



सिद्धिपूर्व प्रवर्धनम्
भा. प्र. सं. इन्दौर
IIM INDORE

भारतीय प्रबंध संस्थान इंदौर

INDIAN INSTITUTE OF MANAGEMENT INDORE

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Tender Notice No. IIMI/Project/14/2019/82

REQUEST FOR PROPOSAL

FOR

ARCHITECTURAL SERVICES

FOR

CONSTRUCTION OF GROUP VIII PROJECTS (COMPRISING OF
MULTISTOREY HOSTEL BLOCKS, ACADEMIC BUILDING,
FACULTY OFFICES & APARTMENTS AND OTHER ASSOCIATED
INFRASTRUCTURE) AT IIM INDORE.

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CHAPTER 1
PRESS NOTICE

भारतीय प्रबंध संस्थान इंदौर

प्रेस नोटिस

भारतीय प्रबंध संस्थान इंदौर निम्नलिखित सेवाओं के लिए ऑनलाइन निविदा आमंत्रित की जाती है।

क्र.	कार्य का नाम	एनआईटी संख्या
1.	आर्किटेक्चरल सर्विसेस आई. आई. एम. इंदौर में ग्रुप VIII प्रोजेक्ट्स (बहुमंजिला हॉस्टल ब्लॉक, शैक्षणिक भवन, फैकल्टी ऑफिस और अपार्टमेंट और अन्य संबंधित इन्फ्रास्ट्रक्चर सहित) के निर्माण के लिए आर्किटेक्चरल सर्विसेस प्रदान करना।	आईआईएमआई / परियोजना / 14/2019/82

ई-निविदा के माध्यम से बिड जमा करने की अंतिम तिथि और समय **05.09.2019** तक 03:00 तक है।

बिड फॉर्म और अन्य विवरण सीपीपी पोर्टल वेबसाइट <https://eprocure.gov.in/cppp> या आईआईएम इंदौर वेबसाइट से <http://www.iimdr.ac.in> से देखे और डाउनलोड किए जा सकते हैं :

ह०/-

निदेशक, भा.प्र.सं. इंदौर

INDIAN INSTITUTE OF MANAGEMENT INDORE

PRESS NOTICE

IIM Indore invites online bids for the following services

Sl. No.	Name of Work	NIT No.
1.	Architectural Services Providing Architectural Services for construction of Group VIII Projects (comprising of multi-storey hostel blocks, academic building, faculty offices & apartments and other associated infrastructure) at IIM Indore	IIMI/Project/14/2019/82

Last date & time of submission of bid through e-tendering is **05.09.2019** up to **03:00 P.M.**

The Bid forms and other details can be seen and downloaded from the CPP Portal website: <https://eprocure.gov.in/cppp> OR from IIM Indore website: <http://www.iimdr.ac.in>

sd/-

Director, IIM Indore

CHAPTER 2

**Invitation to RFP
&
Instruction to Bidders**

CHAPTER 2

Invitation to RFP & Instruction to Bidders

Director, Indian Institute of Management, Indore invites online bids in two bid system (i.e. Technical bid & Financial bid) from the eligible registered Architectural entities for providing Architectural services for construction of Group VIII Projects comprising of multistory hostel blocks, academic building, faculty offices & apartments and other associated infrastructure at IIM Indore. Details are as follows:

-

A.1 Information Related to Bid

A.1.1	NIT No.: IIMI / Project / 14/ 2019 / 82	
A.1.2	Name of Work	“Providing Architectural services for construction of Group VIII Projects comprising of multistory hostel blocks, academic building, faculty offices & apartments and other associated infrastructure at IIM Indore.”
A.1.3	Indicative cost of project	Rs. 180 Crore
A.1.4	Bid Processing Fee (Rs.)	Rs. 1500/- by e-payment through electronic mode (Non-Refundable)
A.1.5	Contract period	03 Calendar Months (including monsoon period)
A.1.6	Compensation for delay	@ 0.25% of awarded cost, per day of delay of each activity as mentioned in schedule of payment , subject to the maximum of 10 % of awarded value.
A.1.7	Mode of submission of Bid	On-Line mode only
A.1.8	Bid Security	10,80,000/- (Which will be returned after the selection process is over)

A.2 Key Events and Dates

A.2.1	Publishing Date on CPP Portal	11:00 AM on 01.08.2019
A.2.2	Document Download Start Date	From 11:00 AM on 01.08.2019

A.2.3	Pre-Bid Meeting	03:00 PM on 09.08.2019 at Conference Hall, Administration Block, IIM Indore.
A.2.4	Uploading of clarifications on queries	By 14.08.2019 on IIM Indore website
A.2.5	Last date and time of submission of tender	Upto 03:00 PM on 05.09.2019
A.2.6	Date & Time of online opening of technical bid	03:30 PM on 09.09.2019
A.2.7	Date and time of receipt of hard copies of documents (Technical Bid Only)	03.00 PM, 09.09.2019 by speed post or by hand to Project Office, IIM Indore only Note: onus of postal delay/ loss lies with the bidder only.

A.3 Other Important Information Related to Bid

A.3.1	Security Deposit	2.5 % of awarded value to be recovered from running bills of Architectural service fee. Alternatively, Bank Guarantee (BG) in the prescribed format of the Institute OR fixed deposit receipts from a scheduled bank to be payable at Indore may be submitted. And it must be valid up to date of completion of the EPC Tender formulation contract or as per the requirement of the job/tender conditions.
A.3.2	Performance Guarantee	5 % of awarded value on acceptance of bid. The performance guarantee may be submitted in the form of bank guarantee OR demand draft OR fixed deposit receipt from a scheduled bank which shall be refunded after 60 days of completion of work/issue of completion certificate whichever is later or as per the requirement of the job/tender conditions.
A.3.3	Mode of payment of	Bidders will have to deposit the Bid Processing Fee and Bid Security through NEFT or RTGS only. Other instruments are not accepted on

