



## **ALIGARH DEVELOPMENT AUTHORITY, ALIGARH**

### **EXPRESSION OF INTEREST**

ALIGARH DEVELOPMENT AUTHORITY, ALIGARH intends to appoint a Consultant for preparation of Layout plan, Design, Detailed Project Report of “**MODERN INTEGRATED TOWNSHIP PROJECT**” on area of about 100 hectares of land situated under Development Area of Authority through inviting EOI under two bid system. Reputed Consulting Firms having minimum 15 years of experience in urban planning/architecture and preferably having work experience with DAs/Housing Board for Township of area minimum 50 Ha may submit their technical and financial bid in two sealed envelopes within 15 days of publication i.e. by 09.03.2023. Firm must have either supervised similar township projects before or must be supervising at the time of submission of bid. The agreement with selected consultancy firm may/shall be extended for coming projects with mutual consent, if work is done satisfactorily by the firm. Earnest Money Deposit of Rupees 2.00 lac should be enclosed with technical bid in shape of a Demand Draft in favour of “Vice-Chairman, Aligarh Development Authority”.

The project planning includes designing of a Conventional Centre, Shopping Centre, Education, Medical & Health, Community Centers, Police-Post/station, Post Office, Fire Station, Entertainment, Gym & other public facilities. The scope of **Architect/Consultant/Firm/Company/Consultancy (hereinafter referred as “Architect/Consultant”)** is to provide suggestion on the various facilities to be included in layout plan design, detailed project report, detailed drawings, detailed estimates as per prevailing standards & specifications, providing relevant documents required for statutory clearances, preparation of estimates and bill of quantities as per current UPPWD SOR.

The Architect/Consultant will have to provide all the necessary drawings and details of the project including preparation of "Concept Plan", detailed project report & all related works, and ensure the supply of all the drawings needed till its completion in all respects. Also, periodical supervision of site to explain the drawings for proper execution of works at site is expected.

#### **A. CONCEPTUAL DESIGN & DETAILED PROJECT REPORT**

- a. Discuss with Authority, conducting Total Station Survey showing physical features including contour map at 2 mtr interval w.r.t. MSL or PBM & make a preliminary planning on the basis of amenities required and prepare a Conceptual Layout Plan with the concurrence of Authority.
- b. Prepare preliminary drawings and draft of detailed project report to be submitted. Preparation of visualized scheme with plan, layout, sketches and other features and

submit required number of copies as well as soft copies of the approved designs (plans, layouts, rough cost, estimates etc.) to Authority.

- c. The preparation of working and detailed drawings with details, incorporating services and schedule of quantities will be involved in this stage. This will include - Preparation of detailed drawings and structural drawings as well as service drawings including layout plan, sections, electrical, plumbing & sanitation, fire-fighting provisions etc. and detailed estimates with specifications for all items of works alongwith Bills of Quantities and analysis of rates.

## **B. TENDER**

Preparation of detailed estimates and specifications for all items of work, along with Bills of Quantities and analysis of rates.

- a. Assist Authority in preparing pre-qualification documents for selection of Contractor/Project Management Consultant (PMC) and for various works for calling tenders with articles of agreement, specifications, conditions of contract, special conditions and bill of quantities including analysis of rates.
- b. Architect/Consultant shall also assist Authority to invite tenders and shall supply adequate number of copies of drawings required to be attached with the tender.
- c. Scrutiny of the tenders in consultation with Authority and submission of recommendation on the tenders based on proper analysis of rates, market rates of materials and labour, evaluation of commercial and other conditions stipulated by tenderers and to assist Authority in the negotiations with contractors and the final selection of the contractor.

## **C. MATERIAL TESTING**

All material testing for any work requirement including soil testing will be done by the Architect/Consultant firm at its own cost.

## **D. WORKING DRAWINGS**

The Architect/Consultant/Firm/Company shall provide consultation during the entire work up till its completion and ensure its completion in all respect as per the approved scheme and with in the time line.

- a. Supply Working Drawings, Necessary Structural Drawings, MEP Drawings, Development Drawings, Services Drawings and other details which may be required for proper execution of work.
- b. Provide Landscape details, external working details and other relevant drawings/ details that may be required for successful execution.

