by the authorities

(The date of cost of tender document fee acknowledgement receipt should be between the date of start of bid and bid submission end date and NIT No. /Unit should be mentioned on the receipt itself)

Time schedule of Tender activities:

Date of issue of NIT	29-09-2022
Date of Publishing of NIT online	29-09-2022
Date of Downloading and submission of tender documents:	29-09-2022
Last Date & Time of submission of Tenders online	13-10-2022 up to 6:00 P.M
Date & Time of online opening of tenders (Technical Bids) in the office of Registrar University of Kashmir	14-10-2022 11:00 A.M

**Executive Engineer
University of Kashmir**

EXPRESSION OF INTEREST CUM REQUEST PROPOSAL FOR ARCHTECTURAL CUM STRUCTURAL CONSULTANTCY SERVICES FOR VARIOUS CONSTRUCTION PROJECTS AT MAIN CAMPUS AND OTHER SATELLITE CAMPUSES OF UNIVERSITY OF KASHMIR, HAZRATBAL, SRINAGAR.

Documents containing the scope of work, Technical Criteria and other terms & conditions can be downloaded from website www.jktenders.gov.in

**Executive Engineer
University of Kashmir**

EXPRESSION OF INTEREST CUM REQUEST PROPOSAL FOR
ARCHITECTURAL CUM STRUCTURAL CONSULTANCY SERVICES FOR
VARIOUS CONSTRUCTION PROJECTS AT MAIN CAMPUS AND OTHER
SATELLITE CAMPUSES OF UNIVERSITY OF KASHMIR, HAZRATBAL,
SRINAGAR.

University of Kashmir has the mandate for Construction of Various Buildings & other Construction works at main and other Satellite Campuses.

Therefore, for bringing in more efficiency in the working and to save time, the University of Kashmir intends to engage consultants/ Consortium of consultants/Engineers/ firms of repute having varied experience in the Architectural, Structural, M.E.P. and Allied services including preparation of cost estimates etc. and all other jobs as defined below.

1. The consultants/ Consortium of consultants/Engineers/ firms of repute should have relevant experience in planning and designing of various types of buildings like office buildings, parks, gardens, Community buildings, Rotaries, Multi stored Parking, institutional buildings, shopping complex, Multi Story Housing flats, industrial building, warehouses, Hospitals, development of river fronts, road survey, bridges, topographic contour survey, drone survey and other miscellaneous structures etc .,including allied services. The Design services shall include but not be limited to Architectural, Structural, Electrical, Plumbing, Sanitary, Landscaping and design of all other relevant services required to make the building habitable & functional besides, preparation of cost estimate, BOQ, DPR and all other works specified in “Scope of Work.”
2. The consultants/ Consortium of consultants/Engineers/ firms of repute should have relevant experience in preserving the local heritage architectural aesthetic, as well as familiar in use of local material for passive solar design to run in cold harsh winter as zero energy buildings.

3. The proposal must be submitted in the prescribed formats only. Only those Firms that fulfill Eligibility Criteria shall be considered for empanelment.
4. Any Govt. Employee/ Spouse are not allowed to participate in the tenders.

1. SCOPE OF WORK

A. The selected Architectural Firms/Architects/Consultants shall be required to provide services in respect of the following fields for various building projects proposed for execution.

1. Taking client's instructions and preparation of design brief.
2. Preparation of detailed Project report if required, as per directions of Client.
3. Preparation of detail Architecture Drawings as per already available/ approved conceptual plan.
4. Site evaluation, analysis and impact of existing and / or proposed development on its immediate environs.
5. Topographical contour survey of land with total station if required
6. Building's layout/column layout.
7. Structural design with design calculations.
8. It will be a sole responsibility of the Architect /Firm to get the structural Design approved and vetted from IIT Delhi/ IIT Roorkee / NIT/ Design Directorate/ or any other equivalent institutions as approved by competent authority. The vetting fees if any, shall be paid by the University of Kashmir.
9. Sanitary, plumbing, drainage, water supply, sewerage, furniture layout & landscape etc. design and drawings.
10. Electrical, electronic, communication and Point Layout design and drawings.
11. Heating, ventilation & Air-conditioning and other mechanical systems design and drawings if any.
12. Design/capacity of LIFTS.
13. Design and drawings of Fire detection, fire protection and security alarms with BOQ.
14. Inspection, supervision and evaluation of works.
15. Any other individual /specific requirements of the project.
16. Preparation of Bill of Quantities (BOQ) and Schedule of Specifications.
17. Road survey works (L- section, cross section and all other road elements.)
18. Design of protection works as per the topography of the site.

2. INSTRUCTIONS TO BIDDER

The applicants are strictly advised to submit only the required/relevant documents for empanelment & categorization and should avoid submitting irrelevant documents in order to save time.