	Bid Processing & Bid Security	<p>this account. Bank Details for the same are as below:</p> <p>Name of beneficiary : Indian Institute of Management Indore Address : Rau-Pithampur Road, Indore-453556, M.P. Account No. :53018623445 Name of the Bank :State Bank of India Address of the bank :IIM Indore Campus IFSC Code :SBIN0030525 GST No. :23AAAJI0057R1Z3 PAN No. : AAAJI0057R</p> <p>Bidders will have to upload scanned copy of Payment details towards cost of Bid processing fee & Bid Security during the submission of tender and the same will be accepted only on verification & confirmation by the Institute. Any delay in credit will not be entertained by the Institute. In absence of these instruments the bids will summarily be rejected.</p>
A.3.4	Method of Selection	Quality and Cost Based Selection.
A.3.5	Indemnity Bond as per clause 3.4 of G.C.C.	Bidder to submit professional indemnity insurance policy after award of job to indemnify the institute against losses and damages incurred due to Architect's act @0.2% of Architect's fees per annum till the currency of the agreement or period of 10 years whichever is earlier.
A.3.6	Bid Validity	90 Days from the date of submission of Bid

B. Guidelines for E-Tendering

B.1 General Information and bid submission

Online bids from amongst eligible registered Architectural entities are invited under two bids system for providing Architectural services for construction of Group VIII Projects comprising of multistorey hostel blocks, academic building, faculty offices & apartments and other associated infrastructure at IIM Indore.

The registered Architectural entities having experience in providing services for a similar project during the last 07 years ending previous day of last date of submission of tender are requested to participate in the tendering process.

A similar project here means "Providing Architectural services for planning and development of Integrated Campuses for Universities, Higher Education Institutions, Research and Development (R&D) institutions and other such institutional campuses having facilities like:

A. Institutional Buildings

- Academic/ Training/ Resource
- Complex Library building
- Administrative Block/ Office Complex/ Board rooms/ Seminar halls
- Smart class rooms

B. Ancillary Buildings

- Laboratory/ Workshop/ Studios
- Auditorium/ convention Centre
- Sports/Recreational Complex/ Community Centre
- Cafeteria/ Student Activity Centre/ Utility Complex.

C. Residential Facilities

- Residential Complex
- Hostels/ Guest House Complex

Eligibility of bidding agencies shall be evaluated on the basis of their overall past performance, experience of similar projects, Presentation, document submission and their qualification & experience. The Bidders are requested to submit correct information and give documentary evidence as asked in the tender document in support of their eligibility.

- B.2** It is mandatory for all the applicants to have class II or III digital signature certification from licensed certifying agency like NIC, MTNL, e-mudra, TCS, safescrypt, GNFC etc.
- B.3** Detailed NIT can be viewed free of cost on IIM Indore website under the URL <http://www.iimdr.ac.in/tenders/>. Financial bid form can be downloaded only from <https://eprocure.gov.in/eprocure/app>. Uploading of tender will be possible only after making payment of Bid Processing Fee and Bid Security.
- B.4** The tender shall be submitted online on or before the due date and time as mentioned in NIT. Also hard copy of only technical bid should be submitted by speed post only. It will be the prospective bidders' responsibility to post the hard copy in such a way / date so that it should reach IIM Indore by the given due date.
- B.5** The applicant have to upload the details of e-payment of bid processing fee & bid security before the last date & time and download the tender document from the e-tendering portal <https://eprocure.gov.in/eprocure/app>.
- B.6** Tenderer are advised to upload their documents well in time to avoid last minute rush on the server or complication in uploading. IIM Indore will not be responsible for any type of problem in uploading the documents.

- B.7** Online bid documents submitted by intending bidders shall be opened only of those bidders, who have deposited Bid Processing Fee, Bid Security and other documents as per the requirement of NIT.
- B.8** Information and Instructions for bidders posted on website shall form part of bid document.
- B.9** The bid document consisting of set of terms and conditions of the contract to be complied with and other necessary documents can be seen and downloaded from website <https://eprocure.gov.in/eprocure/app> free of cost.
- B.10** Those bidders not registered on the website mentioned above, are required to get registered beforehand. If needed the intending bidders may get acquainted with the process online from the www.eprocure.gov.in site itself.
- B.11** On opening date, the bidder can login and see the bid opening process.
- B.12** Bidder can upload documents in the form of JPG format and PDF format.
- B.13** **The price bid format is provided and the rates offered should be entered in the allotted space only and uploaded after filling the relevant columns. The Price Bid/BOQ template must not be modified / replaced by the bidder; else the bid submitted is liable to be rejected for this tender.**
- B.14** Bidder must ensure to quote their fees in % (percentage) of preliminary estimated cost as indicated.
- B.15** The technical bid (stage-1) will be opened online first on due date and time, as mentioned above. The time and date of opening of Technical bid (stage-2) and financial bid of bidders qualifying the technical bid (stage-1) & financial bid respectively will be uploaded on CPPP.
- B.16** Completed Tenders containing technical bid and price bid will be received ONLINE only on CPP Portal website <https://eprocure.gov.in/eprocure/app> at the fixed time and date indicated in the NIT.
- B.17** If there are any clarifications, this may be obtained online through the tender site, or through the contact details. Bidder should take into account the corrigendum published before submitting the bids online.
- B.18** It is construed that the bidder has read all the terms and conditions before submitting their offer. Bidder should go through the tender schedules carefully and upload the documents as asked; otherwise, the bid will be rejected.
- B.19** The bidder has to digitally sign and upload the required bid documents one by one as indicated. Bidders to note that the very act of using DSC for downloading the bids and uploading their offers shall be deemed to be a confirmation that they have read all sections and pages of the bid document including General conditions of contract without any exception and have understood the entire document and are clear about the requirements of the tender.
- B.20** The bidders are requested to submit the bids through online e-tendering system to the Tender Inviting Authority (TIA) well before the bid submission end date & time (as per Server System Clock). The TIA will not be responsible for any sort of delay or the difficulties faced during the submission of bids online by the bidders at the eleventh hour. Tenderers are advised to upload their documents well in time to

avoid last minute rush on the server. Request for postpone time will not be entertained.

