

Expression of Interest
for
Empanelment of Consultants
for
Comprehensive Architectural Services
(March 2015)



HLL LIFE CARE LIMITED
(A Government of India Enterprise)
B – 14 – A, Sector 62, Noida – 201307 (U.P)
Phone No.: 0120-4071500,
Fax No.: 0120-4071627
www.lifecarehll.com

TABLE OF CONTENTS

Sr. No.	Items	Page No.
1.	Invitation of Expression of Interest	2
2.	Introduction / Background	3
3.	Empanelment of Architects General	4
4.	Eligibility	4
5.	Categories of Empanelment	5
6.	Instructions & Guidelines for Submission of Application Form for Empanelment of Architects	6
7.	Conflict of Interest	10
8.	Evaluation Criteria	11
9.	Application Form for Empanelment	12
10.	Annexure-I Organizational details	13
11.	Annexure-II Details of Directors/Partners/Proprietors	14
12.	Annexure-III List of Architectural Consultancy Assignments Completed in Last 5 Years	15
13.	Annexure-IV List of Medical Architecture Projects Completed & In progress in last 5 years	16
14.	Annexure-V List of Major Architectural/Consultancy Projects/ Assignment in progress.	17
15.	Annexure-VI Financial Status	18
16.	Annexure-VII List of Award Winning Entries (During Last Five Years)	19
17.	Annexure-VIII List of Consultants Associated on Regular Basis	20
18.	Annexure-IX List Of Works for which GRIHA /International Ratings for Green Buildings Earned	21
19.	Annexure-X List of International Works	22
20.	Annexure-XI List of equipment available with the firm	23
21.	Annexure –XII-Affidavit	24
22.	Annexure – XIII Format for Power of Attorney for Authorized Signatory of Consortium Member	25
23.	Annexure XIV Format for Power of Attorney to Lead Member of Consortium	26

HLL Lifecare Limited
INVITATION OF EXPRESSION OF INTEREST (EOI)
FOR EMAPNELMENT OF ARCHITECTS

Infrastructure Development Division of HLL Lifecare Limited (A Govt. of India Enterprise) invites EOI from eligible Architects/ Architectural Firms for providing Comprehensive Architectural Services for their various Healthcare, Institutional and other Infrastructure development projects for various categories.

The proposals duly completed as per prescribed format alongwith processing charges must reach on or before 24.04.2015 up to 17.00 hours in the office of VP (ID), Infrastructure Development Division, HLL Lifecare Limited, B-14-A, Sector – 62, NOIDA – 201307 (U.P).

The Architects already empaneled may also submit their applications afresh. The detailed EOI with Annexures may be obtained from website www.lifecarehll.com.

VP (ID)
HLL Lifecare Limited

Introduction / Background

A. HLL Lifecare Limited

1. HLL Lifecare Limited (HLL) is a Mini Ratna Central Public Sector Enterprise, under the administrative control of Ministry of Health & Family Welfare, Government of India. HLL is a multi-product, multi-division organization with a wide range of healthcare products and services, with presence in more than 115 countries. HLL purpose of business is providing quality healthcare products and services at affordable prices. HLL's range of products includes contraceptives, hospital products and diagnostic kits. Its range of services includes Infrastructure Development, Procurement Consultancy, Diagnostics Service and Facility Management. HLL is positioned as a total healthcare solution provider which caters to a well-being of the society at large.
2. **Infrastructure Development Division (IDD) of HLL Lifecare Limited** is a premier consultancy organization for the development of Healthcare and allied infrastructure facilities.
3. The division is committed to:
 - (a) Providing comprehensive consultancy services in healthcare sector
 - (b) Setting up world class healthcare facilities by providing innovative solutions to infrastructure development.
 - (c) Maintaining high quality standards and performance
 - (d) Providing state-of-the-art healthcare facilities
4. The Infrastructure Development Division (IDD) is actively engaged in development of several Healthcare infrastructure projects in the Country. IDD provides comprehensive consultancy services in the Infrastructure Development sector. IDD has executed Infrastructure Development projects including Design, Engineering and Civil works as Project Management Consultants / EPC Developer and Construction Agency to the Government of India (mainly; Ministry of Health & Family Welfare), State Governments, other Govt. agencies such as ESIC (under Ministry of Labour), NRHM

(under various state Govts.), NACO, IPC, IMPCL. IDD mostly undertakes Institutional & Healthcare Infrastructure Development Projects. IDD's expertise and experience in providing comprehensive solution to all healthcare related infrastructure initiatives make it a leader in this field.