The evaluation for categorization of the applicants shall be made as per the details provided in Annexure-B & Clause 4.A

The applicants are requested to furnish all information and documents as called for in this document. The details should be typed or filled in ink.

All accompanying documents must be clearly initialed by the Authorized Signatory.

Any proposal received after the closing of due date and time shall not be considered.

University of Kashmir shall retain all the documents submitted by the applicant.

All bids submitted by the applicants by due date and time shall be opened online in the office of Registrar University of Kashmir Srinagar on **06-10-2022** in the presence of such applicants who choose to attend the opening process.

Applicants are required to be a proprietary firm, registered consulting firm/ consortium of Architects.

The bidder may properly check the documents before submission to ensure that all information as asked for is enclosed.

At any time prior to opening of proposals, University of Kashmir either at their own initiative or in response to clarifications requested by a prospective Applicant may modify the tender documents conditions by uploading the Modifications in website www.jktenders.gov.in or publish in leading Newspapers.

The bids shall remain valid for a period of 180 days from the date of opening.

The Stages for payment as mentioned in Clause No-5 shall remain same for every assignment / project.

Consultants / Consortium of consultants/ firms have to provide information in the attached

format with all supporting documents for all the credentials claimed. Selection shall be done on the basis of experience, available human resource and financial capacity in the related field.

3. Eligibility Criteria for engagement:

The intending bidders/applicants would be required to fulfill the following conditions to be considered for empanelment:

The Consultant should be duly registered with National Council of Architect of India and registered with any Govt. / PSU.

Associate consultants with the principal consultant shall give notarized undertaking that they remain with the principal consultant for the entire period till completion of project.

Without notarized undertaking by associate consultants (structural, electrical, mechanical, plumbing etc), their qualification/experience will not be calculated in evaluation.

The consultant should have minimum **10 years** of professional experience from the date of registration with the Council of Architecture of India.

The consultant should have designed the building structure of similar nature for at least **Rs.50.00 Crores** of aggregate value in last **05 years** in any Govt; Deptt/ PSU.

The applicant for Architecture firm should have minimum qualifications for an architect shall be the qualifications as provided for in the Architects Act, 1972 for registration with the Council of Architecture. **Documentary evidence** is required to be submitted.

The applicant for Engineering and other structural services should have a minimum qualification of BE/ B. Tech in civil engineering/ the statutory body governing such profession, as and when established. Documentary evidence is required to be submitted.

The applicant for town planning should have a minimum qualification of graduate or post-graduate degree in town and country planning and Associate Membership of the Institute of Town Planners. Documentary evidence is required to be submitted.

The applicant for Landscape Architect should have a minimum qualification of bachelor or master's degree in landscape architecture or equivalent from recognized Indian or foreign

university.

The Applicant shall have to provide detailed profile of the company/Firm/ proprietor/ partner/ company/corporate duly mentioning the “completed” important assignments/projects. Work completion certificates issued by an Officer not lower than the rank of Executive Engineer, Project Head/Site In-charge are required.

The applicant should be presently working and in **active profession** of consultant/architecture/Engineers/ firm.

Allotment Orders of the assignments/projects **currently “in progress”** are required.

The applicant shall have to provide the financial turnover of the Firm of the last **5 years** as on **31-08-2022**

The applicant should have a **PAN card & GST Registration along with latest GST clearance certificate (GST Form-3B)**. Documentary evidence is required to be submitted.

The applicant should have filed Income **Tax Returns for F.Y 2019-20 2020-21, & 2021-22.**

Documentary evidence is required to be submitted.

The applicant shall submit an **undertaking** that the Firm has not been blacklisted by any organization and department.

The applicant shall submit **dully signed** and stamped EOI/RFP document. The applicant shall disclose the litigation history of the Firm/ company as per Annex- G.

The applicant shall fill up all the Annexure - A to J and upload the same **dully signed** and stamped.

Bidders must enclose **Solvency Certificate of Rs. 5.00 Lakhs** issued by a Scheduled Bank in India in the bidder's name. The Solvency Certificate should not be issued more than One year prior to the last date of submission of tender (including any extension of the tender submission date).

Note:

- a. The bidders shall upload the scanned copies of the supporting documents/certificates required as mentioned above.
- b. The applicant shall have to fulfill all the above conditions/requirements in Toto, failing which, the offer shall be rejected.