- B.21 The time settings fixed in the server side & displayed at the top of the tender site, will be valid for all actions of requesting, bid submission, bid opening etc., in the e-tender system. The bidders should follow this time during bid submission.
- B.22 The maximum size of file to be uploaded during submission of tender through online mode will be governed by the CPP Portal provisions.

C. Other Information and terms & conditions

C.1 Time schedule

Time for completion of aforesaid jobs will be 3 months (including monsoon period) from the date of issue of workorder. The contract will remain valid for 3 Calendar Months or actual date of handing over/completion of work whichever is later. The basic consideration and the essence of the contract shall be adherence to the time schedule for performing the Architectural services for aforesaid job.

C.2 Technical Bid

The Technical Bid submitted by the bidder should duly consider the requirements as per NIT.

C.3 List of Documents for Technical Bid to be uploaded on CPP portal

I. Technical Bid Stage-1:

The following documents should be duly self attested and scanned copies uploaded on CPP portal on or before the due date mentioned in NIT. **Further, hard copies of these documents are also required to be submitted as per the modality & due date mentioned in the NIT:**

- i. Letter of transmittal (form-01)
- ii. Technical bid (NIT duly signed and sealed to be uploaded)
- iii. E-payment details towards cost of bid processing fee & bid security.
- iv. Annual financial payment received on account of Architectural Services during the three financial years 2015-16, 2016-17, 2017-18 duly certified by a practicing Chartered Accountant
- v. Completion certificate(s) for similar Architectural Services completed during last seven years wherein value & stipulated & actual date of completion should be mentioned, has to be uploaded for this purpose. Certificates of Work Experience/Completion Certificates issued by authorized signatory. (Sample/indicative format attached)

- vi. Certificate(s) in respect of LEED/GRIHA certified projects.
- vii. PAN (Permanent Account Number)
- viii. Income Tax Return for three financial years 2015-16, 2016-17, 2017-18
- ix. GST (Goods & Services Tax) Registration Certificate
- x. EPF/ESI registration certificates
- xi. Authorisation letter of officer(s) who is uploading the tender & who will be signing agreement / making communication etc.
- xii. Undertaking on the letter head having gone through and its acceptance for the NIT terms & conditions and corrigendum (if any).
- xiii. Integrity Agreement (as prescribed in the tender should duly be signed and sealed by the authorised signatory and uploaded. However, the actual execution of agreement on non-judicial stamp paper of requisite value will be done immediately after furnishing of performance guarantee).
- xiv. Bank details for refund of bid security (format attached)
- xv. Any other document that bidder felt necessary in support of his candidature.

II. Technical Bid (Stage-2) (Presentation) -All those Bidders, who qualify in Technical Bid (Stage-I) will have to make a presentation before the jury constituted by IIMI as per the details / heading explained in clause-4 of chapter-4 especially for Group VIII Project, as briefed in the tender doc. The copy of presentation to be uploaded on the CPP portal while submission of bid and the hardcopy as well as softcopy to be send by post along with the technical bid (stage-1) envelope.

The following documents should be duly attested and scanned copies uploaded on CPP portal on or before the due date mentioned in NIT. **Further, hard copies of these documents are also required to be submitted as per the modality & due date mentioned in the NIT:**

- i. Copy of presentation proposed to be made before jury (time limit - within 30-45 min.; language - Hindi/English)
- ii. Submission of documents & drawings as explained in Chapter 4 vide para 4.1 & 4.2.
- iii. Organizational setup of the firm (highlighting Architectural Services job management)

III. Financial Bid

1. The Architectural Services Fee shall be for the total Scope of works as detailed in the NIT. The Bidders are required to quote a percentage (%) of total indicative cost of Project.
2. The Tax & levies shall be paid/deducted as mentioned in clause no.29 under Chapter 7 (Other Conditions).
3. The price shall remain firm during the pendency of the contract.

C.4 Signature of Bidder

The bid must contain the name and place of business of the Bidder. Significant evidence of authority of the person signing on behalf of the Bidder shall be furnished with the bid. All the pages of this document must be initialed/signed and submitted to IIM Indore within the stipulated date of submission of bids.

C.5 Validity

The offer shall remain valid for a period of 90 Days from the date of submission of Bid.

C.6 The bid submitted shall become invalid if:

- I. The Bidder is found ineligible.
- II. The bidder does not submit the bid processing fee and bid security.
- III. The Bidder does not upload all the documents as stipulated in the NIT.
- IV. If any discrepancy is noticed between the documents as uploaded at the time of submission of bid and hard copies as submitted.
- V. If the bid founds irresponsible at any stage of evaluation.

C.7 IIM Indore reserves the right to reject any bid(s) or all bids without assigning any reason at any stage.

C.8 IIM Indore also reserves the right to restrict the list of qualified bidders to any number deemed fit by shortlisting the bids with higher marks in order of merit.

C.9 Any discrepancy, error, ambiguity in the RFP and its contents must be brought to the notice of the project department, IIM Indore in writing through e-mail to projectdept@iimidr.ac.in or in pre-bid meeting. No communication in this regard will be entertained after the pre-bid meeting.

C.10 No individual response shall be given to any of the communication. Clarification if any will be notified on the institute website after the date of pre-bid meeting.

