



**ISO 9001:2000**

**HAPUR-PILKHUWA DEVELOPMENT**  
**AUTHORITY, HAPUR**

**TENDER BID DOCUMENT**

**FOR**

Architectural & Detailed Engineering Services from Architect/ Architectural Firm for the Construction of New Convention Centre at Block-H, Anand Vihar Yojna, Hpda Hapur.

EOI No: .....

Dated.....

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The issue of this document does not imply that the Authority is bound to select an Applicant or to appoint the Selected Applicant, as the case may be, for the Consultancy and the Authority reserves the right to reject all or any of the Proposals without assigning any reasons whatsoever.

The Applicant shall bear all its costs associated with or relating to the preparation and submission of its Proposal including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentation which may be required by the Authority or any other costs incurred in connection with or relating to its Proposal. All such costs and expenses will remain with the Applicant and the Authority shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by an applicant in preparation or submission of the Proposal regardless of the conduct or outcome of the Selection process.

Detailed total station survey of Convention Centre site will be provided by HPDA, Hapur. Detailed plan is to be prepared accordingly.

# HAPUR-PILKHUWA DEVELOPMENT AUTHORITY, HAPUR

## EXPRESSION OF INTEREST FOR CONSULTANCY WORK OF CONSTRUCTION OF NEW CONVENTION CENTRE AT Block-H, Anand Vihar Yojna, Hpda Hapur.

Ref No.: .....

Date: .....

The HPDA Hapur invites proposals for consultancy work for Construction of New Convention Centre at Block-H, Anand Vihar Yojna, Hapur. Architects, Consultants and Architectural & Engineering firm also Registered in Council of Architectural are invited to apply.

### **Scope of work includes -**

1. Planning, Design, Drawing & Interior of New Convention Centre with modern facilities with consult of Vice Chairman, HPDA Hapur.
2. Preparation & Submitting of following Drawing, Preparation of Conceptual plan. Detail working drawing of all civil works, Sanitary, Plumbing, Sewerage, Water supply, Detail Drawings, Electric Detail Drawings, Firefighting, Modular Furniture, Interior and Structural Detail Drawings, Provisions of HVAC, Fire Fighting System and other ancilliary services. 3D and Detailed walk through view in high resolutions in appropriate format.
3. Architectural work & Site Development with Required Landscaping Details
4. Structural Engineering work.
5. Interior Layout work with modular furniture setting out as per discussion.
6. Preparation of tender document and BOQ.
7. Provision of Green building concept in the Design.

Approx. Area of proposed site is 17409 Sqm. Soft copy of Total station survey of area will be provided by HPDA Architect/Consultant shall require to submit complete conceptual plan and present the same to the committee formed by Vice Chairman, HPDA, as Part of Bidding document. No charge shall be payable for this presentation/preparation of conceptual plan. Financial bid shall be opened of those consultants who secured required marks in technical evaluation as approved by HPDA.

Interested consultants may obtain required tender documents containing all the details (terms and conditions) from [www.hpdaonline.in](http://www.hpdaonline.in) after online payment Rs. 1000/- as the cost of tender document (non refundable) and EMD Rs 1,00,000/- shall be deposited by bidder. performance security shall be deposited by successful bidder @ 2% estimated cost at the time of work order.

The details are as below-

1. Tender downloading date: 17.06.2024, 10:00AM
2. Last Date for Online submission of proposal from- 25.06.2024, 02:00PM
3. Date of opening of the tender 25.06.2024, 04.00 P.M.
4. tender fee/processing fee Rs. 1000/- & EMD Rs. 1,00,000 has to be pay through NEFT/RTGS in favor of Vice Chairman HPDA Account No-

86282160000017 and the receipt of payment will be uploaded on E-mail hpda\_1@rediffmail.com with others documents by the bidders.

The proposal should be in 2 parts, 1st part contains Technical proposal & requisite eligibility certificates etc. and the 2nd part contains financial bid. Financial bid will be opened only for those, who secured Minimum Marks as defined in EOI in Technical Evaluation. HPDA, Hapur reserves the right to reject any or all proposals without assigning any reason thereof.