4. A. Evaluation Process for Selection of Consultant:-

- 1. The selection of the consultant shall be done on **the basis of lowest bid among those who qualify the technical evaluation.**
- 2. The proposal will be evaluated for technical evaluation based on the qualification criteria mentioned in table below.
- 3. Only those bidders scoring more than or equal to **60% marks/points** in the technical evaluation will be **eligible for** financial bids (as per below format)

S. No	Criteria	Maximum Score
1.	Experience and capability of the Consultant	40
1.1	Experience. (Maximum 15 Marks)	
	a. Performance experience of 10 years :- 5 marks	05
	b. Performance experience of 10 Year to 15 year: 10 marks	10
	c. Performance experience of Above 15 years 15 marks	15
1.2	Experience of successfully completed works in last 5 year should be Rs.100.00 Crores, funded from central or state Govt/department.(Maximum 25 Marks)	
	a. On success fully completion of protects of Rs. 50 Crores in last 5 years.	15
	b. On success fully completion of projects more than Rs.50.00 Crores up to Rs.100 Crores in last 5 years.	20
	c. On success fully completion of projects more than Rs.100.00 Crores in last 5 years.	25
2.	Human Resource	30
	2.1 Principal Architect, (08Marks)	
	a. B.Arch.....	02
	b. Post Graduation (M. Tech)	01
	c. Performance experience 10 to 15 Years.....	02

	Performance experience 15 to 20 Years.....	02
	Performance experience 20 year onwards.....	01
	2.2. Senior Architect (05 Marks)	
	a. B.Arch	02
	b. Performance Experience 5 Years to 10 years	02
	c. Performance experience above 10 years..	01
	2.3.Structural Consultant(05 Marks)	
	a. B.Tech in civil engineering from university.	02
	b. Post Graduation (M. Tech)	01
	Performance experience 5 to 10 Years	01
	Performance experience 10 years and above..	01
	2.4.Plumbing Consultant(04 Marks)	
	a. B.Tech/B.Arch	02
	b. Performance Experience upto 5 to 10 Years	01
	c. Performance experience 10 years above..	01
	2.5.Electrical Consultant, (04 Marks)	
	a. B.Tech Electrical	02
	b. Performance Experience upto 5 to 10 Years	01
	c. Performance experience 10 years and above..	01
	2.6.Mechanical consultant, (04 Marks)	
	a. B.Tech Mech.	02
	b. Performance Experience upto 5 to 10 Years	01
	c. Performance experience more than 10 years	01
3	Financial Capability	30
	Average Annual Turnover of Last three years	
	a. Rs 30.00 lacs upto Rs 50.00 lacs	20
	b. Rs 50.00 lacs upto Rs 70.00 lacs	25
	c. Rs 70.00 lacs and above	30

4. After short listing of bidder in technical evaluation, the final selection of consultant shall be done **on the basis of financial evaluation**
5. The work shall be awarded to the lowest bidder.

6. Those who qualify for financial evaluation shall be empanelled for three years and whenever desired they shall be at priority to call any one for the proposal and if approved shall be offered the price of lowest bidder.
7. If only structural consultancy is required it shall be paid on the proportionate percentage of 43%.

4-(B). Schedule of Services:

The Architect shall after taking instructions from the client render the following services:-

a) Ascertain client's requirements, examine site constraints & potential and prepare a design brief for client's approval.

b) Prepare conceptual design with reference to requirements given by concerned

c) Preliminary Design and Drawings:-

Modify the conceptual designs incorporating required changes and prepare the preliminary drawings, sketches for client's approval along with preliminary estimate of cost on plinth area basis.

d) Drawings for client's / statutory approvals:-

Prepare drawings necessary for clients / statutory approval and ensure compliance to codes, standards and legislations as applicable and assist the client in obtaining the statutory approvals thereof, if required.

e) Construction Stage:-

1) Design, prepare and issue working drawings and details for proper execution of works for civil works and allied services, during construction. The structural design shall have to be submitted in hard & soft copies including design calculations to University of Kashmir if asked

2) Inspect, supervise and evaluate the construction works during execution and wherever necessary, clarify any decision, offer interpretation of the drawings / specifications.

f) Completion Stage:-

Prepare and submit at least **06 sets** of as built drawings including services and structure in hard and soft copies

g) The consultant/architect/Engineer/Firm shall perform all other duties and functions as specified by the Engineer-in-charge.

h) Paying periodic site visits during execution of work as per the requirement and /or on demand of Construction Division, UNIVERSITY OF KASHMIR

i) On the basis of on-site observations, the architect/Firm shall look into the architectural defects and deficiencies in the work of contractor. Such defects shall be intimated to Construction Division, UNIVERSITY OF KASHMIR for timely rectification by the contractor.

j) Architect/Firm shall review shop drawing and other submissions of the contractor for conformance with design concept of the project.

k) Architect/Firm shall issue necessary clarifications, detail drawings, revisions etc. those may be required for smooth progress of work at site.

l) Architect/Firm shall represent Construction Division, UNIVERSITY OF KASHMIR at all the forums where ever required.

m) Architect/Firm is required to make power point presentations and display of drawings at the required forum as per the directions of University of Kashmir.