C.11 Request for change of date or terms and conditions will not be entertained

- C.12 All provisions in this document are supplementary and complementary to each other and are not to be read in isolation.
- C.13 IF ANY INFORMATION FURNISHED by the applicant is found to be incorrect at a later stage, they shall be liable to be debarred from tendering/ taking up works in IIM INDORE.
- C.14 Short listing of the agencies shall be subject to thorough verification of their credentials and inspection of works carried out by them, through a Technical Evaluation committee of experts, constituted by IIM Indore, if required.
- C.15 IIM Indore does not bind itself to accept the lowest or any other bid and reserves to itself the authority to reject any or all the bids received without the assignment of any reason. All bids in which any of the prescribed condition is not fulfilled or any condition including that of conditional rebate is put forth by the bidders shall be summarily rejected.
- C.16 Canvassing whether directly or indirectly, in connection with bidders is strictly prohibited and the bids submitted by the Architects who resort to canvassing will be liable for rejection.
- C.17 The bid for the works shall remain open for acceptance for a period of 90 Days from the date of submission of Bid. If any bidders withdraws his bid before the said period or issue of letter of acceptance, whichever is earlier, or makes any modifications in the terms and conditions of the bid which are not acceptable to the department, then the IIM Indore shall, without prejudice to any other right or remedy, be at liberty to forfeit 100% of the said bid security as aforesaid. Further the bidders shall not be allowed to participate in the rebidding process of the work.
- C.18 This notice inviting Bid shall form a part of the Architect contract document. The successful bidders, on acceptance of his bid by the Accepting Authority shall within 15 days from the stipulated date of start of the work, sign the contract consisting of:-
- The Notice Inviting Bid, all the documents including additional conditions, specifications, General Conditions of Contract and drawings, if any, forming part of the bid as uploaded at the time of invitation of bid and the rates quoted online at the time of submission of bid and acceptance thereof together with any correspondence leading thereto.
 - Any other Standard C.P.W.D. Form / other forms as applicable/mentioned.
- C.19 For any queries regarding e-tendering process, the bidders are requested to contact as provided in the tender document. Parallely for any further queries, the bidders are asked to contact over phone: 0120-4200462, 0120- 4001002, 91-8826246593 or send a mail over to cppp-nic@nic.in

- c.20 The specifications, Terms & Conditions, other regulations which are not herein mentioned will be guided by relevant CPWD guidelines, manual, specifications / BIS / IS/ Other Central Govt. norms to the extent applicable for IIM Indore & the decision in this regard will be guided by the decision of the respective authority of IIM Indore which shall be final and binding to the Architect.
- c.21 In the event of acceptance of a tender, the documents submitted by the successful bidder shall be verified with the originals before the award of work.

CHAPTER 3

BRIEF DETAIL & OBJECTIVE OF THE WORK

CHAPTER 3

Brief Detail and Objective of the Work

Group-VIII Project

Under the expansion plan, it is envisioned to build academic building & multi-storey hostel blocks for 600-650 nos. students, offices for faculty & staff/associates, residential quarters/ apartment for faculty and other associated infrastructures like seminar halls, food court, lounges, cafeteria cum holding areas, internal & external MEP services, sewage treatment plants, water treatment plant & sumps, electrical sub-stations, establishing RMU & SCADA in the grid, fire-fighting services, etc. The tentative area schedule is as follows: -

A.	<u>Academic Activities</u>	<u>Tentative Area</u>
A.1.	Lecture Hall / Classrooms	
i)	Classroom @ 150 to 175sq.m. x 12nos.	= 2000sq.m.
ii)	Syndicate room @ 20sq.m. x 12nos.	= 240sq.m.
iii)	Wash area	= <u>150sq.m.</u>
		= 2390sq.m
iv)	Circulation area (35%)	= <u>840sq.m.</u>
	Total	= 3230sq.m.
A.2.	Faculty Offices	
i)	Offices @ 18 to 20sq.m. x 70nos.	= 1400sq.m.
ii)	Circulation area (35%)	= 490sq.m.
iii)	Wash area	= <u>175sq.m.</u>
	Total	= 2065sq.m.
A.3.	Offices for staff and academic associates	
i)	Offices for staff & academic associates @6sq.m. X 136nos.	= 816sq.m
ii)	Circulation area (35%)	= 286sq.m.
iii)	Wash area	= <u>340sq.m.</u>
	Total	= 1442sq.m.
A.4.	Conference Room/seminar hall of 150seating Capacity for faculty meetings	
	Total	= 450sq.m.
A.5.	Student cafeteria cum holding area	
	Total	= 400sq.m.

A.6. Faculty Lounge & rest area Total = 200sq.m.

Total Area (A) for Academic Activities= 3230+2065+1442+450+400+200 = 7787sq.m.
Say=7800sq.m.

B. Residential Zone

B.1. Hostel (Multistorey of 8 to 10 floors- in two blocks)

i. Student hostels for 600-650 students	=	10000sq.m.
ii. Wash area	=	2400sq.m.
iii. Common Room	=	400sq.m.
iv. Store Room	=	300sq.m.
v. Office/reception/Medical	=	100sq.m.
vi. Multipurpose hall- 4nos.	=	600sq.m.
vii. Utility Space	=	200sq.m.
viii. Visitor room & warden room	=	100sq.m.
ix. Cloth drying area at different levels in the multistorey complex @300sq.m. each for two blocks	=	<u>600sq.m.</u>
	=	14700sq.m.
x. Circulation Area (40%)	=	<u>5880sq.m.</u>
	Total	= 20580sq.m.
	Say(B1)	= 20600sq.m

B.2. Residential Quarters/apartments for faculty

i. Type V @ 200sq.m. x 70nos.	=	14000sqm.
ii. Circulation (35%)	=	4900sq.m.
iii. Parking for 70 vehicles	=	1400sq.m.
iv. Circulation (if multi-level car parking) @35%	=	<u>490sq.m.</u>
	Total	= 20790sq.m.
	Say (B2)	= 20800sq.m.

Total area (B) for Residential Zone (B1+B2)= 20600+20800 =41400sqm

C. General Purpose

i. Food Court	=	1200sq.m.
ii. Miscellaneous buildings like Sub stations, Pump rooms, security office etc.		
	=	<u>600sq.m.</u>

Total area (C) for General Purposes = 1800sq.m.

Tentative Built up area (A+B+C) = 7800+41400+1800 = 51000sq.m.

- | | | | | |
|----|---------------------------------------|-----|---|--------------|
| D. | Tentative built up area to be created | say | = | 51000sq.m. |
| E. | Tentative cost of Group-VIII Project | | = | Rs.180crores |

Tentative site of Group-VIII Project: marked as “1” in the following key plan of the Institute.