Town Planner  
HPDA, Hapur

## 2.0 SCOPE OF WORK

- 2.1 The scope of work for the Consultant shall include, planning, Design, Drawing & development of Master Layout Plan for entire HPDA Convention Centre and checking its feasibility along with allied services as per details given by Hpda, Hapur or arising out from discussions with Hpda, Hapur as base and design of Buildings. However, the detailed construction drawings, Cost estimates/ BOQ and tender documents will be prepared by the Consultant after approval of the final concept scheme including planning of layout, design, its elevations and other services etc. Works associated with the services like water supply Plumbing, Sanitary, sewerage, road, drainage, area development landscaping, internal & external electrical works, acoustics communication, fire fighting, rain water harvesting, Interior design with modular furniture etc. has to be planned and designed for total requirement including future expansions, and the work only to the extent necessary shall be taken up for construction. Any changes, if required, in the approved concept designs to be done without any additional fee.
- 2.2 Consultant will carry out the soil investigations as per requirement as and when need arises in supervision & direction of Hpda, Hapur. Detailed soil investigation report will be arrange Hpda, Hapur with photographs in 03 sets. If available to the Authority. O herewise if will be orrang/procured by conseting firm.
- 2.2 The Architectural Layout Plan should also include separately the detailed floor layout plans indicating various services in the best possible manner with Green Building Concept.
- 2.3 The construction of the Buildings including all services should be developed in modular concept. The Consultant shall take into account and keep all provisions for future expansion as proposed/requirement by Hpda, Hapur. The plans should highlight how these facilities shall be developed to take care of future requirements.
- 2.4 The Consultant firm in line with Local Bye-Laws / National Building Code shall plan the Buildings and Allied Services so as to take care of natural light and ventilation as per green building concept also. Exterior of the building shall be kept maintenance free as far as possible subject to the approval of Hpda, Hapur.
- 2.5 The Consultant is required to provide all necessary detailed design & drawings as may be required for successful completion of the project. Detailed cost estimate of the individual works, detailed specifications, detailed measurement sheets, rate analysis of Non scheduled items, detail design calculations (soft and hard copies), any other requirement not mentioned above and tender documents shall also be prepared by the consultant keeping in mind CPWD/UP PWD Manual & general conditions of contract within the reasonable time period as decided in consultation with Engineer-in-charge of Hpda, Hapur. And also provide photo view of proposed project in all views in latest softwares and Interior design work.
- 2.6 The Consultant is required to provide all necessary detailed structural design calculations & drawings as per latest codes and standards duly proof checked & Counfer signed by Any IIT's or NIT's Colleges and submit in soft (Scan Document in PDF Format) & 03 Sets in Hard Copy both. Payment of which will be borne by consultants.
- 2.7 The physical execution/construction shall be done by the agency (s) engaged separately by Hpda, Hapur. Consultants required to visit the site monthly upto 10 visits, and submit the report of their visit to Engineer in Charge or mark the comments in Site Log Book as and when required. No Extra Payment will be made to Consultant for the same beyond 10 visits consultant will be paid Rs 10,000 Per visit by Hpda, Hapur.
- 2.8 Attending meetings and follow up meetings with Hpda, Hapur in connection with the above works at Hpda, Hapur till the Architectural Plan and concept drawings of buildings and allied services are approved by Hpda, Hapur.
- 2.9 The selected Consultant will submit a presentable detailed 3-D Walk through Videos in suitable format on high rendered for advertisements/display in public gathering/ spaces with each component. The cost of this is deemed to be inclusive in the fee quoted by the Consultant.

2.10 All designs, drawings, layouts shall be carried out as per the followings:

- a) Relevant BIS Codes and National Building Code.
- b) Latest UP PWD Schedule of rates/specifications as well as general conditions of Contract.
- c) Guidelines as suggested by Hpda, Hapur. according to functional requirements.
- d) Recommendation of State Public Board for sewage and other waste disposal System as required.
- e) Local bye laws & Any other relevant code, specifications/functional requirements.

### **3.0 MINIMUM ELIGIBILITY CRITERIA**

- a. Bidder should have minimum of 5 years of Experience in field of Architectural Services.
- b. Bidder (if Partnership Firm/Company) then should be registered In Indian Partnership Act or Company Act as required, & Bidder if a Proprietor then should have valid registration in GST or in Shop Act. (Proof of the same will be provided).
- c. Bidder (All Directors/All Partners/Proprietor) should be an Architect Registered with COA for minimum 5 years.
- d. Bidder should have mandatory registered in GST. (Proof of the same will be provided) in case of Architect firm/company.
- e. No Joint Venture of Firm will be allowed.
- f. Bidder should have an Average Minimum Financial Turnover of Rs 1 Cr. in last 03 Financial Years (Average of FY 2023-24, 2022-23, 2021-22). CA Certificate, Audit Report & Balance Sheet to be attached.
- g. Bidder should have a Positive Profit in last 03 Financial Year - CA Certificate to be submitted.
- h. Bidder should have an Experience in last 05 years of one Multistoried project of Minimum 25.00 mtr height (including Basement) with Project Cost of Minimum Rs. 30 Cr. (Only Govt / Semi Govt Projects are allowed) - Proof of Work order and Completion Certificate will be attached.
- i. Bidder should have an experience in Govt / Semi Govt Projects of One Convention Centre / Auditorium/Town Hall of Minimum 10000 sqm built up area & Project Cost of Minimum Rs. 30 Cr. in last 05 years (Completed/On Going Project with minimum approval of DPR along with Structural Vetted Certificate will be entertained).

