

Expression of Interest (EOI)
&
Request for Proposal (RFP)
for
Appointment of Architectural Consultant
for
**Architectural & Engineering Services for Setting
up of About 500 bedded add on Cardiac Hospital
in India.**

THE COMPLETE DOCUMENT CONSISTS OF FOLLOWING:

- **Volume –I (EOI)**
- **Volume-II (RFP)**

Volume –II (RFP)



Tender No.: HITES/IDN/CARDIAC/2015-16

**B-14A, Sector – 62,
NOIDA (UP) -201307
Phone no: 0120-4071500,
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(March, 2016)**

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DISCLAIMER

HLL INFRA TECH SERVICES Limited (HITES) wishes to engage Backup Architectural consultant for providing Comprehensive Architectural & Engineering Services for Setting up of About 500 bedded add on Cardiac Hospital in India hereafter referred as the “**Project**”.

This document is not an agreement, is not an offer or invitation to any other party. The purpose of this document is to provide interested parties with information to assist the formulation of their bid. The information is not intended to be exhaustive. Bidders are required to make their own inquiries and respondents will be required to confirm in writing that they have done so and they do not rely solely on the information in this document.

The information is provided on the basis that it is non – binding on HITES, any of its authorities or agencies or any of their respective officers, employees, agents or advisors.

HITES reserves the right not to proceed with the project or to change the configuration of the project, to alter the timetable reflected in this document or to change the process or procedure to be applied.

While HITES have taken due care in the preparation of information contained herein and believe it to be accurate, neither HITES nor any of its authorities or agencies nor any of their respective officers, employees, agents or advisors gives any warranty or make any representations, express or implied as to the completeness or accuracy of the information contained in this document or any information which may be provided in association with it.

No reimbursement of cost of any type will be paid to persons or entities submitting their RFP.

DEFINITIONS

- i) **“Application”** shall mean the response submitted by eligible interested parties.
- ii) **“RFP”** shall mean the signed technical offer submitted by the Applicant in response to this document.
- iii) **“Applicant(s)”** shall mean all eligible parties participating in the RFP process pursuant to and in accordance with the terms and conditions of the RFP.
- iv) **“HITES”** shall mean HLL Infra Tech Services Limited, Noida.
- v) **“Consultant”** shall have the same meaning as Architectural Consultant or Successful applicant and with whom the Contract Agreement has been signed.
- vi) **“Contract Agreement”** shall mean the agreement to be signed between the Successful applicant and HITES for the execution of the Project.
- vii) **“LOA”** Letter of Award shall mean the letter issued by HITES to the Successful applicant inviting him to sign the Contract Agreement
- viii) **“Security Deposit”** shall mean the amount to be collected by deductions from the due payments of Successful applicant and held with HITES.

REQUEST FOR PROPOSAL

Providing Comprehensive Architectural & Engineering Consultancy Services for Setting up of About 500 bedded add on Cardiac Hospital in India

SECTION I

1.1 BRIEF DESCRIPTION OF THE PROJECT

HITES wishes to appoint Architectural Consultant for this project. The nature of services to be provided by the Architectural Consultant will include, but will not be limited to, visiting site, preparing Architectural Design and Details, Lay out plan, Structural Design, planning of all services, preparation of BOQ and provide supervision and coordination with local authorities with due emphasis on quality of design. The scope of services would also include getting all requisite approvals and NOCs at all stages if required from the State/Central Government, local bodies, Ministry of Environment and Forests, Civil Aviation Fire etc. the proposed upgradation shall be in conformity as per GRIHA (Green Rating for Integrated Habitat Assessment) National Green Building Rating System to achieve minimum 3 star rating.

The Consultant will be required to provide sufficient technically qualified and experienced staff for providing the required level of service.

HITES invites Request for Proposal for the project for Providing Comprehensive Architectural & Engineering Consultancy Services for Setting up of About 500 bedded add on Cardiac Hospital in India. The estimated cost for this project shall tentatively be Rs. 250 Cr. However, the period of completion shall be as follows.

- a. Planning of Works: - 1.5 Month or as approved by HITES.
- b. Construction Period: - 15 Months, or as approved by HITES.

1.1 Consultancy Fee:

The consultants shall be paid the fixed fees as percentage of the estimated cost or the actual construction cost of the work whichever is lower. The fee shall be inclusive of service tax and all other taxes as applicable. The consultant shall give their break up to the proposed fee, as above, in form C, separately.

1.2 Submission of RFP:

The authorized signatory of the applicant shall sign each page of the RFP Document.

1.3 HITES reserves right to use the services of the Consultant as their back up office Medical Architectural consultant. This shall mean that the Consultant shall be working and supplying all the details as per RFP and scope of work in the manner and name of HITES.

- 1.4 Responsiveness of RFP:** The RFP shall be declared non- responsive if the RFP submitted is conditional.
- 1.5** The successful applicant shall be required to execute a Contract Agreement immediately on issue of Letter of Award by HITES.
- 1.6** The applicant shall submit their offer in a sealed envelope duly super-scribed “**RFP for providing comprehensive Architectural & Engineering Consultancy Services for Setting up of About 500 bedded add on Cardiac Hospital in India**”

SECTION II

INSTRUCTION FOR APPLICANT

1. SCOPE OF WORK

- a. The consultant shall provide comprehensive architectural and engineering services, from beginning till the end of the project, including preparation of detailed drawings depicting interior layouts and schematics with all specifications viz. Architectural, Electrical, Fire Fighting, HVAC etc. for various areas required to undertake the construction of the project out of the following field / services any /all of which may be required for the project:
 - i. Concept plan in consultation with Client and preparation of Detailed Project Report.
 - ii. Architectural Planning and Design,
 - iii. Structural Design
 - iv. Electrical Systems including power distribution and complete internal and external lighting, fire detection and alarm systems, intercom system, acoustic and public address system, closed circuit television, channel music and other electrical/electrical control and display systems including metering facilities, generators, UPS stabilized power conditioners, Sanitary, Water supply and sewage, plumbing and firefighting system including fire protection.
 - v. Signage and landscaping.
 - vi. Any other or all services not specifically mentioned herein but required for the proper and successful completion of the project in accordance with international standards or Bureau of Indian Standards (BIS) including National Building Code, Water Treatment / Purification, solar water heating system etc.
- b. Consultant shall prepare preliminary designs, cost estimates, tender drawings, detailed cost estimates, NIT documents, drawings depicting interiors layouts and schematics with all specifications viz. Architectural, Electrical for various areas required to undertake the construction of the project.
- c. Consultant shall prepare drawings including all necessary architectural and engineering details to suitable scale, to enable the contractors to prepare shop drawings, bar bending schedules etc. and all such other details of works as are required for execution of the project and modify the same if so decided by any authorized officer of client.
- d. Consultant shall ensure that all drawings / designs are prepared in accordance with the relevant bye laws of local authority, Indian Electricity rules and Indian Standard specification as amended upto the date or as per sound engineering practice and shall be responsible to ensure the structural stability and efficiency / adequacy of various other services and utilities as per design.
- e. Consultant shall get the designs, plans and architectural / engineering details of the project approved by the local authorities if required and shall make all additions, alterations as may be required in the designs, calculations, by these to be

paid to the local authorities shall be reimbursed to the consultant on production of receipts by the concerned authorities. Necessary assistance will be provided by HITES/client.