5. SCHEDULE OF PAYMENTS UNDER CONTRACT ADMISSIBLE UPON ALLOTMENT.

Description	Fee payable
<p>Stage 1 Upon submission of conceptual/ preliminary design/ drawings, including insertions of suggestions of the department if any found during preliminary preparation.</p>	<p>5% of the total fees payable on rough estimate of cost.</p>
<p>Stage 2 Upon approval of the design/ drawings from the competent authority</p>	<p>15% of the total fees payable on rough estimate of cost less payment already made up to Stage1.</p>
<p>Stage 3 Upon preparation of working drawings, Schedule of Specifications, cost estimate and schedule of quantities (BOQ) sufficient to invite tenders.</p>	<p>25% of the total fees payable on cost estimate less payment already made up to Stage 2 .</p>
<p>Stage 4 On submitting detailed working drawings and other details of the services required for commencement of work at site.</p>	<p>50% of the total fees payable on accepted tender cost less payment already made up to Stage 3.</p>
<p>Stage 5 During execution of the work :</p> <p>a) On completion of 20% of the work</p> <p>b) On completion of 40% of the work</p> <p>c) On completion of 60% of the work</p> <p>d) On completion of the 80% of work</p> <p>e) On Physical completion of work</p>	<p>60 % of the total fees payable as per accepted tender cost less payments already made up to Stage 4.</p> <p>70 % of total fees payable as per acceptedtender cost less payment already made up to Stage 4(a)</p> <p>75 % of total fees payable as per acceptedtender cost less payment already made up to Stage 4(b)</p> <p>80 % of total fees payable as per accepted tender cost less payment already made up to Stage 4(c)</p> <p>90 % of total fees payable as per total work done cost less payment already made up to Stage 4(d)</p>
<p>Stage 6 On furnishing of work completion certificate by the Construction Division.</p>	<p>100 % of the fees payable on actual total work done cost less payment already made up to Stage 5.</p>

Note: In case any of the components of the services mentioned above are not demanded by Construction Division, University of Kashmir this shall not have any bearing on the fee structure.

The final fee payable to the Architect shall be computed on the actual work done cost upon completion of work.

6. SPECIAL CONDITIONS:

- i. The University of Kashmir reserves the right to terminate this contract at any time by giving two months' notice to the Architect without assignment any reasons. In that case, accounts will be settled in accordance with the terms and conditions and stipulations of this allotment of work for the work done upto the stage of termination, University of Kashmir may rescind the contract on failure of the Architect/Engineer/consultant/ firm to complete any stage(S) unless period for performance of such stage(s) is extended by the University of Kashmir on the written request made by the Architect, giving reasons for delay/non- performance within the prescribed time. Grant of extension is sole discretion of the University of Kashmir.
- ii. If any delay is caused in granting approval or making payment to the Architect/Engineer/consultant/ firm by the University of Kashmir Firm shall be entitled to extension in time for execution of the contract. No claim or compensation or damages on this account shall be admissible against the University of Kashmir.
- iii. The Architect shall have full responsibility for items of work, described in the scope of work. University of Kashmir will have full access to the details of the features for the purpose of scrutiny for satisfying themselves as to their correctness and soundness. The structural engineers of the building will render all possible help for the above

scrutiny. Any approval/scrutiny of drawing/designs by the University of Kashmir shall not absolve the firm of their responsibility and firm will be liable to rectify the same without any extra charges. The Firm shall not make any deviation, alteration or omission from the approved drawings, without prior consent.

- iv. The Firm shall exercise all reasonable skill, care and diligence in the discharge of their duties and shall exercise such general superintendence and the inspection in regard to such works as may be necessary to ensure that works are being executed in accordance with contract documents and shall endeavor to guard the interest of the University of Kashmir against the defects and deficiencies in the work of the contract.
- v. The University of Kashmir shall have the liberty to postpone or not to execute any work and the firm shall not be entitled to any compensation for non-executed part of the work except that the fees of the firm upto the stage of work then completed.
- vi. The Architect/Consultant/ Engineer/ Firm shall help the contractor and the University of Kashmir in the preparation of PERT chart and critical path method necessary to control and guide the various operations involved in the project.
- vii. The Consultant/Architect/Engineer/firm should have sufficient knowledge about prevailing Indian Standards i.e National building code of building services, IS 456 for RCC, IS SP-34, IS 875 part I & II IS13920 for earth quake structures,
- viii. The consultant / Architect/Engineer/ firm should have sufficient experience in designing of building structures of various types i.e R.C.C. framed and Load Bearing Structures and shall furnish a certificate of completion as per the respective professionals.
- ix. The consultant / Architect/Engineer/ firm should have a licensed software with respect to their professional works i.e. AutoCAD, Microsoft project, Primavera, staad, google sketchup, Revit for 3D presentation.