## **E. CONSTRUCTION STAGE**

- a. Supply to the contractor, through Authority such further drawings specifications and details which may be required for proper execution of the work.
- b. Obtain Authority's prior approval for any substitution, omission, addition or deviation in design or the working drawings or schedule or specifications or item of work from the approved scheme/contract by working out financial implications.

## **F. COMPLETION**

- a. Certify the final completion of work.
- b. Prepare completion drawings including elevation, sections, Site Plan, Electric Plan Sewerage Plan, detailed drawings and other details indicating details of building and all services to the Authority.

## **G. SHEDULE OF DATES**

1.	Date of issue of EOI	22.02.2023
2.	Last date for uploading bids on www.etender.up.nic.in	Time:06:55 pm Date:09.03.2023
3	Last date for Submitting Hard Copy	Time:05:00pm Date:On or Before 09.03.2023 Place: Aligarh Development Authority, Aligarh. Ramghat road, Aligarh
4.	Time, date and place of opening technical bid	Time:04:00pm Date: 13.03.2023 Place: Aligarh Development Authority, Aligarh. Ramghat road, Aligarh
5.	Date, time & place for the Presentation before screening committee by the bidders.	Time: 11:00am Date: 15.03.2023 Place:Aligarh Development Authority, Aligarh. Ramghat road, Aligarh
6.	Selection Architect/Consultant/Firm/Company	Within 15 days after Presentation
7.	Time, Date and Place of opening Financial bid of selected Architect/Consultant/Firm/Company	One week or other notified time after selection of Firms. Place: Aligarh Development Authority, Aligarh. Ramghat road, Aligarh Time: 11:00am

## **H. CONSULTANCY FEES**

The consultant have to quote fees for consultancy services per hectare of area under project (which shall be not less then 20 Hectare). The consultants shall also submit their proposal detail payment schedule. The EOI shall be submitted along with all formalities as per given schedule.

## I. APPLICATION PROCESS

- a) Interested applicants can download the application from the website <http://www.etender.up.nic.in> after registration of main firm on same website.
- b) The completed application as per the guidelines and formats specified in offer document with necessary enclosures shall accompany a demand draft for **Rs.5000/- (Rupees Five Thousand only) towards Documentation charges**, drawn in favor of Vice-Chairman, Aligarh Development Authority, Aligarh. After uploading technical and financial bids at the above site the applicant **MUST** submit hard copy to Vice Chairman Aligarh Development Authority, Aligarh, in a sealed envelope superscribed "**Expression of Interest for Comprehensive consultancy for Design, Planning & preparation of the Detailed Project Report for MODERN INTEGRATED TOWNSHIP at Aligarh.**" The completed application forms shall be received within the stipulated dates as per the schedule of dates as given in this EOI document. Authority will not be responsible for any postal delay in receiving the documents.
- c) The offering entities are requested to refer to the terms and conditions in the EOI documents.
- d) Authority reserves the right to accept/reject any or all applications without assigning any reasons what so ever.
- e) The intending Architect/Consultant have to upload their proposals on <http://www.etender.up.nic.in>. The offer document shall be signed by the authorized person on all pages. After uploading EOI on website, the hard copy of all Documents shall be submitted to Authority on or before 13.03.2023.

The envelope should contain the following documents:

- i. Bio-Data of the Architect/Consultant with details of project recently undertaken, as per **Proforma-B**.
  - ii. Audited financial statements for the FY 2020-21, 2021-22.
  - iii. Duly signed copies of the Brief details & Scope of work, Services that shall be provided and General Rules & Instructions to the Architect/Consultant.
  - iv. Confirmation of acceptance of the terms and conditions in the **Proforma-A**.
- f) Only the original offer format as per this EOI has to be duly filled and submitted and no other format shall be used. Wherever required, particulars can be submitted in annexure but such details shall be clearly mentioned in respective columns in the original document. The entire set of documents forming part of this "EXPRESSION OF INTEREST" will constitute offer documents and the same will form the part of the contract. Hence, the Architect/Consultant shall sign all the pages of the document forming part of this "EXPRESSION OF INTEREST" and the same shall be submitted to Aligarh Development Authority, Aligarh.
  - g) The proposals to be submitted by the applicants shall contain all the details and documents as mentioned in the EOI document and the proposal is liable to be rejected if submitted without all the information and documents.
  - h) EOI submitted without following the above conditions shall be summarily rejected.