2. Services to be provided:

- a) The Consultant shall undertake Preparations of detailed estimates containing detailed specification and quantities of various items on the basis of specifications and schedule of rates maintained by CPWD.
- b) The Consultant shall ensure that the proposals are structurally sound and the estimates are accurately calculated based on adequate data. The Consultant shall be responsible for technical soundness of the estimate as well as the quantity of items of the BOQ.
- c) The Consultant shall assist HITES in preparation of tender documents. The tender documents shall be prepared by the Consultant by following provisions of CPWD Works Manual, CPWD schedule of rates, CPWD Specifications and up to date Contract & Manual circulars issued by CPWD. Any deviation from the above to be got approved from client.
- d) The Consultant shall assist the HITES in processing of call, receipt, scrutiny, processing and evaluation of bids as per procedure laid down in the CPWD Works Manual. The Consultant shall assist HITES in collection of prevalent market rates so that HITES can prepare proper justification based on prevalent market rates and coefficients as per CPWD Analysis of rates.
- e) The Consultant shall undertake Preparation of detailed design and Structural Drawings for Civil Constructions works including all services.
- f) The Consultant shall undertake any other additional responsibility that may be entrusted with respect to the project.
- g) All the documents prepared by the Consultant shall be the property of Client/HITES.
- h) The Consultant shall be required to obtain required completion certificates/ NOC from local authorities to occupy the building.

3. VALIDITY OF THE RFP.

- a) The RFP shall be valid for a period of 90 days from last date of submission of EOI & RFP.
- b) Extension of RFP Validity, if any shall be decided by HITES.
- c) Prior to the expiry of the original RFP, HITES may request Bidders to extend the Bid Validity Period for a specified additional period.

4. AWARD OF CONTRACT- Criteria

Subject to the requirements, HITES will award, the Contract to the Applicant/ Consultant, whose bid is found responsive, complete and in accordance with the RFP documents.

5. HITES'S RIGHT TO ACCEPT ANY TENDER AND TO REJECT ANY OR ALL TENDERS:

HITES reserves the right to accept or reject any offer, and to annul the process and reject all offers, at any time prior to award of Contract without thereby incurring any liability to

the affected applicants. HITES has no obligation to inform the affected applicant(s) of the grounds for rejection of RFP.

6. NOTIFICATION OF AWARD:

- a) Prior to the expiry of period of validity/extended validity of the offer as prescribed in this bid document and as subsequently extended by the bidder, HITES will notify the successful applicant by Tele-fax or e-mail and confirm in writing by registered post /speed post / courier, that his offer has been accepted.
- b) The Letter of Award shall constitute a part of the contract.

7. PERFORMANCE SECURITY:

The successful applicant shall furnish to HITES a security in the form of a **Bank Guarantee @ of 5% of the consultancy fee payable to the consultant** from a Scheduled Commercial bank based in India in the Format given in Form-B, provided in Section II valid for the completion period and defect liability period (2years & 6months). The Performance Security shall be furnished within the time limit specified.

Failure of the successful applicant to submit the required Performance Security by due date, shall constitute sufficient grounds for the annulment of the award of Contract.

8. SIGNING OF AGREEMENT:

HITES shall prepare the Agreement in the Performa (Form D) included in this Document, duly incorporating all the terms& conditions of agreement between HITES and successful applicant. Successful applicant will be required to execute the Contract agreement within 10 days from the date of issue of the Letter of Award. The performance guarantee should be submitted immediately after issue of letter of award but not later than 10 days of issue of letter of award. One copy of the Agreement duly signed by HITES and the Consultant through their authorized signatories will be supplied by HITES to the Consultant.

FORM OF RFP

- Note: i. The Appendix forms part of the RFP
- ii. Applicant(s) are required to fill up all the blank spaces in this form of Tender and Appendix.

To

Vice President (ID)
HLL INFRA TECH SERVICES Ltd.,
B-14A, Sector – 62
Noida – 201307 (U.P)

Having examined the Terms of Reference and the terms of the Architectural & Engineering Consultancy attached thereto and the RFP for **“Providing Comprehensive Architectural & Engineering Services for Setting up of About 500 bedded add on Cardiac Hospital in India”**. I / We the undersigned offer to provide comprehensive Architectural & Engineering Consultancy Services in conformity with the Terms of Reference, fixed fee as proposed and its stage payment structure and the terms & conditions of the Architectural & Engineering Consultancy Contract attached thereto.

1. I / We undertake, if our Offer is accepted, I / We shall commence the work immediately on receipt of Letter of Award and to complete the whole of the Work comprised in the Contract within **the Time Schedules mentioned therein** from the date of issue of the Letter of Award.
2. If my / our Offer is accepted, I / we will furnish a Bank Guarantee for Performance as security for the due performance of the Contract @ of 5% of the contract amount as detailed in Form-D.
3. I / We agree to abide by this Offer for a minimum period of 90 days from the last date fixed for receiving the same and it shall remain binding upon us and offer may be accepted at any time before the expiry this period or any extended period mutually agreed to.
4. I / We declare and confirm that no agent, middleman or any intermediary has been, or will be engaged to provide any services, related to the award of this Contract. I / We further confirm and declare that no agency commission or any payment, which may be construed as an agency, commission has been, or will be, paid and that the offer price does not include any such amount. I / We acknowledge the right of HITES that if it finds our declaration to the contrary, it can declare our Offer to be non-compliant and if the Contract has been awarded to us then declare the same as null and void.
5. If my / our Offer is accepted I / we understand that I /we, am / are to be held solely responsible for the due performance of the Contract.

Dated this.....day of.....2016

Signature

Name..... in the capacity of

duly authorized to sign documents for and on behalf of.....