B. Empanelment of Architects

General

- a. HLL Lifecare Limited invites Expression of Interest for Empanelment of Architects/ Architectural Firms under different categories for providing Architectural services for their various Healthcare, Institutional, and other infrastructure development projects.
- b. The scope of work includes but is not limited to site evaluation / assessment, preparation of feasibility reports including site survey and soil investigation, preparation of concept / master plan, preparation of detailed architectural and structural design, preparation of DPR, preparation of preliminary / working / GFC drawings, preparation of tender documents, BOQ and detailed specifications, planning and design of services including MEP / HVAC, lifts/elevators, fire detection, fire protection and security system, interior designs, landscape architecture, planning and designing of medical gas system, nurse call system, operation theater/modular operation theater, hospital waste management system, integrated building management system, STP, WTP, selection of material / approval of samples, periodic inspection and evaluation of works, check and approve shop drawings submitted by contractors, signage's plan, obtaining statutory approvals from authorities/local bodies, obtaining NOC of municipal / local bodies, submission of 'as built drawings', and obtaining completion certificates from statutory authorities.

C. Eligibility

- a. The term "ARCHITECT" shall mean any person, who at the time of his application is registered with the Council of Architecture under the Architects- Act-1972.

Where the expression of Interest is made by a team, its leader shall be an "ARCHITECT" and where the application is made by a firm, all of its Partners/Directors shall be "ARCHITECTS". The applicant should be in the architectural consultancy business in the present name and style for a period of minimum 5 years ending the last date of the month previous to the one in which applications are invited for empanelment viz. **28.02.2015**

- b. Single Firm / or the Lead member of consortium of firms shall have a demonstrable track record of rendering architectural concept/ design/ preparing and developing Master Plan etc.. for a Healthcare infrastructure projects. Foreign Architect / Architectural firm shall be in partnership with Indian architect, and fiduciary relationship between the two entities shall be in consonance with prevailing Indian Laws and shall be made available before the time of award of work by HLL.
- c. The lead member must be registered with the Council of Architecture, India

D. Categories of Empanelment

1. The ARCHITECTS will be empanelled in following categories, based on their experience and number and types of projects of the relevant field handled by them:

<u>Sl. No.</u>	<u>Category</u>	<u>Financial limit of project</u>
1.	A.	Project with estimated cost above Rs.200 Crores
2.	B.	Project with estimated cost above Rs.100 Crores to Rs.200 Crores
3.	C.	Project with estimated cost above Rs.50 Crores to Rs.100 Crores
4.	D.	Project with estimated cost above Rs.25 Crores to Rs.50 Crores
5.	E.	Project with estimated cost above Rs.10 Crores to Rs.25 Crores
6.	F.	Project with estimated cost upto Rs.10 Crores

2. HLL reserves its right to allow the empanelled Architects in any category to bid for the works in next lower/higher category in specific cases on need basis.
3. A nonrefundable processing fee of Rs. 10000/- (Rupees Ten Thousand only) should be enclosed with all applications by DD, in favour of HLL Lifecare Limited payable at New Delhi / NOIDA. Applications not accompanied with processing fees, shall be summarily rejected.