## **J. SELECTION PROCESS**

- a) The Technical bids will be opened on a prefixed date as indicated in EOI.
- b) Acceptability of Technical bid will depend on the Pre-qualification/Minimum Eligibility criteria as mentioned below and they are being prepared to undertake the work as per the terms and conditions as provided in the EOI document.

### **PRE-QUALIFICATION/MINIMUM ELIGIBILITY CRITERIA-**

The Architect/Consultant should have the following minimum eligibility criteria:

#### **1. ELIGIBILITY CRITERIA**

- a) The Architect/Consultant must be registered with Council of Architect/Consultant. In case of a company/Partnership firm one of the Partners/Directors should be registered with Council of Architect/Consultant under the Architects/Consultants/Firm/Company Act 1972.
- b) The Architect/Consultant/Firm/Company should have **GST Number**.
- c) The Principal Architect/Consultant should have **minimum experience of 15 years** in the field.
- d) Architect/Consultant should have during the last three years, neither failed to perform on any agreement nor been expelled from any project or agreement nor have any agreement terminated for breach by the applicant. The Architect/Consultant shall submit an undertaking (Form A).

#### **2. SUBMISSION OF EOI**

The Architects/Consultants/Firm/Company shall submit the EOI in the following manner:-

- a) A sealed envelope marked as "**Expression of Interest for Comprehensive consultancy for Design, Planning & preparation of the Detailed Project Report for MODERN INTEGRATED TOWNSHIP at Aligarh.**" will contain the technical documents and shall be addressed to Vice Chairman, Aligarh Development Authority, Aligarh.
- b) **Earnest Money Deposit (EMD) of Amount Rs. 2,00,000.00 (Rupees two Lakhs)** should be in form of FDR/TDR pledged in favour of "VC Aligarh Development Authority, Aligarh" must be deposited with the technical bid only.

#### **3. FURTHER PROCESS**

- a) The short listed Architects/Consultants/Firm/Company will give their presentation before the Screening Committee on a prefixed date.
- b) Screening Committee shall further shortlist proposals from the Architects/consultants/ firm/company considering feasibility, economic aspects, uniqueness in design based on the presentation of concept plan of a Model Township.
- c) The fee to be paid to the Architect/Consultant/Firm/Company shall be exclusive of all taxes, levied by the Centre or the state Govt. from time to time and it also include all out of pocket expenses charges/fees, other expenses, etc. payable by the Architect/Consultant to the professionals/specialized agencies like Structural Engineers etc.
- d) The successful Architect/Consultant/Firm/Company shall undertake the services by themselves except for the specialist/service associate, consultant and **shall not sublet**

or assign or transfer or subcontract any part of the services. No personnel employed by the Architect/Consultant/Firm/Company or associate consultant for the work will be liable for any sort of compensation or employment from the Authority.

- h) The successful Architect/Consultant shall execute an agreement, based on this document and also with any additional terms and conditions considered by Aligarh Development Authority, Aligarh as essential, on a stamp paper of Rs 100/- value and the charges have to be borne by the successful Architect/Consultant. All the documents and correspondence will form part of the contract.

#### **4. QUALIFICATION CRITERIA OF TECHNICAL BID**

Criteria, sub-criteria for qualification of technical bid are as under:-

- a) Qualification of Director/Principal Architect/Consultant.
- b) Working Experience of Architect/Consultant/Firm in the same field.
- c) Structure of team and their qualification.
- d) Experience of similar project executed.
- e) Presentation of concept plan of a Model Township.
- f) Discussion regarding outline of Modern Integrated Township.

#### **K. PAYMENT OF REMUNERATION**

The consultancy fees as per the minimum financial bid for the project cost whichever is low shall be calculated on Estimated Project Cost/Tender Cost.