Address

Witness

Signature

Name

Address

Occupation

FORM OF PERFORMANCE SECURITY (GUARANTEE) BY BANK

1. This deed of Guarantee made this day of _____ between Bank of _____ (hereinafter called the "Bank") of the one part, and HITES Limited (hereinafter called "HITES") of the other part.
2. Whereas HITES has awarded the work of "Setting up of About 500 bedded add on Cardiac Hospital" called the contract) to _____ (hereinafter called the Consultant). (Name of the Consultant)
3. AND WHEREAS the Consultant is bound by the said Contract to submit to HITES a Performance Security for a total amount of. (5% of the contract amount).
4. Now we the Undersigned _____ (Name of the Bank) being fully authorized to sign and to incur obligations for and on behalf of and in the name of _____ (Full name of Bank), hereby declare that the said Bank will guarantee HITES the full amount of 5% of the contract amount) as stated above.
5. After the Consultant has signed the aforementioned Contract with HITES, the Bank is obliged to pay HITES, any amount up to and inclusive of the aforementioned full amount upon written order from HITES to indemnify HITES for any liability of damage resulting from any defects or shortcomings of the Consultant or the debts he may have incurred to any parties involved in the Works under the Contract mentioned above, whether these defects or shortcomings or debts are actual or estimated or expected. The Bank will deliver the money required by HITES immediately on demand without delay without reference to the Consultant and without the necessity of a previous notice or of judicial or administrative procedures and without it being necessary to prove to the Bank the liability or damages resulting from any defects or shortcomings or debts of the Consultant. The Bank shall pay to HITES any money so demanded notwithstanding any dispute/disputes raised by the Consultant in any suit or proceedings pending before any Court, Tribunal or Arbitrator/s relating thereto and the liability under this guarantee shall be absolute and unequivocal.
6. This Guarantee is valid till (The initial period for which this Guarantee will be valid must be for at least 30 months).
7. At any time during the period in which this Guarantee is still valid, if HITES agrees to grant a time extension to the Consultant or if the Consultant fails to complete the Works within the time of completion as stated in the Contract, or fails to discharge himself of the liability or damages or debts as stated under Para 5, above, it is understood that the Bank will extend this Guarantee under the same conditions for the required time on demand by HITES and at the cost of the Consultant.
8. The Guarantee hereinbefore contained shall not be affected by any change in the Constitution of the Bank or of the Contractor.
9. The neglect or forbearance of HITES in enforcement of payment of any moneys, the payment whereof is intended to be hereby secured or the giving of time by HITES for the payment hereof shall in no way relieve the bank of their liability under this deed.

10. The expressions "HITES", "the Bank" and "the Consultant" hereinbefore used shall include their respective successors and assigns.

In witness whereof I/We of the Bank have signed and sealed this guarantee on the ----- day of ----
----- Month 2016 being herewith duly authorized.

For and on behalf of

The.....Bank.

Signature of Authorized Bank official

Name.....:

Designation.....:

Stamp/Seal of the Bank:

Signed, sealed and delivered

for and on behalf of the

Bank by the above

Named _____ in

The presence of:

Witness 1.

Signature

Name

Address

Witness 2.

Signature

Name

Address

CONTRACT AGREEMENT

This agreement made on this _____ day of _____ Two Thousand Sixteen between HITES Limited, B-14A, Sector-62, Noida(U.P.) (hereinafter referred to as HITES) which expression unless excluded by or repugnant to the context shall include their successors and assignees of the part and M/s. _____ having their Registered Office at _____ (Hereinafter referred to as Consultant) which expression unless excluded by or repugnant to the context, shall include their successors and assignees of the other part.

Whereas the employer is desirous of undertaking " _____ " in accordance with the general requirements and conditions hereinafter appearing and whereas the Consultant has agreed to perform the same.

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS**TERMS AND CONDITIONS OF AGREEMENT****1. DEFINITIONS:**

For the purpose of this agreement, the following words and expressions shall have the meaning hereby assigned to them except where the context otherwise requires:-

- i) "Approved" means approved by HITES's representative in writing including subsequent confirmation of previous approval.
- ii) "HITES" means the HLL INFRA TECH SERVICES Limited, which expression shall unless excluded by or repugnant to the context include employer's representative.
- iii) "Consultant" means _____ (Successful applicant)

2. SCOPE OF WORK:-

2.1 The scope of work relates to providing comprehensive Architectural & Engineering Consultancy Services for Setting up of About 500 bedded add on Cardiac Hospital.

2.2 Preliminary stage

The services to be provided by the Consultants shall interalia include the following:-

- a. Visiting the site, discussing details with the HITES/ Client.
- b. Preparing and submitting concept drawings and designs conforming to prevailing national standards, local bye laws as well as compliant to GRIHA (Green Rating for Integrated Habitat Assessment) National Green Building Rating System, i.e. developing lay out plan of the complex; complete preliminary drawings/preliminary sketches, plans, elevations, sections / perspectives of various proposed blocks of buildings all required to present the general view of

- the proposed buildings with basic dimensions and building layouts for obtaining approval of the Client/ HITESs including all necessary modifications based on interactive evaluation by the Client/ HITES up till finalization of concept designs.
- c. Preliminary planning of all internal and external services like water supply, sewerage, storm water drainage, acoustics, landscaping, development plans showing internal roads, paths, parking lots, paved areas, drains, culverts, compound walls, external lighting, indicating position of lifts, AC ducts and other conduits for services, firefighting arrangements etc. complete.
 - d. Preparation of preliminary Architectural drawings, general specifications for the work.
 - e. Obtaining the approval of the Client/ HITES to b, c, d above and to any subsequent changes which the consultant will carry out on the advice of the HITES, and to computations of designs including structural designs, drawings and services design which shall be in accordance with all the relevant BIS codes of practice. This may include discussions with and incorporation of requirements of the HITES.
 - f. The Consultant shall indicate the name of his sub- consultants for various services like structural designs with their details. The Sub-consultant shall be associated from the preliminary drawing stage to the final stage of work. However, he shall be fully responsible for the correctness and accuracy of services design prepared by such sub-consultants & shall indemnify the HITES for damage or loss caused due to negligence of sub-consultant (s).
 - g. Approvals/ CC /NOCs:-
 - i. Obtaining approval of all the competent authorities and other statutory bodies like Ministry of Environment and forests, State Pollution Control Board, civil aviation, railways and local development bodies etc. as applicable necessary according to the local Acts, Laws, Regulations, etc. and make any changes desired by such authorities at no extra cost. The original documents of approval shall be submitted to the HITES.
 - ii. Obtaining approval of the Architectural drawings from relevant local statutory body & obtain Commencement Certificate from local bodies leading to commencement of construction of the project if required.
 - iii. Obtaining NOCs (no objection certificates) from Fire Department, Storm water drainage & sewerage department Municipal Corporation / Local Bodies, Civil Aviation, Railways etc. as per the requirement.
 - iv. Obtaining approval of electrical drawings from Central / State Electrical Inspectorate, as applicable if required.
 - h. Prepare a three dimensional model of suitable scale as and when required by the HITES / local authority at no extra cost.

2.3 Working drawings stage:-

Consultant shall be responsible for Preparation of detailed architectural drawings (hereinafter called Working drawings), structural drawings, bar bending schedules, service drawings including drawings showing the details of all the utility services such as water supply, sanitary, electrical installations, acoustics, air-conditioning, firefighting, etc, internal and external, mentioned in various clause of 2.2 above including details of specifications of all items of work. All the drawings and design calculations shall be made available by the consultant to the HITES in duplicate along

with the soft copy thereof in CD/pen drive for checking and approval. However, the responsibility for the correctness and accuracy of the structural design and safety of structure shall be entirely that of consultant. This activity may necessitate the Consultant to interact with HITES or any authority /institution appointed by HITES for Proof Checking of structural design & drawings.