E. Instructions & Guidelines for Submission of Application Form for Empanelment of Architects

1. Empanelment documents shall be downloaded from our website at www.lifecarehll.com.
2. **The Architects/ Architectural firm already applied in previous advertisement dated 29.03.2014 should also submit their applications afresh. However, they are not required to submit the processing fee of Rs 10,000/- (Rupees Ten Thousand only) again.**
3. Application form for empanelment shall be submitted in sealed envelope superscribing **“Application for Empanelment of Architects” (Category to be mentioned)**, on or before **24.04.2015** up to 17.00 hours in the office of VP (ID), Infrastructure Development Division, HLL Lifecare Limited, B-14-A, Sector – 62, NOIDA – 201307 (U.P).
4. The application shall be accompanied with Bank Solvency Certificate & other requisite documents, submitted only as per the enclosed format (s) along with Annexure I to XIV, Self-attested documentary proof(s) in respect of the details furnished in the application form shall be submitted along with the application. The intending candidates shall also submit the list of such projects where due to any disputes litigation/arbitration was invoked and or the consultancy services were abandoned/suspended by the architect(s). Suppression of any information in this regard may lead to cancellation of empanelment of the Firm/Architect(s) concerned,

if such information comes to the notice of HLL after empanelment. Incomplete applications will be summarily rejected.

5. The application shall be signed by the authorized person (s) of the firm. All pages of the documents shall be signed / sealed.
6. In case an application is found suitable for empanelment in category lower than the one applied for, the empanelment may be done in the eligible category in respect of such candidate(s).
7. Architect(s)/Firms who are functioning with two or more separate firms viz. individual firms and/or joint venture firms with one or more common partners and who wish to apply for empanelment for all the firms as per eligibility criteria are required to submit separate applications for individual as well as joint venture firms. However, in such case if all the individual as well as joint venture firms are empanelled then for particular project(s) only one i.e either the individual or the joint venture firm shall be considered for participation in the bidding process it shall be the sole discretion of HLL to whether to consider the individual or the joint venture firm if both meet the eligibility criteria.
8. HLL reserves the right to accept or reject any application or cancel this empanelment process without assigning any reason or incurring any liability thereof
9. HLL is not bound to invite bids for all the works from the empanelled Architects only
10. HLL reserves the right to invite bids for any work only from the shortlisted empanelled Architects under different categories.

Category	Architectural Consultancy provided No. of Projects / Works and Value during last five years
A.	At least one completed Project/ work of value more than Rs.200 Crores. Or Two completed Projects/works each of value not less than Rs.100 Crores Or Three completed Projects/works each of value not less than Rs.80 Crores.
B.	At least one completed Project/work of value more than Rs.100 Crores. Or Two completed Projects/works each of value not less than Rs.50 Crores Or Three completed Projects/works each of value not less than Rs.40 Crores.
C.	At least one completed Project/work of value more than Rs.50 Crores. Or Two completed Projects/works each of value not less than Rs.25 Crores. Or Three completed Projects/works each of value not less than Rs.20 Crores.
D.	At least one completed Project/work of value more than Rs.25 Crores. Or Two completed Projects/works each of value not less than Rs.12.50 Crores. Or Three completed Projects/works each value not less than Rs.10 Crores
E.	At least one completed Project/work of value more than Rs.10Crores. Or Two completed Projects/works each of value not less than Rs.5 Crores Or Three completed Projects/works each value not less than Rs.4 Crores
F.	At least one completed Project/work of value more than Rs.5Crores. Or Two completed Projects/works each of value not less than Rs.2.5 Crores Or Three completed Projects/works each value not less than Rs.2Crores

11. The value of executed works shall be brought to current costing level by enhancing the actual value of work at simple rate of 7 % per annum; calculated from the date of completion to the last date of receipt of applications for empanelment.