The consultancy fee will be paid in installments as specified below, subject to recovery of security deposit:

<b>No.</b>	<b>DETAILS OF WORK</b>	<b>% of Payment</b>
1	On submission of T.S. Survey and Concept Plan.	<b>10%</b>
2	On submission of Layout plan & Draft Detailed project report .	<b>20%</b>
3	On submission of structural drawings with design report.	<b>25%</b>
4	On submission of Detailed estimates and Bill of Quantities.	<b>25%</b>
5	On Completion of all consultancy services as described in the contract.	<b>20%</b>

#### **L. ADDITIONS AND ALTERATIONS:**

Aligarh Development Authority, Aligarh shall have the right to request in writing changes, additions, modifications or deletions in the design and drawing of any part of the work and to request in writing additional work in connection there with and the Architect/Consultant shall comply with such request.

- i. That if Authority deviates substantially from the original scheme which involves for its proper execution, the extra services, expenses and extra labour on part of the Architect/Consultant for making changes and additions to the drawings, specifications and other documents due to rendering major part or whole of his work infructuous, the Architect/Consultant may then be compensated for such extra services and expenses on quantum merit basis at percentages applicable under this agreement and to be determined mutually unless such changes, alteration are due to Architects/consultants/firm/company own commission and/or discrepancies including changes under Stage I & II. The decision of Authority shall be final on whether the deviations and additions are substantial as requiring any compensation to be paid to the Architect/Consultant. However for minor modification or alteration which does not affect the entire design, planning etc., no such amount will be payable.
- ii. The Architect/Consultant shall not make any material deviation, alteration, additions to or omission from the work shown and described in the contract documents without obtaining the prior written consent of the Authority.

#### **M. COMPLIANCE OF TIMES SCHEDULE**

The time allowed for carrying out the work shall be deemed to be the essence of the contract on the part of the Architect/Consultant. The work shall, throughout the stipulated period of the contract, be executed with all due diligence.

#### **N. RESTRICTION / SUSPENSION**

Authority reserves the right of restricting the Architect/Consultant's services as per contract/agreement after withdrawing any service from him or suspend the service due to administrative reasons. The Architect/Consultant shall, in that case, be entitled to payment of fees on prorata basis only for the services entrusted to him/rendered by him.

#### **O. ARBITRATION**

Except as otherwise provided in this contract all questions and disputes relating to the meaning of the specifications, designs, drawings and instructions herein before mentioned and as to things whatsoever, in any way arising out of or relating to the contract as per agreement, concerning the works or the execution or failure to execute the same, whether arising during the progress of the works or after the completion nor abandonment there of shall be referred to Vice Chairman in writing for his decision within a period of 30 days of such occurrence. There upon the Vice Chairman shall give his written instructions and/or decisions with in a period of 60 days of such request. This period can be extended by mutual consent of the parties.

Upon receipt to written instructions or decision, the parties shall promptly proceed without delay to comply such instructions or decisions. If the Vice Chairman fails to give his instructions for decisions in writing within a period of 60 day so mutually agreed time

after being requested or if the parties are aggrieved against time decisions of the Vice Chairman the parties may within 30 days prefer an appeal to the Chairman, who shall afford an opportunity to the parties of being heard and to offer evidence in support of his appeal. The Chairman will give decision within 90 days.

**P. NUMBER OF DRAWINGS SETS ETC. AND COPYRIGHT**

Upto five number of copies as well as soft copies demanded by Authority in respect of all drawings, DPR, detailed design, reports etc. should be supplied to Authority by the Architect/Consultant without any extra cost. The Architect/Consultant shall also supply the following:

- i) Two sets of all structural and working drawings to the Authority..
- ii) Two sets of original drawings including service drawings with all amendments, services identification marks and layouts of all services to Authority. One complete set, out of this shall be reproducible copy on A 1 size. The drawings cannot be issued to any other persons, firm or authority or used by the Architect/Consultant for any other project. No copies of any drawing or documents shall be issued to any one, except Authority and its authorized representative.
- iii) If any changes are made in the drawings already issued, whether by the Architect/Consultant or as required by Authority additional copies of drawings as mentioned in (i) to (ii) above, shall be issued.

**Q. GUARANTEE**

The Architect/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 design skill shall be found to be defective within one year from the date of completion of the work. Authority shall grant right of access to the Architect/Consultant to these portions of the work claimed to be defective, for inspection.