- a. Obtaining approval of the HITES in respect of items mentioned in above clause and modifying them, if considered necessary by the HITES.
- b. If required, obtaining the approval of local and other authorities mentioned in various clauses of Para 2.1 and making any changes required by them
- c. Preparation of complete working details, schedules, specifications and bill of quantities, co-coordinating medical equipment lay out including those of various services in the manner prescribed by HITES, to describe the part/whole project adequately and supplying details of calculations of such bill of quantities to enable the HITES to check them before preparation of tender documents by HITES. Supplying free of charge required sets of approved bill of quantities along with the drawings needed for tender purpose
- d. Bid Document
 - i. Assist HITES in preparing bid document including Special Condition of Contract (SCC); Bill of quantities; Particular/additional specifications of the work (which are not available in standard specification of CPWD); The GCC, NIB and ITB shall be appended by HITES as per requirements.
 - ii. Assist HITES in bid evaluation by providing/supplying market rate analysis and quotations whatever required for schedule (As per CPWD DSR) and non-schedule items (Non DSR) of the work in prescribed manner as per directions of HITES.

2.4 Execution/Completion stage

The Consultant shall:

- a. Supply all the approved & duly marked "Good for Construction" (GFC) working drawings and Structural drawings, specifications and details in the manner required by HITES for proper execution of the work. (Required sets of approved drawings shall be supplied free of charge to HITES)
- b. Make scrutiny of any shop drawings required in connection with work pertaining to manufacturing designs for their correctness and incorporation in the working drawings and release the duly vetted drawings for construction.
- c. Obtain HITES's approval for any material deviation in design or specifications before any revision of Drawings already approved by them.
- d. Shall visit the site during execution as per requirements and directions of HITES
- e. Coordinate the various activities of his sub-consultants.
- f. Shall obtain approval / sanctions and drainage completion certificate for sewerage connection, water supply, electric supply, occupancy certificate (part / full) as may be required by the HITES and also to obtain necessary water supply connection.
- g. Shall obtain all the required completion certificates / NOCs from the various local authorities and furnish to the HITES the building completion certificate along with six sets of completion plans/drawings and one set of reproducible

drawings in A-1 size, and other connected documents. These drawings will be in addition to drawings and details mentioned in above clauses.

- h. Provide necessary drawings for electrical works for final approval of Electrical Inspectorate.

3. PAYMENT OF REMUNERATION

3.1 Fee payable to Consultant

HITES shall pay for the scope of work as at Para 2.1 above, the Consultant **Total Fixed Consultancy Fee for consultancy, as -----% (-----percent only) of the estimated cost or Actual cost of construction** whichever is minimum for civil & allied works including electrical works, HVAC, lifts etc. subject to the Consultant rendering timely and satisfactory services. (This fee shall be inclusive of all the direct and indirect taxes, Duties / CESS etc. to be paid by the consultant including Service Tax).

The intermediate payments shall however be made on the basis of estimated cost of component works. The payments made to the consultant shall be subject to deductions as per Indian Tax Laws

The above fees shall be deemed to be inclusive of fees payable by the Consultant to his any other sub-consultant and associates, needed to accomplish the job and nothing extra, whatsoever, shall be payable.

The above fee excludes fee for proof checking of structural designs and drawings from the institute as approved by HITES and any other statutory charges incurred by the Consultant on behalf of HITES/Client for obtaining approvals etc. The statutory expenses paid to statutory bodies for the Project for obtaining approvals and fee for proof checking of structural designs shall be reimbursed by the HITES over and above the Consultancy Fees. No reimbursement(s) shall be made by the HITES until the Consultant has submitted a written claim for the same and has attached sufficient documentary evidence

Unless otherwise explicitly stated in the Contract, the payment shall be as per accepted schedule of payment mentioned in Agreement. The payment shall be subject to deductions as per Indian income tax laws and other relevant laws.

4. PAYMENTS TERMS

4.1 Payments Terms:-

Phase 1:- Pre-Construction Stage

Stage	Sl. No	Milestone	% Payment	Cumulative percentage payment
Stage 1	1	Preparation of conceptual architectural Plans for buildings & services,	10%	10%
	2	Preparation of submission drawings for local bodies / authorities and approval from local bodies. (if required)	10%	20%
Stage 2	3	Preparation of detailed engineering drawings for internal and external electrical services,	10%	30%

		water supply, sanitary sewerage, etc. based on detailed civil drawings for approval.		
	4	Preparation of Civil and Structural drawings. Preparation of bills of quantities, estimated project cost, technical specifications & tender documents for building, services for approval.	10%	40%
Stage 3	5	Submission of complete set of GFC drawings & fair sets of tender documents	10%	50%

Phase 2-Construction & Post Construction Stage

Stage	Sl. No	Milestone	% Payment	Cumulative percentage payment
	6	Pro-rata quarterly payment based on % progress of construction work of building plus other services.		
Stage-4	(i)	Completion of Building works up to ground floor slab level	10%	60%
	(ii)	Completion of structures including finishing works	10%	70%
	(iii)	Completion of internal/external services including utilities	5%	75%
	(iv)	Completion of Testing and Commissioning of Building works, services & utilities	5%	80%
Stage-5	7	100% completion, as built drawings, including all clearances and approvals including occupancy certificate.	20%	100%

Note:

- All Miscellaneous additional details/ drawings, if required, for execution shall be issued within 7 days of requisition by the HITES.
- Payment for the above stage 1, Serial no.2 shall be made if its execution is required.
- Completion of scope of work for the consultant will be considered only after the completion of Stage 5.

4.1.1 The cost of the following items shall not be included in the estimated cost for the purpose of working out consultant's fee:-

- a. Land cost including its development charges, fees payable to local and/or statutory bodies by the HITES.
- b. Plan approval fee, service connection deposit and any other fees payable to local and/or statutory bodies by the HITES.
- c. Any other services, fittings and fixtures, which are not designed and planned by the consultant.
- d. Cost of demolition of the existing buildings or its portion if any.
- e. Cost of supervisory staff and other establishment employed on work by the consultant or the HITES.

- f. Other contingent expenditure like press advertisement, publicity, cost of foundation stone, inauguration ceremony of building etc.
 - g. Escalation in the cost of work due to increase in rates of materials and labour, etc., during and after the award of work.
 - h. Payment on account of Arbitration Award.
 - i. Extra cost of special type of foundations like pile foundations etc. if any, would not be considered to determine the consultant's fees. Cost of normal foundations included in plinth area rates will be considered calculating the fees.
- 4.1.2 The fees will be paid in installments as specified above. On completion of the work of any stage, the consultant shall submit his gross bill to the Project-in-charge in Triplicate. Admissible amounts, as assessed by the Project-in-charge, against invoice raised by the consultant on completion of various stages of the work shall as far as possible be paid within 20th working day after the day of presentation of the invoice by the consultant to the Project-in-charge or his authorized Engineer.