12. The empanelment shall be valid for a period of 3 (three) years. This validity period may however be modified at the discretion of HLL Lifecare Ltd.
13. Applicants who have successfully provided Comprehensive Architectural Consultancy Services for Works / Projects of values mentioned above, during the last 5 years and fulfill specified minimum criteria shall be eligible to apply.
14. Since the company is in the business of development of Healthcare Infrastructure, experience in Medical Architecture is desirable.
15. Architect(s)/Firms having experience in designing Green Buildings as per GRIHA norms or equivalent recognized international norms should give details of such works carried out by them in the last five years.
16. HLL is committed to provide world Class healthcare and related infrastructure in the country, Architects having international experience should highlight this aspect clearly with details and testimonials for such works carried out by them at international level.
17. The Application should be on the prescribed form. All Annexures duly completed should be submitted. The Annual turnover of the firm and profit and loss statement by way of Professional Fees for Architectural Consultancy for the last three years, duly audited by a Chartered Accountant, should be submitted. Certified copies of Award letters, completion certificates etc should be enclosed.
18. Summary of regular/permanent professional employees and key Personnel including the nature of specialization, qualifications and experience should be enclosed along with certificates.
19. Applicants should give an undertaking certifying that the firm has not been blacklisted by any Govt. /Local bodies/PSUs.

F. Conflict of Interest

1. HLL Lifecare Limited requires that consultants should provide professional, objective and impartial advice and at all times hold the client's interest paramount, strictly avoid conflicts with other Assignment/jobs or their own corporate interests and act without any consideration for future work. The consultant and any of their affiliates shall be considered to have a conflict of interest and shall not be hired under any of the circumstances given below:
 - a. Conflicting activities or assignment i.e. providing goods or works or assignment other than consulting assignment
 - b. Conflicting relationship i.e. business/relationship with a member of client's staff involved in the job.
 - c. The bidder shall not employ any staff from current or past or retired employees of MoHFW/ HLL in any capacity unless such employee has completed at least one year post retirement/resignation or has obtained N.O.C from the concerned departments.
 - d. The consultants shall be required to observe the highest standard of ethics during rendering of professional services.
2. Empanelled Architectural Consultants would be entitled to bid for Architectural Consultancy works in HLL Lifecare Limited and work shall be awarded to successful bidder on General Terms and Conditions of the bid.
3. Last date of submission of completed Application form 24.04.2015 up to 17.00 hours
4. Incomplete Applications will be summarily rejected HLL reserves the right to accept or reject any application without assigning any reason.

G. Evaluation Criteria

1. The applications qualifying the initial criteria shall be evaluated by scoring method as detailed below:

a. Technical Staff Strength (Annexure-I & II)	:	15 Marks
b. Experience of work during last five years (Annexure-III)	:	25 Marks
c. Experience of work in Medical Architecture during last five years (Annexure-IV)	:	20 Marks
d. Current works in hand (Annexure-V)	:	10 Marks
e. Financial turnover (Annexure-VI)	:	05 Marks
f. Award winning Projects (Annexure-VII)	:	05 Marks
g. Profile and experience of associated consultants (Annexure-VIII)	:	10 Marks
h. GREEN building for which GRIHA/ International standards rating earned (Annexure IX)	:	05 Marks
i. International Level Projects done(Annexure X)	:	05 Marks
Total	:	<u>100 Marks</u>

2. The marks shall be decided by a duly constituted Committee on the basis of predetermined criteria and where it is not possible to do so, based on their own judgment. The evaluation carried out by the said Committee shall be final and binding.

3. Submission of satisfactory completion certificate form previous clients would assist the committee in evaluation. Architects are request to submit such certificate in their own interest, if possible.

4. HLL Lifecare Limited reserves the right to modify the criteria and take own decision if so required.

5. Only those applicants who secure a minimum of 60% marks in each criterion except para f, g, h & i of Evaluation Criteria as above and secure overall score of 75% shall be empanelled. However, the parameters shall carry weightage as per Evaluation Criteria above.