7. OTHER TERMS & CONDITIONS

Litigation History

The Applicant should provide accurate information on any litigation or arbitration resulting from contracts completed or under its execution over the last two (02) years ending 2021-22. A consistent history of litigations against the Applicant may result in disqualification of the application for empanelment, at the discretion of University of Kashmir

Disputes Resolution

If any dispute arises between Engineer-In-charge of works and architect/Firms/Architect; initially dispute shall be resolved at the level of Executive Engineer, Construction Division. If dispute still remains unresolved, then the dispute shall be referred to the Registrar, University of Kashmir or any other authority appointed by the competent authority and his decision in this regard will be final and binding on the architect/Firm/Engineer-In-Charge. **If at any time during the validity of the contract period Architectural Consultancy is to be done through some other agency or through its own engineering staff/Architect, the University is at liberty to do so and the Architect will have no claim what so ever on this account**

TERMINATION.

The name of consulting Architect/Engineering Firm will be liable to be deleted from the list of empanelment by the University of Kashmir on following grounds:

If Technical flaws are noticed persistently.

If the preliminary/detailed estimates are not found to be based on good engineering practices and sound technical knowledge.

Non completion of assigned job within stipulated/extended time limit or performance not to the satisfaction of Engineer in charge.

Deployment of inadequate/ in-experienced staff/Key personnel as Observed by Engineer in charge.

- a) Continued physical absence of the key person(s)/experts for the project assigned.
- b) Willful disobedience of the instructions of Engineer in Charge.

10. SUBLETTING THE WORK

No subletting of work is allowed.

12. OTHER DUTIES AND FUNCTIONS

The University of Kashmir shall notify/ convey (by any mode) its program of inspection to the Architect/Firm who will depute their respective representatives to be present during the site inspections.

(Note):- The University is at liberty to end the contract with the selected agency at any time if required without assigning any Reason thereof.

ADDITIONAL CONDITIONS OF CONTRACT (ACC)

The Additional Conditions of Contract (ACC) are to be read in conjunction with the clauses/conditions of the tender documents and in case of any differences with conditions provided elsewhere, provision of the ACC shall take precedence.

Scope of Work:-

Following shall remain included in the scope of associate consultant in addition to the scopes already defined in the tender documents:-

Discussion with Client/ University of Kashmir and finalization of project brief including illustrating the Department requirement. Preparation Concept of entire work upto commissioning of each Scheme as per the priority advised by client. Sites will be handed in phase manner as per the Advice/ clearances obtained from client.

The associate consultant shall take professional liability insurance (PLI) for their service.

2.0 Price Basis

Bidder has to quote rates in Percentage (%) for providing of Architectural & Engineering Consultancy Detailed design/ drawing & document for main works, development work, special works, services etc. (in close co-ordination with University of Kashmir /Client) indicated in the NIT. The cost quoted by the bidder shall be inclusive of GST and all other taxes, duties, cess and services as required under the scope and agreement clauses of the contract. The rates quoted by the bidder shall include all their expenditures, water, electricity, transportation, Loading/Unloading, Labour, Tools, Materials etc. whatsoever and nothing extra shall be paid to them unless mentioned specifically elsewhere in the tender document. The Rate shall remain firm throughout the contract period and no revision will be allowed.

Variation/Reduction/Change in Scope

Though the tendering process is undertaken to select associate consultant for the Scope & Locations mentioned in the NIT documents, the services of associate consultant may be utilized by University of Kashmir at its discretion whenever required in case of allotment of works by Client at other campuses of University of Kashmir. Associate consultant shall have to render their services as per requirement of University of Kashmir where all other terms and conditions of the contract and fees shall remain unchanged.

4.0 Additional Payment

No fees or expenses shall be payable to the Consultant in case work is not awarded to University of Kashmir by client due to any reason whatsoever. The Associate Consultant shall have no claim on University of Kashmir in case release of money is delayed by client or project is not sanctioned to EPI and/or payment is not released by client.

5.0 Advance Payment

Nil

6.0 Taxes & Duties

The rates quoted by bidder shall be inclusive of GST and all taxes, duties & Cess etc. Payment shall be released to the associate contractor as per the terms of the contract documents against submission of GST invoice and all other required documents as mentioned in the contract documents. All statutory deductions shall be made as per norms. In case of any reduction in rate of GST or other taxes in future or the project getting exemption status prior to the last date of Bid submission or afterwards, the Associate Consultant shall pass on the benefit to University of Kashmir immediately, failing which University of Kashmir shall have the right to recover the differential amount from the amounts due to the Associate Consultant. Further in case of any increase in rate of GST or other taxes in future or the project losing exemption status prior to last date of bid submission or afterwards, the said increase of taxes shall be paid /reimbursed to the Associate Consultant, subject to the condition that the client reimburses the said increased taxes to project authority.

7.0 Party should have **Shop & Establishment** Registration.

8.0 Timeline and Deliverables

The consultant has to deliver the works as per following milestones.