5. TIME SCHEDULE AND MILESTONES

5.1 Time Schedule

5.1.1 The timelines for the project are as follows:

Time from the date of start of work (months)

- a. Planning of Works: - 1.5 Month or as approved by HITES.
- b. Construction Period: - 15 Months, or as approved by HITES.

5.2 Milestones: - The consultant shall deliver the following to the HITES:

Sl. No	Deliverable	Time from the date of Start of Work
Phase I – Preconstruction		
1	Submission of Concept Drawings for the Proposed Buildings with elevations and sections and making presentations for obtaining HITESs comments/suggestion & developing final concept drawings for obtaining approval thereof.	1 Week
2	Submission of Preliminary drawings /design necessary for obtaining Local bodies approval(s), and submission of drawings /details in proper formats to the concerned local bodies for obtaining NOC/sanctions/approval for construction (if required).	2 weeks
3.	Pursuing & Liaison with various authorities for obtaining approval of municipal drawing therefrom.	4 weeks
4.	Submission draft detailed cost estimates based on CPWD Delhi Schedule of Rates, latest version as applicable on the date of submission, duly enhanced by approved Cost Index, in respect of DSR Items and on market rates for Non-DSR items of the work along with market rate analysis and supporting market rate quotation(s); details of measurements, technical specifications, detailed	3 weeks

	architectural services & sufficient structural drawings and obtaining the approval thereof, and submitting copies of the approved detailed cost estimates with all related documents.	
5.	Submission of final Bill of quantities, tender drawings and Bid document for inviting bids for construction and obtaining approval thereof from HITES, and submitting copies of the approved bid documents .	4 weeks
6.	Submission of minimum six sets of all detailed & working architectural, services, structural drawings (duly proof checked from agency nominated by HITES) Good for Construction (GFC), after obtaining approval of HITES of the draft drawings.	6 weeks
Phase-2 -Construction and Post Construction		
7	Site visits as per the requirement by HITES/client during progress of the work to ensure the sufficiency of drawings and details issued by consultant for the work and to issue revised/modified /additional drawings/details, as and when required as per site conditions for smooth progress of the work.	During the entire construction period including extended period of construction, if any
8	Approval of shop drawings for proprietary/specialized items of work, if any within one week from the date of submission by the construction agency/firm.	During construction period
9	Scrutiny of as built drawings and approval thereof within two weeks from submission	During construction period
10	Obtaining completion/ occupancy certificates from the concerned civic authorities and other statutory bodies including submission of revised plans/details if required.	Four weeks after completion of work

Drawings shall be prepared on CADD (latest version) and structural design on STAAD (latest version). All approvals shall be given by the HITES as per the schedule mentioned above along with soft copy of drawings & details in CD/ Data card.

6. EXTENSION OF TIME:

6.1 The time allowed for performance of the Works as specified in the contract or the extended time in accordance with these conditions shall be the essence of the Contract. The performance of the works shall commence from such time period as mentioned in contract. The consultant shall be provided on demand necessary required documents/ information and certificates/undertakings by the HITES. If the Consultant commits default in commencing the performance of the work as aforesaid, HITES shall without prejudice to any other right or remedy available in law, be at liberty to forfeit the performance guarantee absolutely.

6.2 Request for rescheduling of Mile stones and extension of time, to be eligible for consideration, shall be made by the Consultant in writing within fourteen days of the happening of the event causing delay on the prescribed form to the authority as indicated in the contract. The Consultant may also, if practicable, indicate in such a

request the period for which extension is desired.

The HITES after satisfying himself about the reasonableness of grounds, may grant extension of time as in his opinion be justified and communicate the same in writing. The decision of VP (ID), HITES shall be final and binding in this regard. Whenever such extension of time is granted, it would be without prejudice to the rights of HITES to recover the liquidated damages from the consultant. Any extension of time granted as stated above shall neither entitle the Consultant to any claim for increase in their fees nor shall it release him from any of the obligations under the said agreement.

6.3 If the work(s) be delayed by:-

- a) force majeure, or
- b) serious loss or damage by fire, or
- c) civil commotion, local commotion of workmen, strike or lockout, affecting any of the trades employed on the work, or
- d) Any delay in supplying the requisite documents and delay due to any cause beyond the control of the Consultant, or
- e) Any other cause which, in the absolute discretion of the HITES is beyond the Consultants' control. Then upon the happening of any such event causing delay, the Consultant shall immediately give notice thereof in writing to the authority as indicated in the contract but shall nevertheless use constantly his best endeavors to prevent or make good the delay and shall do all that may be reasonably required to the satisfaction of the HITES to proceed with the works.

6.4 Force Majeure

- i. War, invasion, revolution, riots, sabotage, lockouts, strikes, work shut-down imposed by Government Acts or legislature or other authorities, stoppage in supply of materials, fuel or electricity, breakdowns of machinery, act of God, epidemics, fires, earthquakes, floods, explosions, accidents, sea navigation blockades or any other acts or events whatsoever which are beyond reasonable control and which shall directly or indirectly prevent completion of the project within the time specified in the agreement, will be considered Force Majeure. The Consultants shall be granted necessary extension of time to cover the delay as caused by Force Majeure without any financial repercussions.
- ii. Should one or both parties be prevented from fulfillment of the contractual obligations by a state of force majeure, the two parties shall consult each other and decide regarding the future execution of the contract.

7. LIQUIDATED DAMAGES FOR DELAYS

If the consultant fails to maintain the required progress in terms of clause 5 or to complete the work and obtains completion certificate(s) from statutory authorities on or before the contract or extended date of completion, he shall, without prejudice to any other right or remedy available under the law to the HITES on account of such breach, pay as agreed compensation the amount calculated at the rates stipulated below as the authority specified (whose decision in writing shall be final and binding) may decide on the amount of contract value of the work for every completed day/month (as applicable)

that the progress remains below that specified in Clause 5 or that the work remains incomplete.

This will also apply to items or group of items for which a separate period of completion has been specified.

- (i) Compensation for delay of work @ 1.5 % of the consultancy fee per Month of delay to be computed On per day basis

Provided always that the total amount of compensation for delay to be paid under this Condition shall not exceed 10% of the gross consultancy Fee or of the corresponding consultancy Fee of the item or group of items of work for which a separate period of completion is originally given.

The amount of compensation may be adjusted or set-off against any sum payable to the consultant under this or any other contract with the HITES.

8. PERFORMANCE GUARANTEE

The Consultant will be required to furnish Bank Guarantee from nationalized / scheduled bank by way of Performance Guarantee in the prescribed Performa (Please refer FORM B), for due fulfillment of the Contract and shall submit after award of work and before signing of the Contract/Agreement. The Performance Guarantee shall remain valid up to 30 Months from the Date of Award.