=====****=====

APPLICATION FORM FOR EMPANELMENT

INFORMATION TO BE FURNISHED BY THE APPLICANTS

Category of work applied for : Empanelment of Architects Category – (Please specify category)		
Sl. No.	Particulars	Details
1.	Name of Organization	
2.	Address	
	Mobile No.	
	Telephone No.	
	Fax No.	
	E-mail ID	
3.	Organization Details	To be filled as per Annexure-I
4.	Details of Directors / Partners /Proprietors	To be filled as per Annexure-II
5.	List of Architectural Consultancy Assignments undertaken in last 5 years	To be filled as per Annexure-III
6.	List of Medical Architectural Projects completed/ in progress	To be filled as per Annexure-IV
7.	List of Major Architectural/Consultancy Projects/ Assignment in progress.	To be filled as per Annexure-V
8.	Financial Status	To be filled as per Annexure-VI
9.	List of permanent professional Employees and Key Personnel mentioning their specialization, qualifications, experience and association with the firm	Self-certified copies to be enclosed
10.	List of award winning entries (during last five years)	To be filled as per Annexure-VII
11.	List of consultants associated on regular basis	To be filled as per Annexure-VIII
12.	List of works for which GRIHA /International ratings for Green buildings	To be filled as per Annexure-IX
13.	List of International works	To be filled as per Annexure-X
14.	List of equipment & software available with the firm	To be filled as per Annexure-XI
15.	Affidavit	To be filled as per Annexure-XII
16.	Format for Power of Attorney for Authorized Signatory of Consortium Member	To be filled as per Annexure-XIII
17.	Format for Power of Attorney to Lead Member of Consortium	To be filled as per Annexure-XIV

Annexure-I

ORGANIZATIONAL DETAILS

Sl. No.	Parameter	Details
1.	Organizational Set-up: <ul style="list-style-type: none"> - Year of Establishment - Status of Firm (Proprietorship/Partnership/Any other) - Name of Directors/Partners/Proprietors - Empanelment with Govt. Organizations (Mention names along with copies of Certificates) 	To be filled as per Annexure-II
2.	Staff Strength <ul style="list-style-type: none"> - Architects (nos.) - Structural Engineers (nos.) - Civil Engineers (nos.) - Plumbing / sanitary engineers - Electrical Engineers (nos.) - Environmental Engineers (nos.) - HVAC Engineers (nos.) 	
3.	Proof Checking arrangement	Details of tie-up if any to be given
4.	Details of Office Automation	
5.	ISO Certification	
6.	Outsourcing jobs <ul style="list-style-type: none"> - Structural Design - Plumbing, Sanitary & water supply - Electric Schemes & Design - Fire Fighting and fire detection - Environmental - Air conditioning - Mechanical - Any other 	Details of sub-consultants (if any) to be given

Signature of the applicant
Name & Designation

Place:

Date:

Annexure-II

DETAILS OF DIRECTORS/PARTNERS/PROPRIETORS

Sl. No.	Name of Partners/Directors / Proprietors	Academic Qualifications	Designation	Address / Phone / Fax / e-mail

**Signature of the applicant
Name & Designation**

Place:

Date:

Annexure-III

**LIST OF ARCHITECTURAL CONSULTANCY ASSIGNMENTS
COMPLETED IN LAST 5 YEARS**

Sl. No	Name of Work / Project with address	Short description of Architectural / Consultancy assignment	Name and address of Owner / Client	Value of Work/ Project	Date of Start of Work/Project		Date of Completion of Work/ Project		Bonus/ Liquidated damages if any imposed on consultant	Any other Relevant Information
					Stipulated	Actual	Stipulated	Actual		

Note:

The list of Works/Project mentioned should be substantiated with documentary evidence such as work orders and completion certificates in the absence of which the application is liable to be rejected.

Signature of the applicant

Annexure-IV**LIST OF MAJOR MEDICAL ARCHITECTURAL PROJECTS COMPLETED/ IN PROGRESS**

Sl. No	Name of Work / Project in Progress with Address	Short description of Architectural Consultancy	Name and address of Owner	Value of Work/Project executed	Date of Start of Work/Project	Stipulated time of Completion	Status of work	Expected date of completion	Any other relevant information

Note:

The list of Works/Project mentioned should be substantiated with documentary evidence such as work orders etc. in the absence of which the application is liable to be rejected.