SL No	Responsibility	Time Frame (Days)
1	Preparation of Concept Report, Master Plan, DPR etc. Preparation of Preliminary Drawings, BOQ, Estimate, Specifications etc. required for inviting tender for Works Contract. Preparation of Preliminary Drawings, BOQ, Estimate, Specifications etc. required for inviting tender for Works Contract.	Within 10 Days from Issue of LOI
3	Detailed design/ drawing & document for main works, development work, special works, services etc. (in close co-ordination with EPI/Client)	Within 15 days from the date of LOI in phase manner or as per requirement at site which will be intimated time to time by S/I.
4	Responsibilities during project execution, i.e. site visits, preparation of BBS and additional drawings, survey, modification etc. if required	As per time frame fixed during Execution of the project.
5	Responsibilities on completion of work like as built drawings & Completion Report etc.	Within 30 Days of Completion

All the applicable terms and conditions shall be as per the clause (Clause no. 1.0 to 9.0) of agreement copy enclosed at Annexure-I

TO BE PRINTED ON COMPANY LETTERHEAD

“Annexure A”

To
Executive Engineer,
Construction Division,
University of Kashmir,

Sub:- ARCHTECTURAL CUM STRUCTURAL CONSULTANCY SERVICES FOR VARIOUS CONSTRUCTION PROJECTS AT MAIN CAMPUS AND OTHER SATELLITE CAMPUSES OF UNIVERSITY OF KASHMIR, HAZRATBAL, SRINAGAR.

Reference: EOI No _____ DT:

Dear Sir,

I, on behalf of _____ **(Firm name)** a consultancy company herewith enclose Technical Proposal for engagement of my Architectural / Structural firm for providing ARCHTECTURAL CUM STRUCTURAL CONSULTANCY SERVICES FOR VARIOUS CONSTRUCTION PROJECTS AT MAIN CAMPUS AND OTHER SATELLITE CAMPUSES OF UNIVERSITY OF KASHMIR, HAZRATBAL, SRINAGAR.

Yours faithfully,

Signature of the
authorized signatory:
Name of the
authorized
signatory:
Name of the
Company: Seal of
the company:

“Annexure B”

ORGANIZATIONAL DETAILS

1. Name of Organization	
2. Date of establishment of the Firm/Company. Documentary evidence to be enclosed.	
3. Field of Expertise in the business	
4. Whether the firm has been blacklisted by any Central Govt. / State Govt./ PSU/ Govt. Bodies /Autonomous? If yes, details thereof.	
5. Address of registered office with telephone no. & fax	
6. Contact Person with telephone No. & e-mail ID	

Signature of the authorized
signatory:

Name of the authorized
signatory:

Name of the Company:

Seal of the Company:

“Annexure C”

Important Assignments/ Projects successfully completed

S. No	Name of Project	Scope of Work	Owner/ Client	Project Cost	Date of Commencement	Date of Completion	Was Assignment Satisfactorily Completed	Whether work completion certificate enclosed or not
1								
2								
3								
4								
5								

Signature of the authorized signatory:

Name of the authorized signatory:

Name of the Company:

Seal of the company:

“Annexure D”

Important Assignments/ Projects In Progress

S.No	Name of Project	Scope of Work	Owner/ Client	Project Cost	Date of Commencement	Whether Allotment Order enclosed or not
1						
2						
3						
4						
5						
6						

Signature of the authorized signatory:

Name of the authorized signatory:

Name of the Company:

Seal of the company:

“Annexure E”

Team Personnel with the Architects (on payroll or associated).

(Technical / Financial / Legal / Structural / Electrical / Plumbing / water supply /Landscape / Interior Designer & other Key Members of the team for carrying out the assignments)

S. No.	Name	Designation	Qualification	Relevant Experience	Remarks
1					
2					
4					
5					
6					
7					
8					
9					

Signature of the authorized signatory:

Name of the authorized signatory:

Name of the Company:
Seal of the company:

“Annexure F”

LITIGATION HISTORY

S.No.	Description of Litigation	Name of client	Present Status

Signature of the authorized

signatory:

Name of the authorized

signatory:

Name of the Company:

Seal of the company:

“Annexure G”

Declaration

All the information provided herewith is genuine and accurate.

Signature of the authorized

signatory:

Name of the authorized

signatory:

Name of the Company:

Seal of the company:

TO BE PRINTED ON COMPANY LETTER HEAD

UNDERTAKING

We hereby confirm that _____ **FIRM NAME** is not involved in any kind of Litigation or Arbitration. Neither the firm has been blacklisted by any Central Govt. / State Govt./PSU/ Govt. Bodies/ Autonomous Institution.

Signature of the
authorized signatory:

Name of the
authorized

signatory:

Name of the Company:

Annexure-I

Bid Security Declaration

(To be submitted by the bidder on Notarized stamp paper of Rs. 100)

It is here by submitted that if I/We (Name of bidder/
firm/ company) withdraw or modify the bids during period of validity, or if I/We
..... (Name of the bidder/ firm/ company) are awarded the contract and
I/We.....(Name of the bidder/firm/company) fail to
sign the contract or to submit a performance security before the deadline defined in the tender
documents, I/We (Name of the bidder/ firm/company) will be suspended to take part in University of
Kashmir tendering process for the period of two years from the date of occurrence of the above
mentioned default.