CHAPTER 4

Eligibility Criteria, Evaluation and Selection of Architect

CHAPTER 4 Eligibility Criteria, Evaluation and Selection of Architect

1. **Eligibility Criteria:** Prospective bidder should have the following for making oneself eligible for participation in the bidding process -
 - a. Should be registered Architectural entities
 - b. Should possess the experience in the field of Architectural Services
 - c. Should have the requisite experience of providing Architectural Services as per the requirement of the NIT in the field of planning and development of Integrated Campuses for Universities, Higher Education Institutions, Research and Development (R&D) institutions and other such institutional campuses having facilities like:
 - I. **Institutional Buildings**
 - Academic/ Training/ Resource
 - Complex Library building
 - Administrative Block/ Office Complex/ Board rooms/ Seminar halls
 - Smart class rooms
 - II. **Ancillary Buildings**
 - Laboratory/ Workshop/ Studios
 - Auditorium/ convention Centre
 - Sports/Recreational Complex/ Community Centre
 - Cafeteria/ Student Activity Centre/ Utility Complex.
 - III. **Residential Facilities**
 - Residential Complex
 - Hostels/ Guest House Complex
 - d. Should be able to qualify as per the requirement of the different stages of evaluation given in the NIT.

2. OVERALL EVALUATION PROCESS & SELECTION OF ARCHITECT

Bidding Process will be a two-bid system which comprises of technical bid and financial bid. Further the technical bid will be subdivided into two stages namely technical bid stage-1 and technical bid stage-2. The ratio of weightages for cost and technical score will be 20:80 (Twenty: Eighty) respectively

The Method of selection will be Quality and Cost Based Selection (QCBS). As specified earlier, the Technical bid will be evaluated in two stages. Stage-1 will be based on bidder's Profile / credentials / work experience whereas stage - 2 would be based on bidder's vision / approach towards the prospective assignment & the same will be evaluated through the presentation made by bidder before the jury.

After that the financial bid will be opened for the qualified bidders of the respective stage only. The weightage would be as follows.

a. Technical Bid

- Stage-1 (Bidder's profile/credentials/work experience) =10%
- Stage-2 (Presentation) =70%

b. Financial Bid (i.e. cost)

=20%

The entity scoring the highest marks after final evaluation will be selected as the Architect.

3. TECHNICAL BID (STAGE-1)

3.1 The eligible entity will be shortlisted by IIM Indore based on the marks obtained against the under mentioned parameters.

Sl. No	Criteria		Maximum Marks
i)	Experience of the similar Projects completed during the last seven years.	For similar project of value: <ul style="list-style-type: none"> • job of value ≥ 180crore (single job) : 50marks • job of value ≥ 144crore & < 180crore (single job) : 40marks • job of value ≥ 108crore & < 144crore (Single job) : 30marks Note: Completion certificate where in value at completion should be mentioned, has to be uploaded for this purpose. Certificates of Work Experience/Completion Certificates issued by authorized signatory.	50
ii)	-do-	10 marks for each of the Architectural Service undertaken for similar works of value 180 crores and above, having been completed within the specified time during last seven years as per the original stipulated date of completion mentioned in the work order. Note: Completion certificate where in value & stipulated & actual date of completion should be mentioned, has to be uploaded for this purpose. Certificates of Work Experience/Completion Certificates issued by authorized signatory.	20
iii)	Green building/ campus for any	Achievement of having completed certified Institutional buildings/ multi-storied building/ group of certified buildings in a campus. (Certification of GRIHA/LEED for relevant category) 1. Platinum Rating (as per LEED) or GRIHA-V	10

	institutional work certification.	(as per Indian standard): 10 marks each 2. Gold Rating (as per LEED) or GRIHA-IV (as per Indian standard): 5 marks each 3. Silver Rating (as per LEED) or GRIHA-III (as per Indian standard): 3 marks each	
iv)	Financial Credential	Annual financial payment received on account of Architectural Service jobs during the three financial years 2015-16, 2016-17, 2017-18 duly certified by a practicing Chartered Accountant. (Marking based on average of above three years) <ul style="list-style-type: none"> • 05 marks for ≥ 3.2 crore and < 4.3 crore • 10 marks for ≥ 4.3 crore and < 5.4 crore • 20 marks for ≥ 5.4 crore 	20
		Total Marks	100

3.2 All those who score 70% and above marks in the Evaluation of Technical Bid (stage-1) will be invited for making a presentation before the Committee / jury constituted for the purpose.

3.3 The weightage of the Technical Bid (Stage-1) towards final evaluation shall be 10%.

4. Technical bid (STAGE-II)

4.1 **The tentative project detail as given in chapter-3 to follow but not limited to that.** All participating entities are advised to visit the site before submitting their proposal for Architectural services. The prospective bidders are requested to give prior intimation for their site visit on any of the working days during the office hours. Normally the working hours observed in the Institute is 9.00 AM to 05.30 PM & the working days are Monday to Friday. The communication can be made on projectdept@iimidr.ac.in

The prospective bidders is required to give a **multi-media presentation** along with Design Proposal. The Bidders shall be required to make presentations of 30 to 45 minutes duration duly supported by computer generated 3D animations, walk through etc. **The Bidders will present their conceptual understanding of the project in the form of a design proposal/ design scheme along with their vision on the planning of a Modern-State of the Art- Green Campus.**

The broad Concept Architecture design and theming should encompass the following

a. **Functional Distribution and Activity Pattern**

b. Movement and Accessibility

(Universal access for all spaces with special focus on pedestrian network within the campus connecting other existing zones, encouraging walking and cycling. However, the campus should have good connectivity with public transit system through a defined vehicular network and parking facilities)

c. Open-space system

(Integrated landscapes considering ecological processes within and adjoining the campus boundaries)

d. Built form system

(Clearly articulating the morphological structure through typological variations, overall massing and volumetric disposition of built form within the campus)

e. Services and Infrastructural system

(Efficiently dove-tailed with form and function considering sustainable practices throughout the campus)

The detailed architectural schemes should be able to demonstrate aesthetic appeal, experiential quality, building expression, use of innovative technology, design in terms of sensitivity to location, appropriate materials for construction, seismic factors and response to requirement of space. The final scheme (Urban Design and Architecture) should represent the nature of development envisaged for the proposed campus through relevant drawings, images, sketches, walkthrough, 3D models etc.