Signature of the applicant

Annexure-V

LIST OF MAJOR ARCHITECTURAL/CONSULTANCY PROJECTS/ASSIGNMENTS IN PROGRESS

Sl. No	Name of Work / Project in Progress with Address	Short description of Architectural Consultancy	Name and address of Owner	Value of Work/Project executed	Date of Start of Work/Project	Stipulated time of Completion	Status of work	Expected date of completion	Any other relevant information

Note:

The list of Works/Project mentioned should be substantiated with documentary evidence such as work orders etc. in the absence of which the application is liable to be rejected.

Signature of the applicant

Annexure-VI**FINANCIAL STATUS**

Sl. No.	Financial year	Turnover (in Rs.Lacs)	Profit / loss (-)
1.	2011-2012		
2.	2012-2013		
3.	2013-2014		

Note:

**Certified copies of audited Balance Sheets/IT Return/Chartered Accountants
Certificates to be enclosed.**

**Signature of the applicant
Name & Designation**

Place:

Date:

FINANCIAL STATUS (For Consortium)**(Rs. In lacs)/ US dollars**

Financial Year	Financial turnover of single firm/ consortium of firms					Profit/Loss(-)
	Firm 1	Firm 2	Firm 3	Firm 4	Average	
2011-2012						
2012-2013						
2013-2014						
Average Annual Turnover over the past three years						

**Certified copies of Audited balance sheet/ IT return/ Chartered accountant Certificate to be
submitted in support of above turnover**

**Signature
Annexure-VII**

Annexure-VII

**LIST OF AWARD WINNING PROJECTS
(DURING LAST FIVE YEARS)**

S. No	Name of Client Department	Name of Project	Covered Area	Cost of Work	Detail of the Project (Salient Feature of the Project)	Stage of the Project	Institution & Nature of Award

**Signature of the applicant
Name & Designation**

Place:

Date:

Annexure-VIII

LIST OF CONSULTANTS ASSOCIATED ON REGULAR BASIS

S.No	Nature of Consultancy	Name & Address of Consultants	Name, Qualification & Experience of Staff	Important Projects Handled
1	Structural Consultant			
2	Service Consultant			
	(a) For Civil Services			
	(b) For Electrical Services			
	(c) Fire Fighting Services			
	(d) HVAC Services			
3	Land Scape Consultants			
4	Estimate Consultants			
5	Any other Consultant			

**Signature of the applicant
Name & Designation**

Place:

Date:

**LIST OF WORKS FOR WHICH GRIHA /INTERNATIONAL RATINGS
FOR
GREEN BUILDINGS EARNED**

S. No	Name of Client	Name of Project	Covered Area	Cost of Work	Detail of the Project (Salient Feature of the Project)	Rating Earned

**Signature of the applicant
Name & Designation**

Place:

Date:

LIST OF INTERNATIONAL WORKS**

S. No.	Name of Client	Name of Project	Covered Area	Cost of Work	Detail of the Project (Salient Feature of the Project)	Stage of the Project

**Signature of the applicant
Name & Designation**

Place:

Date:

**** INTERNATIONAL WORK MEANS WORKS DONE OUTSIDE INDIA.**

Annexure-XI

LIST OF EQUIPMENTS & SOFTWARE AVAILABLE WITH THE FIRM

S.No.	Name of Equipment	Type	Nos.
1	Computers		
2	Printers		
3	Plotters		
4	Software's		

**Signature of the applicant
Name & Designation**

Place:

Date:

AFFIDAVIT

(TO BE SUBMITTED ON NON-JUDICIAL STAMP PAPER OF MINIMUM RS.10/-
DULY CERTIFIED BY NOTARY PUBLIC)

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

The deponent above named to 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 certificate submitted by M/s.....along with this 'EMPANELMENT OF ARCHITECTS to HLL Lifecare Ltd. are genuine and nothing has been concealed.
3. I shall have no objection incase HLL Lifecare Ltd. verifies them from issuing authority (ies). I shall also have no objection in providing the original copy of the document(s), in case HLL Lifecare Ltd., 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, HLL Lifecare Ltd. at its discretion may disqualify / reject my application for pre-qualification out rightly and also debar me / M/s.from participating in any future tenders/PQ.