- (i) The Consultant will be required to furnish **Performance Guarantee** of 5% (Five Percent) of the total consultancy fee payable to the consultant within the period specified in RFP. This guarantee shall be in the form of cash (in case guarantee amount Bankers cheque of any scheduled bank/Demand Draft of any scheduled bank/Pay order of any scheduled bank or Guarantee Bonds of any Scheduled Bank or the State Bank of India in accordance with the prescribed form.
- ii) The Performance Guarantee shall be initially valid up to 30 Months from the Date of Award. In case the time for completion of work gets enlarged, the consultant shall get the validity of Performance Guarantee extended to cover such enlarged time for completion of work. After recording of the completion certificate for the work by the competent authority, the performance guarantee shall be returned to the consultant, without any interest.
- iii) The HITES shall not make a claim under the performance guarantee except for amounts to which the HITES is entitled under the contract (not withstanding and/or without prejudice to any other provisions in the contract agreement) in the event of:
 - (a) Failure by the consultant to extend the validity of the Performance Guarantee as described herein above, in which event the HITES may claim the full amount of the Performance Guarantee.
 - (b) Failure by the consultant to pay HITES any amount due, either as agreed by the consultant or determined under any of the Clauses/Conditions of the agreement, within 30 days of the service of notice to this effect by HITES.
- iv) In the event of the contract being determined or rescinded under provision of any of the Clause/Condition of the agreement, the performance guarantee shall stand forfeited in full and shall be absolutely at the disposal of the HITES.

9. FORFEITURE OF PERFORMANCE GUARANTEE

In case the consultant fails to complete the work, HITES, without prejudice to rights and remedies available under the contract, shall forfeit and encash the Performance Guarantee Amount and credit it to HITES.

In case the bank goes in liquidation or for any reason is unable to make payment against the said Bank Guarantee the loss caused thereby shall be borne by the consultant. The consultant forthwith, on demand from HITES, shall make good the deficit.

10. SECURITY DEPOSIT

The consultant whose tender(s) may be accepted (hereinafter called the Consultant) shall permit the HITES at the time of making any payment to him for work done under the contract to deduct a sum at the rate of 5% of the gross amount of each running bill will amount to Security Deposit of 5% of the contract value of the work. Such deductions will be made and held by the HITES by way of Security Deposit unless he/they has/have deposited the amount of Security at the rate mentioned above. The consultant shall forthwith on demand furnish additional security to the HITES to make good the deficit.

All compensations or the other sums of money payable by the consultant under the terms of this contract may be deducted from, or paid by the sale of a sufficient part of his security deposit or from the interest arising there from, or from any sums which may be due to or may become due to the consultant by the HITES on any account whatsoever and in the event of his Security Deposit being reduced by reason of any such deductions or sale as aforesaid, the consultant shall within 10 days make good in cash tendered by the State Bank of India or by Scheduled Banks (if deposited for more than 12 months) endorsed in favour of the HITES, any sum or sums which may have been deducted from, or raised by sale of his security deposit or any part thereof. The security deposit shall be collected from the running bills of the consultant at the rates mentioned above.

The security deposit as deducted above can be released against bank guarantee issued by a scheduled bank, on its accumulations to a minimum of Rs. 5 lac subject to the condition that amount of such bank guarantee, except last one, shall not be less than Rs. 5 lac. Provided, further, that the validity of bank guarantee shall be upto the completion of the project & final settlement of the accounts.

11. DETERMINATION AND RESCISSION OF AGREEMENT

11.1 The HITES without any prejudice to their right against the Consultant in respect of any delay by notice in writing, may absolutely determine the contract in any of the following conditions:-

- i) If the Consultant, being a firm/company shall pass a resolution or the court shall make any order that the firm/company shall be wound up or if a receiver or a manager on behalf of the creditor shall be appointed or if circumstances shall arise which entitle the court to appoint a receiver or a manager or which entitles the court to make up a winding order.
- ii) If the Consultant commits breach of any of the terms of agreement.

11.2 When the Consultant has made himself liable for action under any of the clauses aforesaid, the HITES shall have power:

- a) To rescind the agreement and forfeited the Performance Guarantee submitted by the consultant absolutely.
- b) To engage another Consultant to carry out the balance work debiting the Consultant the extra amount, if any, so spent for getting the balance work done. This amount would be in addition to the recovery of liquidated damages under Clauses 7 herein above.

11.3 In any case in which any of the powers conferred upon the HITES under this clause, shall have become exercisable and the same are not exercised, the non-exercise thereof shall not constitute a waiver of any of the conditions hereof and such powers shall notwithstanding be exercisable in the event of any future case of default by the Consultant and the liability of the Consultant for compensation shall remain unaffected.

12. SUB-CONTRACTING & SUB-CONSULTANT

12.1 The Consultant shall not subcontract whole of the work. The Consultant shall not subcontract any part of the work without notifying and obtaining prior approval from the HITES.

12.2 The Consultant shall indicate the name of sub-consultants for various services like structural designs and labs designs with their organization details, qualification and experience of the main personals and shall obtain prior approval of the HITES before their engagement for the consultancy. Such Sub consultant approved by HITES shall be associated from the preliminary drawing stage to the final design work. However, the consultant shall be fully responsible for the correctness and accuracy of the designs prepared by sub-consultants and shall indemnify the HITES for damage or loss caused due to any negligence of sub-consultant(s). The copy of the agreement between sub-consultant and the consultant shall be submitted to the HITES and in case the fees agreed between consultant and sub consultant are not paid to the sub-consultant in time as per agreement between them, the HITES shall have a right to recover the disputed amount payable to the sub-consultant from the consultant's bills and shall keep the disputed amount in deposit till such time the dispute is resolved.

13. PROOF CHECKING OF STRUCTURAL DESIGNS

The Consultant shall get the design proof checked through any IIT/NIT or any agency nominated by the HITES. The Consultant shall carry out any correction/ modifications as suggested by the said agency. The suggestions of the proof checking agency shall be binding on the Consultant.

14. PROJECT MONITORING COMMITTEE

The progress of the assignment shall be reviewed by a Project Monitoring Committee constituted by the HITES/Client. The Project Monitoring Committee shall be responsible for day to day monitoring of the Project. The Project Monitoring Committee shall conduct monthly periodic reviews for the performance of the Consultant and report the same to the HITES. The Consultant shall comply with the instructions of the committee and the same shall be bound on him.

15. CONSULTANTS SITE VISITS DURING PLANNING, EXECUTION/COMPLETION STAGE

The Consultant shall maintain a "Project Team" in his office consisting of adequate key personnel during the construction phase and render advice to the HITES and the Implementing Agency as and when called upon.