\* The project certificate regarding same should be issued by an Convention Centrer not below the rank of Town Planner.

### **4.0 SELECTION OF BIDDER**

- An Evaluation Committee would be constituted by Hpda, Hapur for the evaluation of bids including Technical and Financial proposals received from the bidders. The evaluation shall be done in two stages. In the first stage, the Technical Proposal shall be evaluated as specified in bid data sheet as per Clause No 3.0. Those bidders who qualified in this stage will be called for Next Stage i.e., for Presentation Round.
- In the Presentation Stage, Applicant/ Bidder should present as per Clause No 4.1 in front of Committee constituted by Hpda, Hapur. Based on Committee Report and technical evaluation, a list of short-listed applicants shall be prepared as specified in bid data sheet.
- In the second stage, the Financial Proposal shall be evaluated as specified in bid data sheet. Proposals will finally be ranked according to their Combined technical and financial scores as per QCBS (Quality Cum Cost Basis Selection) method.
- Quality and Cost Based Selection (QCBS) in the ratio of 60:40 (Quality: Cost)
- A firm will be selected under Quality cum Cost Based System (QCBS) as follows:

The technical quality of the proposal will be given a weight age of 60%. The method of evaluation of technical qualification will follow the procedure given in Data Sheet and firms getting equal or more than 70/100 in technical qualifications shall only be considered to be qualifying.

The price bids of only those consultants who qualify technically will be opened. The proposal with the lowest cost may be given a financial score of 100 and the other proposal given financial score that are inversely proportionate to their prices. The financial proposal shall be allocated weight of 40%. For working out the combined score, the employer will use the following formula:

Total points  $[0.6 \times T (s)] + [0.4 \times 100 \times LEC/EC]$ , where  
T (s) stands for technical score

EC stands for Evaluated Cost of the financial proposal.

LEC stands for Lowest Evaluated Cost of the financial proposal

The proposals will be ranked in terms of total points scored. The proposal with the highest total points (H-1) will be considered for award of contract and will be called for discussions, if required.

#### 4.1 TECHNICAL EVALUATION CRITERIA

Table

Consultants should submit copies of Presentation in A3 Booklet duly signed and sealed by the Authorized signatory as documentary evidence at the time of Presentation.

#### 4.2 TO BE INCLUDED IN PRESENTATION

- Shortlisted Candidate as per Criteria of 3.0, will be provided with the conceptual site dimensions.
- Shortlisted Consultant shall submit a conceptual plan for planning & development entire HPDA Hapur. Convention Centre. The various aspects to be considered for the development of Concept Plan as mentioned in Clause 4.1
- Hpda, Hapur reserves rights to reject any or all proposal without assigning any reason thereof. Decision of Vice Chairman/Committee will be final in all respect and not to be challenged in any Court of Law.

#### 5.0 TIME PERIOD/TIME SCHEDULE

5.1 Tentative Time Schedule for the said work is to commence from date of signing of agreement with the Consultant. The Consultant should note that time is the essence of the contract and time schedule given/mutually finalized shall be strictly adhered to.

5.2 Submission of Master Plan and Preliminary Drawings for Convention Centre - 06 Weeks

5.3 Submission of Design and Architectural Drawings - 06 Weeks

Submission of report/drawings after approval of 5.2

5.4 Submission of Detailed Structural Design/BOQ of buildings & services After approval of 5.3 duly proof checked by IIT/NIT Engineering college - 04 Weeks

Construction Stage

- a) Submission of all design and approved construction Drawings
- b) Timely release of revised construction drawings during construction and designers periodic Supervision during construction

#### 6.0 PAYMENT TERMS



6.1 Stage of interim payment is mentioned in Para 6.2 below. Interim payment for the stages mentioned in Para 6.2 of the total quoted percentage of and shall be made.

