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U.P. Rajya Nirman Evam Shram Vikas Sahakari Sangh Limited, Lucknow



U.P.C.L.D.F

29, Kabir Marg (Near Yojna Bhawan), Clay Square, Lucknow

**PREQUALIFICATION DOCUMENT
FOR EMPAELMENT OF
ARCHITECTURAL/STRUCTURAL
DESIGN CONSULTANTS**

U.P.C.L.D.F.

29, Kabir Marg(Near yojna Bhawan), Clay Square, Lucknow

PREQUALIFICATION DOCUMENT FOR EMPANELMENT OF ARCHITECTURAL/STRUCTURAL DESIGN CONSULTANTS

Applications are invited on the basis of Pre-Qualification Documents in sealed cover from reputed Architectural, Structural Design Consultants to render Consultancy mentioned below at U.P. Rajya Nirman Evam Shram Vikash Sahkari Sangh Limited 29, Kabir Marg (Near Yojana Bhawan), Clay Square, Lucknow.

Scope of Architectural Design Consultancy: It will cover the preparation of DPR (Detail Project Report) and the following:-

- (a) **Architectural Design** of CIVIL WORKS of Load Bearing and framed Structural Residential and Non Residential Buildings of different Govt. Departments viz.
 - 1. Revenue Department.
 - 2. Health Department.
 - 3. Sports Department. Buildings including Stadium.
 - 4. Education Department.
 - 5. Other Department. OF U.P. Govt/Organizations.
- (b) **SERVICE:** Design and drawings of Drainage System water supply system and sewerage system.
- (c) **ELECTRIFICATION WORK:** Design and drawings of Internal and External Electrification and air conditioning of buildings.
- (d) **LANDSCAPING AND INTERNAL DEVELOPMENT:** Design and drawings of Hard and Soft Landscaping at the Project site.
- (e) **Design and drawings of fire fighting** and the Miscellaneous items for the aforesaid building project.
- (f) Coordination with Structural Design Consultants, approved for the project.

II. Scope of Structural Design Consultancy:

- (a) Analysis and Design of Structural elements in the Architectural Design for items mentioned under-1.
 - (b) In Coordination with the Architectural Design Consultant approved for the project.
1. Pre- Qualification Documents for the each consultant separately can be purchased on payment of Rs. (1000/- + GST as per applicable) in cash from the office of undersigned on any working day 08.10.2021 U.P. Rajya Nirman Evam Shram Vikash Sahkari Sangh Limited, 29, Kabir Marg, (Near Yojna Bhawan), Clay Square, Lucknow (C.L.D.F) reserves the right to cancel any or all application without assigning any reason.

Chief Engineer

1.0 General Conditions:

- 1.1 The applicant should preferably have proper office set up at Lucknow.
- 1.2 The applicant should have sufficient number of technical personnel and computers and modern drawing Equipment's for proper execution of assignments.
- 1.3 Architectural Design Consultancy firms having headquarters outside Lucknow are eligible to apply provided they have relevant experience in the field of Architectural Design Consultancy of building for Government Department. Architectural Design consultants stationed outside Lucknow may be required establish an office in Lucknow with the requisite technical staff depending upon magnitude of the project assigned to it.
- 1.4 The applicant not fulfilling the above conditions are liable to be summarily rejected.
- 1.5 Even though an applicant may satisfy the evaluation requirements, he would be liable to disqualification if the has
 - (a) Made misleading or false representation of deliberately supersede the information in the forms, statement and enclosures required in the prequalification documents.
 - (b) A record of poor performance such as abandoning work, not properly completing the contract or financial failures/weaknesses etc.

1.6 Registration fees:

A Registration fees for three yeas Rs. 10000+18% G.S.T. architect consultant and Rs. (5000+18% G.S.T.) for structural consultants must be enclosed with the pre-qualification document in the form of bank draft in favour of U.P. Rajya Nirman Evam Shram Vikas Sahkari Sangh limited 29, Kabir Marg (Near Yojna Bhavan), Clay square, Lucknow Payable at Lucknow. This registration fees for unsuccessful applicants shall be returned, within fifteen days after the completion of empanelment process, without any interest there upon.

1.7 Affidavit on Stamp Papers:

An affidavit on the stamp paper of Rs. 100/- should be attached with the pre-qualification papers mentioning the fact that "the information furnished but me/us in this pre-qualification document are correct and true to the best of my/our knowledge and no information is false/wrongly stated in it. Further i/we will faithfully company with the instructions/direction given by the department from time to tome during the currency of the Consultancy Assignment".