4.2 The bidder will upload on CPPP & submit the hard copy of following documents for a comprehensive planning & design of the proposed infrastructure but not limited to:

i) A Detailed Report (bound in A-4 pages, along with a soft copy) containing Architect visualization of the project, design proposal including features relevant to design scheme with sketches/3-D rendering to explain concepts and innovations, diagram of designed general functional arrangements showing inter-linkage/ distribution of activities at different levels, summary schedule of usable and gross areas expressed in metric system.

ii) Drawings as given below and all the drawings will have a maximum A0 size (1140 mm × 840 mm):

➤ **Concept Sheet/s**

➤ **Master/Lay out Plan (1:750):** This shall indicate layout of buildings and necessary infrastructure as per IIM INDORE requirements along with corresponding sections.

➤ **System Plans (1:750)**

✓ Use and Activity- This shall indicate functional distribution within the campus.

- ✓ Movement- This shall indicate details of vehicular and pedestrian movement, parking, and access to the buildings/blocks along with corresponding sections.
- ✓ Open Space and Natural System- This shall indicate distribution and use of open spaces within the campus.
- ✓ Built Form- This shall indicate formal and spatial distribution highlighting typological variations
- ✓ Services and Infrastructure- This shall indicate infrastructure layouts as part of overall planning
- ✓ Ecological and Environmental considerations of the Project- This shall indicate key aspects and details for a sustainable campus.
- **Landscape Plan 1:750** This shall indicate hard and soft areas, outdoor furniture, types of plantation, and other Landscaping element etc. along with corresponding sections.
- **Development Controls and Architectural character**
- **Perspective / 3D views**
- **Model 1:500 (base size of 1800x1200mm) of the overall Master/Layout Plan**
- **Development Controls and Architectural guidelines as part of the overall Report (30 pages max.)**

iii) Drawings and Documents for the following:

- Detailing of a part of one classroom
- Technical details for any one Multistoried hostel (10+ stories design)
- A typical residential flat- type V with three B/R

iv) List of Drawings for each of the above areas:

- Concept Sheet/s
- All Floor Plans 1:200
- All Elevations 1:200
- Two Sectional Elevations 1:200
- Sections (Min 2) 1:200
- Perspective / 3D Views
- Energy and Environmental Considerations
- Any other details

Note: The entire Design Proposal shall also be submitted in CD/DVD. All drawings submitted in CD/DVD shall be in '.dwg' format, readable in Auto CAD 2016.

4.3 Marking System for Technical Bid Stage-II

Sl. No.	Category	Description	Maximum Marks	
			Marks	Total

1	Architect's Capability	i.	overview of the Architect's capabilities in handling a project of this nature, specifically the extent to which the Architect can offer value addition to the project	5	35
		ii.	Submission of documents & drawings as explained above i.e. para 4.1 & 4.2	30	
2	Design Scheme	i.	Overall Landscape Plan with integration of open and built spaces	5	15
		ii.	Site Planning: Optimum use and efficiency	5	
		iii.	Movement system articulation	5	
3	Environment and energy strategy	Energy efficiency parameters in terms of:			25
		i.	Range and level of sustainability processes and environmental systems	5	
		ii.	Extent and mode of adoption of green building norms	10	
		iii.	Water conservation strategy	5	
		iv.	Waste management system	5	
4	Architectural Design	Each detailed architectural scheme for will be evaluated for:			25
		i.	Aesthetic Appeal, Building expression, Innovative Technology and space utilization keeping in mind future development etc.	10	
		ii.	Response to functional requirement of space while developing floor plan	5	
		iii.	Utility and Service Plan	5	
		iv.	Most cost effective design (substructure and superstructure): to be elaborated as to why his design of substructure, superstructure and services to be considered as most cost effective). Existing soil report for adjacent area shall be made available by IIMI if asked for.	5	
Total Marks				100	

- 4.4 The presentation by each bidder should be of 30-45 minutes duration. Bidder have to make their own arrangements for making the presentations.
- 4.5 IIM Indore reserves the right to go for site inspection of the completed works involving Architectural services of the prospective bidder and it may have

the bearing on the selection decision. The expenditure in this connection shall be borne by the IIM Indore.

- 4.6 The weightage of marks scored in the Presentation shall contribute 70% towards the final evaluation.

5. Financial Bid

The weightage of marks scored in the financial bid shall contribute 20% towards the final evaluation.

CHAPTER 5

SCOPE OF WORKS

Chapter- 5

Scope of works

5.1 General Scope of Works

The Architect shall function completely as per the direction as well as specific principles & guidelines laid down by IIM Indore. IIM Indore will have the final authority in all selection and decision processes related to the Group-VIII project. The Architect shall chalk out complete listing & planning of activities.

The broad scope of work of Architect to the satisfaction of competent authority of IIM Indore includes, but not limited to:

1. Providing Architectural Services as stipulated in the tender document & as per the requirement flagged by IIM Indore authorities in respect of Group VIII project & or as per the requirement of the site not mentioned herein.

5.2 SCOPE OF SERVICES

Architect will have to prepare a scheme, designs, and footprint layout on an area identified. Architectural services will include but not limited to Architectural, theming, designing, detailing and developing of building services, broadly covering:

- Architectural Design & drawings (except R.C.C. structural element design),
- Formulating schemes/designs for internal and external services including Civil works, Interior Design, Mechanical works, Electrical works etc. (Internal Electrification, Sub Station, DG Set, LT & HT Cabling and Networks, Lifts and Traffic analysis, street lighting etc.),
- Water Supply and Plumbing works,
- Drainage,
- Landscaping,
- Furniture Design,
- all systems for Information and communication enabled Technology in lecture theaters/ class rooms/ offices,
- Integrated Building Management System (IBMS),
- Data and Tele-Communication Service & Design,
- Acoustic designs for buildings wherever required,
- Special Lighting for Stages/Auditorium/Exhibition and other required spaces,
- Renewable Energy System with Networks,
- Solar Powered Electrification network including arrangements for feeding surplus power to grid,
- STP ,
- Water Treatment Plant,

- Rain water harvesting,
- Other development works, etc. as well as issue of Good for construction drawings. Necessary schemes for making a barrier free campus are also included in the scope.