During planning (pre-construction) the Consultant and his team shall visit the site as per requirements. Also, during execution and post construction, the consultant and his team shall visit as and when required depending upon the execution of works.

16. QUALITY ASSURANCE

The Consultant shall ensure quality in his work. The documents and design/ drawings prepared by the Consultant shall correspond to the best practices w.r.t the required consultancy services.

17. OWNERSHIP OF THE DESIGNS AND DRAWINGS

All copyright and other proprietary rights in the Works shall vest and stand assigned to HITES and HITES shall consequently own, absolutely and exclusively on a worldwide basis, the whole of property, rights, title and interest including all copyright in the Works, present or future, vested or contingent, generally and without limitation, for the whole term of the copyright, including the right to modify and/or make any alterations to the Works and all the above rights shall not lapse even if such rights are not exercised by HITES during the terms of the copyright and the Consultant shall be required/ obliged to execute any deeds/documents, as may be required or considered necessary, by HITES to give effect to and secure the abovementioned rights of HITES in the Works. For the purpose of this clause, the term "Works" shall include all "works" covered by the copyright 1957 including the design, documents prepared by the Consultant at the inception of, during the course of and until the completion of the Project and also includes any work created directly or indirectly in the performance of the obligations of the Consultant in connection with the Project.

The Consultant shall not use or allow anyone to use these drawings, designs, documents and software without the prior written permission of the HITES and any such act without the permission of the HITES shall constitute violation of Intellectual Property Rights.

All these drawings shall become the property of the HITES and he shall have the right to use the same anywhere else. In that event, the HITES shall pay a royalty to the Consultant on mutually acceptable basis. Such drawings and designs shall not be issued to any other person firm or authority or used by the Consultant for any other project. No copies of any drawings or documents shall be issued to anyone except the HITES and/or his authorized representatives.

18. ADDITIONS AND ALTERATIONS

- a. The HITES shall have the right to request in writing for changes, additions, modifications or deletions in the design and drawings or any part of the work and to request in writing additional work in connection therewith and the consultant shall comply with such request.
- b. In the event of changes, alterations are due to Consultant's own commission and/or discrepancies including changes required for meeting the requirements of bye laws & BIS codes and specifications for design of buildings and their services and due

changes required by consultants of all internal, external utilities and services, the Consultant shall not be compensated for such changes / alterations etc. The decision of the HITES shall be final on whether the deviations and additions are substantial as requiring any compensation to be paid to the Consultant. However, for the minor modification or alteration which does not affect the entire design/planning etc., no amount will be payable.

- c. If it is found after call of tenders that the acceptable tender is not within the amount sanctioned, the Consultant may be required, if so desired by the HITES, to make suitable alternative specifications for certain items of work to bring down the costs so that expenditure do not exceed the Preliminary Estimate by more than 5%. The consultant shall not be paid anything extra for such modification. If the HITES is convinced that the trend of market rates is such that work cannot be done within the amount of approved estimate, the Consultant shall submit a revised estimate expeditiously for obtaining revised approval.
- d. The consultant shall not make any deviations, alterations, additions, to or omissions from the work shown/described and awarded to the contractor except through and with proper approval of the HITES in writing.

19. ABANDONMENT OF WORK

- e. That if the consultant abandons the work for any reason whatsoever or becomes incapacitated from acting as Consultant as aforesaid, the HITES shall forfeit/ encash the Performance Guarantee and the decision of CEO, HITES shall be final and binding. The HITES shall be at liberty to make full use of all or any of the drawings prepared by the Consultant. The Consultant shall also be liable to refund all the fees paid to him up to date plus such damages as may be assessed by the HITES (Decision of CEO shall be final and binding) subject to a maximum of 10% of the total fee payable to the consultant under this agreement including the recovery of liquidated damages under clause No. 4 herein above.
- f. Provided, however, that in the event of the termination of the agreement under proper notice as provided in the contract agreement, the Consultant shall be liable to refund any excess payment made to him over and above which is due to him in accordance with the terms of this agreement, for the services rendered by him till the date of termination of contract agreement.

20. Professional Liabilities / Indemnity Insurance

The consultant is required to indemnify HITES against losses and damages incurred by the HITES through the acts of the consultant and shall take out and maintain a Professional Indemnity Insurance Policy, for a sum of equivalent to 25% the total consultancy fee payable to the consultant based on estimated cost of the work, as per estimated cost, with a Nationalized Insurance Company or any other recognized Insurance Company by paying a requisite premium. The Professional Indemnity Insurance Policy shall be effective from the date of release of deliverables as at Sl. No. 8 detailed under para 5.2 (Milestones) and shall be valid up to actual completion of work.

21. GUARANTEE

- a. Consultant shall guarantee that the Services as specified/described under the scope of work in this Agreement, and technical documents to be developed by Consultant

- shall be in accordance with sound and established engineering practices, using Indian Codes and Regulations and wherever applicable, International Standards, for the purpose(s) specified, free from defects and suitable for respective uses intended.
- b. The Consultant shall be liable to HITES for the performance of services in accordance with the provision of this Agreement and for loss suffered by HITES as a result of default of the Consultant in such performance.
 - c. The consultant shall agree to redesign at his cost any portion of his engineering and design work, which due to his failure to use a reasonable degree of skill shall be found defective within two years from the date of start of regular use of the portion of the work affected. The HITES shall grant right of access to the consultant, of this portion of the work claimed to be defective for inspection.
 - d. The HITES may make good the loss by recovery from the dues of the consultant in case of failure to comply with the above clause.

22. GENERAL

- i. The Consultant shall be fully responsible for the technical soundness of the work including those of specialists engaged if any, by him and also ensure that the work is carried out generally in accordance with drawings, specifications and his conception. Any deviations, if noticed by the consultant, should be brought to the notice of the Project-in-Charge immediately.
- ii. The HITES will have the work of Consultant and/or his sub-consultants supervised/inspected at any time by any officer, check estimates and designs.
- iii. The Consultant shall be responsible for designs of structures and all provisions/ services of the work entrusted to him so as to satisfy the BIS & other Design standards/ requirements.
- iv. The Consultant hereby agrees that the fee to be paid as provided herein, in the contract agreement, will be in full discharge of functions to be performed by him and no claim whatsoever shall be made against the HITES in respect of any proprietary rights or copy right on the part of any other party relating to plans, models and drawings.
- v. The consultants shall indemnify and keep indemnified the HITES against any such claims and against all costs and expenses paid by the HITES in defending himself against such claims.
- vi. The consultant hereby agrees that the HITES shall have the right to take out any of the activities, which in the opinion of the HITES is not being performed by the consultant with due diligence, and within the agreed time schedule, and which can be performed independently. The fees or the expenses incurred shall be debited to the consultant.
- vii. **Maintenance of Record:** The consultant is required to maintain all records related to the project for a minimum period of 4 years after the issuance of Certificate of Virtual Completion.