Deponent

I,, the Proprietor / Authorized signatory of M/s., do herby confirm that the contents of the above Affidavit are true to my knowledge and nothing has been concealed there from and that no part of it is false.

Verified atthisday of

Deponent

FORMAT FOR POWER OF ATTORNEY FOR AUTHORISED SIGNATORY OF CONSORTIUM MEMBERS

POWER OF ATTORNEY*

**(To be executed on non-judicial stamp paper of the appropriate value in accordance with relevant stamp Act.
The stamp paper to be in the name of the company who is issuing the power of Attorney)**

Know all men by these presents, we(name of member firm of the consortium with address of the registered office) do hereby constitute, appoint and authorize Mr./Ms.....(name and residential address..... who is presently employed with us and holding the position of As our attorney, to do in our name and on our behalf, all such acts, deeds and things necessary in connection with or incidental to our proposal for Architectural Consultancy Services for the projects including signing and submission of all documents and providing information / response to Client, representing us in all matters, dealing with Client in all matters in connection with our bid for the project.

We hereby agree to ratify all acts, deeds and things lawfully done by our said attorney pursuant to this Power of Attorney and that all acts, deeds and things done by our aforesaid shall and shall always be deemed to have been done by us.

Dated this the.....day of200...

(Signature of authorized Signatory)

.....

(Signature and Name in Block letters of Signatory)

Seal of Company

Witness

Witness1:

Name:

Address:

Occupation:

Witness 2:

Name:

Address:

Occupation:

*Notes:

→ To be executed by all the members individually, in case of a Consortium.

→ **The mode of execution of the power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter document(s) and when it is so required the same should be under common seal affixed in accordance with the required procedure.**

ANNEXURE –XIV

FORMAT FOR POWER OF ATTORNEY TO LEAD MEMBER OF CONSORTIUM

(To be executed on non-judicial stamp paper of the appropriate value in accordance with relevant stamp Act. The stamp paper to be in the name of the company who is issuing the power of Attorney)

POWER OF ATTORNEY*

Whereas Client has invited proposals from Applicants for submission of proposals for (Name of work).....,

Whereas, the members of the joint Venture/Consortium comprising of M/s....., M/s....., M/s....., M/s.....(the respective names and addresses of the registered office to be given) are interested in Empanelment in accordance with the terms and conditions contained in the EOI documents.

Whereas it is necessary for the members of the consortium to designate one of them as the Lead member, with all necessary power and authority to do, for and on behalf of the consortium, all acts, deeds and things as may be necessary in connection with the consortium’s bid for the project, as may be necessary in connection the consortium’s bid for the project.

NOW THIS POWER OF ATTORNEY WITNESSETH THAT:

We, M/s, hereby designate M/s., being one of the member of the consortium , as the lead member of the consortium, to do on behalf of the consortium, all or any of the acts, deeds or things necessary or incidental to the consortium’s bid for the project, including submission of application/proposals, participating in conference, responding to queries, submission of information/documents and generally to represent the consortium in all its dealing with the Client or any other Government Agency or any person, in connection with the Architectural Consultancy assignment until culmination of the process of bidding till the contract agreement is entered into with the Client and thereafter till the expiry of the contract agreement.

We hereby agree to ratify all acts, deeds and things lawfully done by Lead member, our said attorney, pursuant to this power of attorney and that all acts deeds and things done by our aforesaid attorney shall and shall always be deemed to have been done by us/consortium.

Dated this theDay of200....

.....
(Signature)

.....
(Name in Block letters of Executant)
Seal of Company

Witness 1:
Name:
Address:
Occupation:

Witness 2:
Name:
Address:
Occupation:

*Notes:

→ To be executed by all the members individually, in case of a Consortium.

→ **The mode of execution of the power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter document(s) and when it is so required the same should be under common seal affixed in accordance with the required procedure.**