The Architect shall provide Architectural services broadly described above. However, it should be clearly understood that the description of services is only indicative and the Architect shall be required to perform any other services which may be required whether or not expressly mentioned hereinafter for **“construction of Group VIII Projects comprising of multistorey hostel blocks, academic building, faculty offices & apartments and other associated infrastructure at IIM Indore”** to the satisfaction of IIM Indore.

Brief scope is as follows:

Scope of Works	Description
Finalization of spaces required	Discussions with IIM, Indore and finalization of project brief including illustrating requirements of IIM Indore with regards to the entire scope of work that is to be implemented.
Formulation of design concept	Design basis Report, Concept design and drawing details to be prepared by Architect and to be submitted for Review by IIMI & After incorporating the comments, concept to be finalized & based on which approval may be given by IIMI.
Obtaining all NOCs including Preparation of documents for submission to various concerned authorities/agencies	It is under the scope of Architect to prepare/obtain all the necessary documents/drawings & take action of obtaining respective NOCs from different governing/statutory authorities/other agencies to enable IIMI to start construction activities for the project. Charges and other incidental expenses for obtaining approvals would be borne by Architect.
Preparation of Detailed Estimate & drawings	Preparation of Detailed Estimate based on detailed drawing based on applicable CPWD DSR for the Items of DSR and based on Rate Analysis for Non-DSR items. Architect will frame detailed estimate duly supported with takeoff sheets, abstract of cost segment wise, fully developed drawings of building, services layouts of all floors, specification and terms and conditions in conformity with the applicable Central Government regulations/ generally based on provisions of CPWD Manual by following applicable government procedures. Architect shall present a copy of these documents to the IIM Indore for approval. The approval thus conveyed is in principle and not a certificate to the correctness of drawing or detailed estimate or specification or legality.

To ensure if design is satisfying all the norms	With regards to the correctness of the Architectural design, drawings, measurements, estimate and execution process etc., the Architect will be solely responsible for their correctness and technical soundness. Architect shall ensure compliance of all architectural norms, statutory and regulatory norms of their own.
In case of any clarification or further detailing of Architectural design & drawings required during preparation of EPC Tender document	Though the main work of Architect will complete after handing over the deliverable but in case of any further clarification of Architectural design or drawing required during the preparation of EPC Tender doc.
Preparation of documents and getting approvals for all the services	The Architect shall have the overall responsibility of getting the all the statutory approvals / NOC's etc. for all construction & services from government authorities..

5.3 In addition to these, the scope of works includes making presentations/documents and obtaining all approvals/clearances for commencing the construction works from the concerned statutory authorities.

5.4 GREEN BUILDING DESIGN

The Architect shall adhere to highest standards of environment and energy sustainability as stipulated in respective Clause, An Environmental Brief and as approved by IIM Indore. Holistic integration of the environmental sustainability brief in design, materials, construction, services, processes and maintenance concerns should be strictly addressed in planning and design to achieve a Green Campus equivalent to GRIHA 5 Star/ LEED Platinum standards. All stage wise approvals from the concerned statutory authorities be coordinated and obtained by the Architect. Nothing extra shall be paid on this account.

5.5 The Architect's role and responsibility will include:

- providing Design / Architectural services in project conceptualization covering space utilization, functional requirements, preparation of LOP, Project cost estimation, Detailed Architecture drawings, The Preliminary project report shall cover all project components. The Architect shall provide Architectural design philosophy and the design methodology etc. for the entire Architectural design scheme of the campus.

- The Architect shall get the approval of the conceptual scheme from IIM INDORE through presentations, physical models(as required by IIMI), computer walk-through etc. Comments and suggestions or alternate proposal of the IIM INDORE shall be evaluated and suitably incorporated till the concept design is accepted and frozen.
- The Architect shall develop the concept drawings for each of the building for submission to all the statutory authorities/bodies, incorporate changes, if suggested by the statutory authorities /bodies and obtain approvals from all regulatory authorities.
- The Architect shall take all necessary statutory approvals from all the concerned authorities. Preparation and submission of drawings / materials/ 3D-walk through as per norms or any other body or as per municipal norms and models for obtaining these approvals will be done by the architect at no additional cost. The architect shall prepare all study reports, drawings, physical models, simulations, and assessment reports etc. which are required for clearance by all above bodies/authorities.
- All Environmental Impact and Social Impact Assessment, and their clearance from concerned statutory bodies will be obtained by the architect.
- The Architect shall have constant and regular interaction with the IIM INDORE for formulating the design philosophy and parameters, preparation of preliminary estimate, designs/ drawings and specifications.
- The Architect shall ensure that the various building/engineering services are suitably and economically designed without any discrepancies between the structure and finishes, and the requirements of service installation. And it should also be kept in mind that the new construction proposed shall aesthetically gel with the existing construction.
- The Architect shall prepare all the documents required for call of EPC tenders by the IIM Indore for execution of work in suitable packages as required/approved by IIM INDORE. If any corrections / observations are made by the IIM INDORE, the same shall be complied by the Architect till final approval by the competent authority.
- The Architect shall have to perform in an efficient, orderly and professional manner and shall deploy necessary qualified and skilled persons according to the requirement of the services.
- All basic/ detailed drawings by Architect wherever special services or equipments are required, and all the drawings for the structure will be checked and approved by Architect before submitted for approval to IIM INDORE. The decision of IIM INDORE for the drawings to be submitted for special equipment or services or structure will be final to this effect.
- The Architect shall comply with all applicable laws, bye-laws, and statutory provisions etc. in the performance of the assignment and in the execution of the project.
- The Architect shall comply with all the applicable norms/codes/guidelines/regulations/bye-laws/statutes of local as well as Central Govt. Bodies.