6.2 Stages for Interim Payment:

Table:-

S.No	Description of Activity	Stage Fee Payable	Fees Payable
a	On submission of Initial concept Plan for each floor	5%	5%
b	On submission of Master Plan, along with 3D views of Convention centre building and its approval and Preliminary Drawings of buildings and allied services including approval from statutory bodies, if required	10%	15%
c	On approval of Preliminary Drawings, preliminary estimates of cost and allied services by HPDA Hapur.	10%	25%
d	On submission & approval of Preliminary structural Design calculation & drawings(duly proof checked as per CI. 2.6) and Architectural Drawings, services drawings internal and external etc all component of the scheme and broad layout.	15%	40%
e	On submission & approval of Working drawings including co-ordinate drawings of all services, riser diagrams, line diagrams, plan, elevations, sections etc. tender documents, detailed structural design, bull of quantities, tender documents for the building services etc. work wise. Demarcation of building at site as per drawing.	30%	70%
f	Visits During construction at different stages as per requirement.	20%	90%
g	On submission of completion drawing (As Build) of building and allied services work wise.	10%	100%

6.3 Statutory taxes (TDS) shall be deducted from the payment made by HPDA HAPUR.

6.4 GST shall be borne by Hpda Hapur. as per Govt. rules.

6.5 Payment of work done shall be made against the submission of bill duly certified by Hpda Hapur Town Planner as per the schedule of payment.

6.6 Any fees towards application of any kind of permissions other than Structural Vetting will be borne by Hpda Hapur.

7.0 OTHER TERMS & CONDITIONS:

7.1 The design of the buildings, services and electrical installations will confirm to latest Indian Standard Codes and National Building Code and Specifications and to achieve energy efficiency as per latest norms of energy audit and also plan the building as per access audit as well as considering GRIHA 3/4 rating system.

7.2 The Consultant will supply the following documents.

- a. 04 copies of each drawing along with soft copies.
- b. Bill of quantities and relevant specifications along with two reproducible soft copies.
- c. 2 copies of the final design calculations with soft copies (reproducible) in the required Mode.
- d. 02 copies of each of bar bending schedules of RCC structures during construction at Appropriate stage.
- e. 3 copies of each of completion drawings of all the works with original tracings and Reproducible soft copy.
- f. 1 set of Cost estimates both in hard and reproducible soft copy fo each work.

8. 1 set of tender document as per requirement of Hpda, Hapur both in hard and reproducible Soft copy.

7.3 Responsibility in the correctness and accuracy of all the planning and designing shall be of the Consultant. However, before finalization of architectural & structural drawings and designs, its technical aspects be discussed by the Consultant with all appropriate levels of the Hpda, Hapur to avoid any changes for whatsoever reasons at a later date from time to time.

7.4 The Consultant will carry out all modifications/alterations as and when necessary to get the works i.e. preparation of drawings and design, specifications and estimates approved from Hpda, Hapur Engineer-in-Charge Local/Statutory bodies at no extra cost.

7.5 All documents/drawings shall be the sole property of Hpda, Hapur.

7.6 The payment shall be made to the consultant initially based on the estimate Estimated cost of the works on percentage rate basis and the services rendered for the development of Plan of the campus is construed to be included in these payments. This will be adjusted (+ or-) based on awarded value of work. The final payment will be again adjusted based on completed value of building.

7.7 The Consultant shall assume full responsibility for the design/drawing and technical specification/BOQ as covered in their scope of work. Hpda, Hapur shall reserve the right to have access to the calculations and designs pertaining to civil/structural Plumbing, Sanitary, electromechanical system etc. Electrical/Mechanical/Telecommunication Engineers etc. of the Consultant shall render all possible assistance/access to the Hpda, Hapur in this regard and endorse necessary certificates specifying the relevant code that these have been met with.

7.8 The Consultant shall be fully responsible for adequacy, accuracy, quality and safety of entire professional services performed and endorses necessary certification on drawings and documents that all code requirements have been met with.

7.9 The time allowed for the works or part of the works as specified in the contract, shall be essence of the contract on the part of the Consultant. For non adherence to target dates as specified above, a penalty of Rs.2000/- (Two Thousand only) per day for each day of the delay shall be imposed and will be deducted from the next payment due. Penalty shall be deducted for the delay attributable to the consultant and shall be restricted to 05% of the total fees (adjusted as per contract conditions). The decision of the Town Planner regarding imposition of the penalty, if any, shall be final and binding on the consultant.

7.10 In Case of Dispute During the work the decision of Town Planner Shall be Final and Conclusive.

## ANNEXURE-1

### Financial Bid

S.No	Name of Work	To be quoted in percentage (in Figures)	To be quoted in percentage (inwords)
1	Architectural Consultancy for Design and Engineering services for Construction of New Convention Centre at Block-H Anand vihar Yojna, Hpda Hapur		

- a. The Quoted fee shall be exclusive of GST statutorily applicable which shall be paid extra as per Govt. Rules.

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Seal & Signature of Consultant firm