4.0 Termination of Consultancy Assignment:

- 4.1 In case, time schedule is not adhered or conditions of the assignment are not fulfilled, the Managing Director, C.L.D.F. shall have full power to terminate the consultancy without any liability and forfeit full securely deposit.
- 4.2 If the Architect abandons the work for any reason whatsoever from acting as architect, the department may make full use of all any of the drawing prepared by the architect, and that the security deposit, available with the department shall be forfeited.
- 4.3 Provided, however, that in the case of the termination of the consultancy assignment after giving seven days' notice, the Architect shall be liable to refund any excess payment made to him over and above what is due to him in accordance with the terms of his assignment for the services performed by him up to date of termination of the assignment.
- 4.4 This assignment may be terminated at any time by the department upon giving one month's notice to the Architect. Work done by Architect till the date of notice will only be payable by the department in such case.

SECTION-III

Terms and Special Conditions of Architectural Design Consultancy Services

A. Fee for the services rendered under consultancy agreement.

- (A) The fee complete assignment as here in before will be 1.14% of approved project cost covering of aforesaid scope under section-II.
- (B) In case any assignment is for individual item of work pertaining to any project, as per site conditions, the fee for each item would be as below:
 - (a) Preparation of Architectural design and details 0.70% of estimated cost of civil work.
 - (b) Electrical design and details 0.10% of estimated cost of civil work.
 - (c) Water Supply and Sanitation design and details 0.10% of estimated cost of civil work.
 - (d) Detailed list of specification 0.10% estimated cost of civil work.
 - (e) Detailed estimate 0.14% of estimated cost of civil work.

Note:- Mandatory free site visits as mentioned below under subsection (c) are include in the aforesaid fee structure.

(C) Number of free site visit by architect.

(I) For projects estimated cost of upto Rs. 25.00 lacs.

- (a) One visit before the preparation and submission of DPR.
- (b) One additional visit at the super structure stage.
- (c) One additional visit normally during the middle of the finishing stage or as required by the department.

(II) For projects estimated to cost more than Rs. 25.00 lacs but less than Rs. 100.lacs.

- (a) One visit before the preparation and submission of DPR.
- (b) One additional visit at the super structure stage.
- (c) One additional visit normally during the middle of the finishing stage or as required by the department.

(III) For projects estimated to cost above Rs. 100.00 lacs.

- (a) One additional visit during the middle of the foundation stage.
- (b) One additional visit during the middle of the foundation stage.
- (c) One additional visit during the middle of the super structure stage or as required by the department.
- (d) One additional visit during the middle of the finishing stage or as required by the department.

(D) Fee for the repetitive projects assigned to an architect:

The fee payable for each repetitive project would be 50% of the fee payable for the first assignment on the same architectural Design.

(E) Mode of release of payment against the consultancy fee of 1.14%.The schedule of payment against the fee of 1.14% would be as below.

- (a) On approval of preliminary sketch plan 10% of consultancy fee.
- (b) On final approval of sketch plan of building and 15% of consultancy fee layout plan.
- (c) On furnishing working drawing and design-40% of consultancy fee calculation of structural element DPR after it approval.
- (d) During construction stage, prorate according to-30% of consultancy fee financial progress of the project.
- (e) On the furnishing details minor items of work-5% of consultancy fee and physical completion of project.

- (f) 10% of running bill amount of the stage mentioned under (E), shall be deducted toward, security. This security shall be released within 3 months of the completion of projects. In special circumstances, when the completion is held up, thus security money may be released earlier. Progressive total 100% of consultancy fee.

SECTION-III

Terms and Special Conditions of Structural Design Consultancy Services

A. Fee for the services rendered under consultancy agreement.

- (A) The fee for complete assignment as here in before will be 0.35% of approved estimated project cost Civil work excluding cost of surcharge contingencies and centage.

(B) Fee for Repetitive projects assigned to an Consultant:

The fee payable for each repetitive project would be 50% of the fee payable for the assignment on the same Architectural Design.

(C) Mode of Release of payment against the Consultancy fee of 0.35%

The Schedule of running payment against the fee of 0.35% would be as below: -

- (a) On furnishing the required number of all structural. Working Drawings and structural analysis and design calculation for structural elements duly countersigned by the Consultant----- 90% of fee.
- (b) On furnishing structural details of minor items of work and physical completion of project.
- (c) 10% each bill amount shall be deducted and returned as Security Deposit which will be released after 3 months of the physical completion of project.