Date:

Authorized Signatory Name and Seal

Annexure-J

(Affidavit Performa)

AFFIDAVIT

(To be submitted by bidder on non-judicial stamp paper of Rs. 100/- (Rupees Hundred only)duly attested by Notary Public)

(To be submitted in Envelop-1 i.e. Technical bid)

Affidavit of Mr..... S/o.....

R/o.....

I, the deponent above named do hereby solemnly affirm and declare as under:

1. That I am the Proprietor/Authorized signatory of M/s.....
Having its Head Office/Regd. Office at
.....

2. That the information/documents/Experience certificates submitted
.....
By M/s..... along with the tender for..... (Name of
work) To University of Kashmir are genuine, true and nothing has been
concealed.

3. I shall have no objection in case University of Kashmir verifies them from issuing authority
(ies). I shall also have no objection in providing the original copy of the document(s), in case
EPI demand so for verification.

4. I hereby confirm that in case, any document, information & / or certificate submitted by me
found to be incorrect / false / fabricated, University of Kashmir at its discretion may
disqualify / reject / terminate the bid/contract.

5. I shall have no objection in case University of Kashmir verifies any or all Bank Guarantee(s)
under any of the clause(s) of Contract including those issued towards EMD and Performance
Guarantee from the Zonal Branch /office issuing Bank.

I,.....the Proprietor/ Authorised signatory of M/_____

do hereby confirm that the contents of the above Affidavit are true to my knowledge and
nothing has been concealed there from_____it is false.

Verified at..... this..... day of.....

DEPONENT

ATTESTED BY (NOTARY PUBLIC)

Sl. No.	Description of the Documents
A) Documents to be signed by the Proprietor /Partner submitting the tender, stamped, scanned and submitted online in portal	
1.	Earnest Money Deposit.
2.	Tender fee in the shape of e-challan which can be downloaded from http://egov.uok.edu.in/echallan
3.	Experience certificate of having executed similar works. (to be accompanied by TDS certificates in case the experience certificates issued by public limited companies listed on BS/NSE or private party) as per the NIT.
4.	Balance Sheet and profit and loss statement for the latest 03 Financial Years.
5.	PAN
6.	GST Registration Certificate along with latest GST clearance certificate GST Form-3B
7.	EMD/ Tender Fee exemption certificate (only for tenderers who intend to avail exemption of EMD/ Tender Fee) (if applicable as per NIT).
8.	Registration certificate/ Memorandum and Articles of Association/Partnership Deed/Affidavit, Incorporation Certificate for Proprietor (for Sole Proprietorship Tenderers)
9.	All tender documents duly signed and stamped or digitally signed.
10.	Solvency Certificate as per details given in NIT.
11.	Shop & Establishment Registration
12.	Manpower details
13.	Any other relevant important Documents required as per NIT

AGREEMENT FOR CONSULTANCY SERVICES

The Agreement between the parties will be drawn as per the approved standard format of the University of Kashmir available at the Construction Division for reference.

Scope of Work

The details of works in the scope of this Agreement are as under:-

Sl. No.	Name of Works	Locality
1.	<u>ARCHTECTURAL CUM STRUCTURAL CONSULTANCY SERVICES FOR VARIOUS CONSTRUCTION PROJECTS AT MAIN CAMPUS AND OTHER SATELLITE CAMPUSES OF UNIVERSITY OF KASHMIR, HAZRATBAL</u>	Main Campus and other Satellite Campuses of University of Kashmir

In consideration of the fees hereby agreed to be paid to Consultant, the Consultant shall faithfully, expeditiously, economically and honestly perform the following service pertaining to the works mentioned above.

Inspection Report:

Undertaking site visits to collect details/ data / information required for planning purpose, holding necessary discussion with the Client and obtaining requirements of project and attending meetings at site of work or University of Kashmir as and when required.

Report on survey and Alignment option:

To prepare necessary alignment option after completion of detailed Topographical survey. Based on survey & soil report, the detail report required to be prepared and to be submitted in hard copies (at least three set) with seal & sign.

DPR & Final Report:

- a. Preparation of various Architectural views, submission of the design alternatives for the conceptual design including of cost saving in required detail and submission of final concept, design philosophy and the structural system including foundation for various components of the scheme.
- b. Preparation and submission of Detailed Project Report (DPR) based on requirement of project and interaction with University of Kashmir.
- c. Submission of 'cost estimates' indicating specifications to be adopted as per JK PWD/ CPWD specifications and other norms as applicable for individual work getting necessary approval from client.
- d. Preparation of General Arrangement Drawings, while include plan, L-section and Cross-section, etc.
- e. Preparation of 3D-animated presentation (walk through) of minimum 2 minutes duration of the projects.