23. ARBITRATION

All disputes or differences whatsoever arising between the parties to this contract shall be settled by arbitration. Claims / counter claims to be arbitrated upon shall be referred to a sole Arbitrator, to be appointed by the CEO, HITES Ltd. The award made in pursuance thereof shall be binding on both the parties. Such arbitration shall be governed by the Indian Arbitration and Conciliation Act 1996.

It is hereby further agreed between the parties that the stamp duty payable under

the law in respect of this agreement shall be borne by the Consultant.

Any clarifications, amendments issued before the last date of submission of the bids, letters of negotiations with successful bidder and the LOA, etc. deemed to form and be read in conjunction with this agreement and construed as part of this agreement

**In witness whereof the parties hereto have set their hands and seals the----- day of --
----- above written.**

For and on behalf of the **Consultant**

For and on behalf of the **HITES**

Signature of the authorized official
Name of the official
Stamp/Seal of the Consultant

Signature of the authorized official
Name of the official
Stamp/Seal

SIGNED, SEALED AND DELIVERED

By the said

By the said

_____ Name

_____ Name

_____ on behalf of the Consultant in the presence of:

_____ on behalf of the HITES in the presence of:

Witness _____

Witness _____

Name _____

Name _____

Address _____

Address _____

SALIENT FEATURES OF CONSULTANCY WORK

A. PRELIMINARY DRAWINGS:

- a) The site plan shall and remaining drawings like floors and terrace plans, elevations and sections etc. shall be prepared in the required scale.
- b) All Required sections shall be prepared.
- c) Brief specifications to be followed for preparing preliminary estimates shall be finalized in consultation with the HITES.

B. WORKING DRAWINGS:

- i. All floors plans, Terrace plans, elevations and wall sections shall be in required Scale.
- ii. Plans and sections of toilets, kitchens, pantry, fixtures like counters, flooring, tiles etc. shall be in required Scale.
- iii. Full / half scale for details of doors, windows, grills etc. including their fixing arrangements.
- iv. Large scale details of special areas like floor tile patterns, features, reflected ceiling plans shall also be supplied if needed.
- v. Plans, elevations, sections and other details of fixed furniture required Scale.
- vi. Internal elevations (if required) shall be supplied.
- vii. Landscape plans and details including parking, planters, roads, horticulture, site drainage, river training works, sewerage and lighting details and Layout of other underground services are to be provided on approved scale.
- viii. Details of sports facilities such as swimming pool, court (both indoor & outdoor) play areas, walking tracks etc. shall be detailed to meet the national standards, health standards and safety standards etc.
- ix. Internal and external services drawings like sewerage, water supply and storm water drainage scheme as per Municipal Corporation norms / existing bye-laws of the area are to be provided on approved scale. Typical fixture arrangement details shall be on the required Scale.
- x. In general, Scales of drawings shall confirm to BIS standards IS 10713 (Equivalent Standard ISO 5455 – 1979). The objective is that the scale to be chosen for drawing shall be such a scale so as to clearly depict the complexity of the object & purpose of representation.

C. STRUCTURAL ANALYSIS AND STRUCTURAL DRAWINGS:

- a. As per preliminary drawings, tentative structural arrangement of the structure shall be decided in consultation with HITES, leading to preparation of working drawings. Due consideration shall be given in deciding expansion Deputies from seismic consideration as per IS 4326 and other relevant codes.
- b. Analysis and design of the structure on the basis of approved working drawings shall be done on the latest software package of STAAD (latest version) or approved equivalent. However provisions in various latest BIS codes namely IS 456, IS 1893, IS 4326, IS 13920 etc. shall be over riding the package's output.
- c. Structural drawings showing reinforcement detailing and Bar Bending Schedule shall be prepared as per latest SP: 34(S&T) from BIS and in consultation with HITES. All

over riding conditions prescribed by IS 13920 or by any other BIS Code shall be taken into account while preparing the structural drawings.

- d. The consultant shall obtain proof checking of the designs and drawings from IIT/ regional engineering college/expert structural engineering institute/ consultant nominated by HITES. The fee for proof checking shall be deposited by the consultant who shall be reimbursed on actual basis on submitting the payment receipt. The reimbursement of payment shall be made to the consultant on obtaining completion of proof checking of structural designs and drawings from the approved institute.

D. PLUMBING/ ELECTRICAL/ FIREFIGHTING / HVAC DRAWINGS:

- i. All drawings shall be on required scale and should clearly indicate legend Index.
- ii. Single line diagrams shall be in variably provided for Electric Circuits, Plumbing, Firefighting and Fire Alarm System along with detailed working drawings.

E. SUPPLY OF DRAWINGS

All the estimates, bill of quantities, detailed designs with calculations, and any other details envisaged under this agreement shall be supplied as per requirement. All Architectural drawings and details of services/utilities (internal and external) shall be supplied by the Consultant as per requirements of local bodies and other authorities. HITES shall be supplied with required sets of such drawings along with one reproducible copy in A-1 size. If there is any revision of any detail in any drawing for any reason whatsoever, same number of drawings shall be reissued after such corrections without any extra charge. The consultant shall submit required number of sets of completion drawings and other details to local authorities and obtain completion certificates. Required sets of drawings and other details of completion plans shall be supplied to the HITES.

FORMAT FOR FINANCIAL OFFER

(On the letter head of the Company)

Date:

To,

Vice President (ID), HITES LTD.**B-14 – A, Sector – 62****NOIDA – 201307 (U.P)**

Sub.: **Offer for** “Providing Comprehensive Architectural & Engineering Services to HITES as Backup Consultant for Setting up of About 500 bedded add on Cardiac Hospital in India”

Dear Sir / Madam:

Being duly authorized to represent and act on behalf of, and having reviewed and fully understood all the requirements of bid submission provided vide the EOI & RFP document dated Pertaining to the above mentioned work, we hereby provide our Financial Proposal for providing Comprehensive Architectural & Engineering Consultancy Services for this Project.

Total consultancy Fees as a percentage of the approved estimated cost of the work or the actual construction cost of the project, whichever is minimum, covering the scope of work including civil works, electrical works, HVAC, Lifts etc., subject to the rendering timely and satisfactory services.	____% Only _____ ____ (In words)
Total fees mentioned above shall also be bifurcated in the following subheads:	
1. ARCHITECTURAL	
2. STRUCTURAL	
3. SERVICES (PHE, Electrical, HVAC, FF, Lifts, Medical Gases , BMS, Modular OT & other services etc.)	
4. GREEN BUILDING	
Total	
<i>(This fee shall be inclusive of all the direct and indirect taxes including Service Tax, Duties / CESS etc. to be paid by the consultant).</i>	

We agree to bind by this offer if we are the selected as consultant for this project.

For and on behalf of :

Signature :

Name of the Person :

Designation :

Instructions:

1. No conditions should be attached.
2. In case of difference between the words and figures, words would prevail.

(Should be given in a sealed envelope).