**R. MODE OF INSTRUCTIONS**

All instructions to the contractor affecting the rules and provisions of contract shall be issued by the Architect/Consultant in writing after obtaining proper approval in writing from Authority and copies of such instructions shall simultaneously be supplied to Authority.



## **PROFORMA-"A"**

### **Proposal for the Selection of "Expression of Interest for Comprehensive consultancy for Design, Planning & preparation of the Detailed Project Report for MODERN INTEGRATED TOWNSHIP at Aligarh."**

I/We have read and examined the Expression Of Interest, and understood all its contents and all other relevant particulars.

I /We are fully qualified to provide the professional consultancy services to the said work and have understood the scope of services, terms and conditions, Authority time schedule etc. We are agreeable to extend our professional services for the subject project at the professional charges agreed up on by both parties.

I/ We fully understand that you are not bound to accept any offer you may receive.

I/We agree that until a regular agreement is executed, this offer documents with Authority alongwith written acceptance thereof by Authority shall constitute as binding contract between us.

Date:

Signature of the Architect/Consultant

## **PROFORMA-B**

All the attached documents/certificates must be duly certified by the competent authority and self attested. This is a mandatory requirement and failing which will lead to disqualification of the bidder.

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**SUBJECT: "Expression of Interest for Comprehensive Consultancy for Design, Planning & Preparation of the Detailed Project Report for MODERN INTEGRATED TOWNSHIP at Aligarh."**

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### APPLICATION FORMAT

Name of the Applicant  
Address :

TelephoneNo.

Office :  
Residence :  
Mobile :  
Fax :  
E-Mail :

Status of the Firm (Whether company/  
Partnership/proprietary) :

Name of the  
Proprietor/Partners/Director (with

professional qualifications, if any) :  
I)  
II)  
III)

Year of establishment :  
Whether registered with Registrar of  
Companies/firm if so, No.& Date :

Registration with Tax Authorities  
: Income-tax No. PAN/GIR  
NO; (Furnish copies of  
Income-tax returns

GST. Number :  
(Furnish the latest copies of the returns  
filed)

Registration Number with Council of  
Architecture /consultants: GST  
registration details : Names of the  
Bankers with address :

I)

II)

Name of Chief Architect/Consultant: Name of  
Architect/Consultant attending this Project

:Key personnel permanently employed in your organization:

No.	Name	Qualifications	Experience	Particulars of work done	Employed in your firm since	Any other

Details of the works completed during the last 5 years (please mention only such works of comparable nature and attach relevant certificate, duly certified by the Competent Authority.

No	Name Of Work	Work executed for (name of the organization with address, concerned office and telephone number)	Name Of work (in brief)	Location of the work	Actual Value of the work	Date of completion

Competent authority.)

Details of the works executed or under execution during the last 5 years (please mention only such works of comparable nature and attach relevant certificate, duly certified by the competent authority.)

No	Name Of Work	Work executed for (name of the organization with address, concerned office and telephone number)	Name Of work (in brief)	Location of the work	Actual Value of the work	Present progress

What are your fields of activities? Mention the fields on preference Basis

1)

2)

3)

4)

#### DECLARATION

1. All the information furnished by me/us here above is correct to the best of my knowledge and belief.
2. I/we have no objection if enquiries are made about the work listed by me/us in the accompanying sheets/annexures.
3. I/We agree that the decision of Aligarh Development Authority, Aligarh. In selection will be final and binding to me/us.
4. In the verification process of the documents, if any information given by me, it found incorrect or false, it is open to the department for further legal action.

Place :

SIGNATURE

Date

NAME&DESIGNATION:

SEAL OF ORGANISATION

**PROFORMA-"C"**

**"Proposal for the Selection of Consultant for the Morden Integrated Township Scheme for Aligarh Development Authority, Aligarh".**

I/We .....hereby offer to execute the above work at .....  
(in figure, per Hectare) ..... (in words, per Hectare) for the  
project at tendering stage excluding GST & other taxes as applicable  
.....

Date :

Signature of the Architect/  
Consultant/Firm/Company