Submission of the design alternatives for conceptual designs:

1. Preparation and submission of preliminary drawings, designs, specifications and preliminary cost estimates for the complete work and including getting the necessary approvals from client and statutory bodies, wherever required.
 2. Preparation and submission of construction program, method of construction sequence of construction activities, method statement for critical activities and salient technological features.
- A) Preparation and submission of detailed Architectural / Structural drawings, designs and specifications for work suitable for construction and releasing to site including getting necessary approval from client, wherever required.

B) Collection of all data and preparation of Environment Impact Assessment report and getting EIA clearance of the project from concerned authorities of state and Central Government, as required.

Preparation and submission of detailed structural designs drawings, fabrication and erection drawings and detailed bar bending schedule based on approved Architectural/Structural drawings, complete, suitable for construction and release to site including getting approvals from client, wherever required.

Preparation and submission of detailed bills of quantities, detailed estimate including preparation and submission of detailed take off calculation sheets, analysis of rates and tender documents for all works including issue of adequate number of tender documents along with necessary drawings for the purposes of inviting tender. The Consultant will provide BOQ item rate as per JK Schedule Rates 2022/latest version applicable to Site/ town. In case the items are not available in JK Schedule rates, the rates shall be arrived following the procedure of Market Rate analysis. Specifications to be considered as per the latest JK PWD/ CPWD specifications and other norms as applicable for individual work. Justification of each item of bill of quantity on the pattern of CPWD market rate analysis or latest applicable guidelines.

Carrying out all modifications / deletions / additions / alteration in design / drawings / documents, as required by Client for proper execution of works at site till completion and handing over of the project to the client.

Visit to site as and when required by University of Kashmir to ensure adherence on the part of the contractor's execution of work as per detailed drawings and specifications, including sorting out problems and issue of necessary clarification at site including preparation of additional drawings and details for proper execution for work at site.

Preparation and submission of completion reports, completion drawings and documents for the projects as required and acceptable to client including getting necessary completion certificates, from statutory bodies.

TERMS AND CONDITIONS

The Consultant shall submit EMD in original before signing of agreement. However, scanned copy of the same shall be uploaded along with the other documents. The EMD shall be released after successful completion of the project

5% of the fees payable to Consultant shall be retained from the each running bills as normal bill deposit/ Retention Money and shall be released to the consultant after successful completion of **the defect liability period (12 months after the successful completion of last project)**

The Consultant undertakes to design, redesign, modify and make changes in the design, drawings, details, vetting of shop drawings etc. any number of times, till they are finally approved by University of Kashmir/ Client till defect liability period and handing over of the project to client, within the fees agreed by the Consultant and nothing extra shall be payable to Consultant in this regard.

The Consultant shall prepare necessary models & walk through presentation, if required, in connection with approvals of scheme prepared by them from client /statutory bodies etc. The cost of model is included in fees nothing extra shall be paid for that.

6.0.0 **PENALTY**

In case of the Consultant fails to complete the work within the contract period or extended period owing to reasons attributable to Consultant, liquidated damages @ 1% per week of the total fees subject to as maximum of 10% of the total fees payable shall be levied on the Consultant. University of Kashmir shall be entitled to deduct such damages from the dues that may be payable to the Associate Consultant.

7.0.0 **JURISDICTION:**

This agreement will be deemed to have been executed on _____ and courts in _____ alone will have the jurisdiction to entertain any matter arising out of this agreement.

In witness whereof this agreement has been executed between the parties here to by their authorized officers in duplicate the day and the years first above written.

For and on behalf of

For and on behalf of

M/s

University of Kashmir

Witness

Witness

- 1.
- 2.

- 1.
- 2.

UNIVERSITY
OF
KASHMIR

NIT No. F(UCD)(Exp. Int. 2022)KU/42/22

Date: 29-09-2022

Price Bid for Tender for **ARCHTECTORAL CUM STRUCTURAL CONSULTANCY SERVICES FOR VARIOUS CONSTRUCTION PROJECTS AT MAIN CAMPUS AND OTHER SATELLITE CAMPUSES OF UNIVERSITY OF KASHMIR, HAZRATBAL**

**Bidder's
Name:**

PRICE BID

Sl. No.	PARTICULARS	Percentage to be quoted by the bidder
1	<u>ARCHTECTORAL CUM STRUCTURAL CONSULTANCY SERVICES FOR VARIOUS CONSTRUCTION PROJECTS AT MAIN CAMPUS AND OTHER SATELLITE CAMPUSES OF UNIVERSITY OF KASHMIR, HAZRATBAL.</u>	
Bidder's Quoted Percentage		%

Bidder has to Quote Percentage in the respective Column