Section-I
INFORMATION & GENERAL INSTRUCTIONS FOR THE APPLICANT
1. General

- 1.1 Forms for pre-qualification are given in Section-II.
- 1.2 All information called for in the aforesaid forms should be furnished against the relevant columns in the forms. If for any reason, information is furnished on separate sheet, this fact should be mentioned against the relevant columns. Even if no information to be provided in a column, "Nil" or "no such case" entry should be made in that column. If any particulars/queries are not applicable in case of the applicant, it should be stated as "not applicable" the applicant are cautioned form of deliberately suppressing the information may result in the applicant being summarily disqualified. Application made by telegram or telex and those received late will not be entertained.
- 1.3 The application should be type/written. The applicant should sign each page of the application.
- 1.4 Overwriting should be avoided. Correction, if any, should be made by neatly crossing out, initialing with date and rewriting. Page of the pre-qualification document are numbered. Additional sheet, if any added by the applicant, should also be numbered by him.
- 1.5 references, information and certificates from their respective clients certifying suitability, technical know-how or capability of the applicant should be signed by an officer not below the rank of executive engineer of equivalent.
- 1.6 The applicant may furnish any additional information, which he thinks is necessary to establish his capabilities. He is, however advised not to furnish superfluous information. No information shall be entertained after submission of pre-qualification document unless the department calls for it.
- 1.7 Any information furnished by the applicant found to be incorrect either immediately or at a later date, would render him liable to be debarred from taking up consultancy work in C.L.D.F.
- 1.8 The pre-qualification document in prescribed form duly completed and Signed should be submitted in a sealed cover superscribed with heading "pre-qualification document for empanelment as Architectural Design Consultant" the duly filled pre-qualification document shall be received 08.10.2021 at U.P. Rajya Nirman Evam Shram Vikash Sahakari Sangh Limited, 29, Kabir Marg, (Near Yojna Bhawan), Clay Square, Lucknow. Document submitted in connection with pre-qualification will be treated confidential and will not be returned.
- 2.0 Method of Application:
- 2.1 If the applicant is an individual, the application shall be signed by him Above his full typed written name and current address.
- 2.2 If the applicant is the proprietary firm, the application shall be signed. by The proprietor above his full type written name and full name of the firm with current address.
- 2.3 If the applicant is a firm in partnership, the application must be signed by all the partners of the firm above their full type written names and current addresses or alternatively by a partner holding power of attorney of the firm in the later case, the copy of power of attorney must be enclosed with application. A certified copy of partnership deed and current address of all the partners of the firm must be enclosed with the application.
- 2.4 If the applicant is a private/public limited company or corporation, the application must be signed by a duly authorized person holding power of attorney for signing the application accomplished by the copy of power of attorney. The bidder must also furnish a copy of the memorandum of articles of association duly attested by a public notary.

Proforma for information regarding item-IV(a)**Annexure-I****Details of completed consultancy assignments**

SR.NO.	Name of project	Estimated cost of project	Remarks, if any

Signature of Applicant**Annexure-II****Proforma for information regarding item-IV(a)****Details of completed consultancy assignments**

SR.NO.	Name of project	Estimated cost of project	Remarks, if any

Note:- Attach extra sheet if one sheet is insufficient**Signature of Applicant**

Proforma for item-V(financial information)**Annexure-III****Turn over from consultancy income for the last 5 year:**

SR.NO.	Year	Turn Over (Rs. in Lakh)	Remarks
1			
2			
3			
4			
5			

Enclosed a certificate from bank/chartered accountant**Signature of Applicant****Annexure-III****Details list of modern tools for preparation or architectural drawing/ design and available with the application.**

- a) Architectural design and drawing**
- b) Structural design and drawing**

Signature of Applicant

U.P.C.L.D.F

Section-IV

29, Kabir Marg (Near Yojna Bhawan), Clay Square, Lucknow

Information to be provide be application for pre qualification of architectural consultant/structural design Consultant-

I) General Information

1. Name of the application.....
2. Address.....
3. Particulars of contact person.....

Name of Designation.....

Phone No.....

Fax Number.....

Email Address.....

Mobile Number.....

4. Place and year of incorporation in any of firm :

5. Registration If any.....
(Copy to be enclosed)

6. Constitution of firm.....
(Pvt. Ltd./Public/Proprietary/Partnership)

7. Name & Qualification of the chief executive of the firm/application.

II) Organization structural (attach separate sheet for each personal)

a) Detail of key structural/Design personal, with name, Designation, address, mobile number, qualification, experience along with valid certificate of registration by Indian council of Architect.

b) Detail of services Design personal as in II above with name, Designation, address, mobile number, qualification, experience along with valid certificate of registration number as consultant.

Note: Attach separate sheet for each personal, mentioned under section-II(a) and (b) above.

III) Name of govt. departments/corporation where empaneled.

IV) Name of projects handled by the firm/applicant.

a) Name of completed assignment with estimated cost in last 5 yr. (Furnish in Annexure-I)

b) Name on ongoing assignments with estimated (Furnish in Annexure-II)

V) Financial Information:

1. Turn over for the last five year (Furnish in Annexure-III)

2. Permanent account no. (IT) :

3. G.S.T. in number:

4. Income tax clearance certificate.
(Enclosed copies of last 5 year)

VI) Details of modern tool for design/drawing available with the application (furnish in annexure-IV)

Signature of Applicant