- The Architectural services shall be provided through a Team Leader supported by experienced professionals. The entity will deploy adequate number of professionals and other staff to deliver the requisite services as per time schedule.
- The Architect shall ensure that the nature, position, and appearance of all controls of piped services and electrical installation satisfy user and aesthetic requirements, and ensure that adequate coordination drawings are included. He shall also ensure that the various building/engineering services are suitable and economically designed without any discrepancies between the structure and finishes, and the requirements of service installation.
- The Architect shall have to co-ordinate with the IIM INDORE and attend meetings as and when required by IIM INDORE.
- Architectural Services in the following highlighted areas:-
 - i. All Architectural Services including building plans, Landscaping and Signage plans etc.
 - ii. Soil investigation, S.B.C., Survey, Concept design development etc.
 - iii. All Electrical and Mechanical Engineering Services should be designed as “NET ZERO ENERGY” Services.
 - iv. All Mechanical Engineering Services
 - v. All Public Health Engineering Services
 - vi. All Waste Water treatment and C&D (Construction and demolition) waste management, treatment and recycling System.
 - vii. Green Building Concept (Norms to be followed as per Platinum-LEED/5 Star- GRIHA)
 - viii. All furniture/equipments/ fixtures/ fittings for all buildings including rooms, classrooms, kitchens, lecture rooms, amphitheater, convocation hall etc.
 - ix. All interiors and all acoustical treatments.
 - x. All art work and signage
 - xi. All water supply & drainage system
 - xii. All I.T. Service/ICT Services for lecture halls/Classrooms/Offices
 - xiii. All environmental clearances/ permissions, environmental impact & social impact assessment and their clearance from concerned statutory bodies/ministries of the Govt.
 - xiv. Any other services which are required but not specifically indicated
- The Architect will prepare the specifications and requirements for carrying out topographical survey and the survey of all existing services and other constraints existing in and around the site and get it approved from IIM INDORE. Thereafter, the work will be got executed by the Architect and the report will be utilized for planning and designing of the overall scheme.

- The Architect will study and interpret the soil investigation reports and input data for structural and foundation design for individual buildings/ structures/ equipment's etc. as per relevant IS codes. The Soil investigation & determination of safe bearing capacity would also be forming the part of the scope of the Architect which they have to carry out on their cost & shall be included in the quote.
- **Concept Design development, submission & approval**
 - i. Ascertain IIM Indore's requirements and examination of site constraints and potential for individual buildings, external and internal systems/ services, and preparation of a brief for IIM INDORE's review/ recommendations and IIM Indore's approval including conceptual / control designs/ drawings/ documents and incorporating required changes, if any.
 - ii. Development of the concept design after interacting with IIM INDORE.
 - iii. Submission of the concept design and make presentation of the entire scheme.
 - iv. Modifications in the concept plan taking into account the comments, suggestions of IIM INDORE and submitting the same to IIM INDORE for approval.
 - v. Submission of the final concept design along with models, photograph, 3D-walk through as per norms etc. to IIM Indore. The cost of such models, photographs, etc. shall be borne by the Architect.
 - vi. Obtaining approval of the Concept design from IIM Indore.
- **Project Report:** Preparation of Project Report and Project cost estimate covering all project components including any equipment, machineries required etc.
- **Approval Stage**
 - i. Development of the Submission Plans of buildings and all external services including Fire Fighting arrangement & details
 - ii. Submission of the Architectural design, drawing and related document to concerned local authorities.
 - iii. Modifications of the design, drawing etc. taking into account the comments, suggestions etc. of the local bodies.
 - iv. Re-Submission and obtaining approval of the Architectural design, Drawing etc. from local bodies.
 - v. Carrying out Environment Impact Assessment, submission of the same and getting approval from concerned authorities.
 - vi. Obtaining necessary approval of the project from Pollution Control Board and Ministry of Environment/Department of forest and environment, as per the requirement.

- **DETAILED ARCHITECTURAL SERVICES**

- i. Prepare tender drawings. The tender drawings & documents shall include detailed site plan, detailed drawings for each buildings including floor plans, elevations, door & window schedules, finishing schedules, fitting schedules, color schemes, flooring patterns, reflected ceiling plans, ironmongery, joinery, installation details, wall profiles, Staircases, ramp and lift details, details of important building parts /areas, landscape & horticulture details etc. As far as possible standards of quality performance requirement and descriptive names shall be used rather than specific products or brand names. As required by IIM Indore advisories Architect needs to ensure use of minimum 2% processed/recycled products such as GSB etc. from C&D waste to be used in non-sensitive structures in the project.

- ii. Drawings shall be adequately detailed and shall contain enough information to enable construction, full measurement, pricing and production of bill for payment. The drawing shall include:

- a. **Layout Plan showing:**

- All proposed buildings, play fields, green area, Sewage Treatment Plant, Sump, Rain Water Harvesting, Electrical Sub-Station etc.
 - Blow up of road junction / parking area and other such area as required.
 - Coordinated External services

- b. **Detailed Drawings of:**

- Floor plans, fully coordinated with all services/disciplines
 - Elevations
 - Sections
 - Wall profiles
 - Doors & Window details
 - Stairs/Ramps/Lifts details
 - Details of building parts, areas, critical special treatments.
 - Toilet details.
 - Flooring pattern and details
 - Dado details
 - Roof flow, draining including rain water harvesting system underground tank
 - Detailed designed and drawing of all types of furniture, all lab equipments, all workshop machineries, all kitchen equipment etc.
 - Detailed drawing of art work.

- Any other detailed require by the Engineer-In-charge.

c. Landscape & Horticulture

- Drawings of landscape including blow up of critical areas / landscapes / plantation schemes in detailed coordination with all external services
- Horticulture details

d. Any other details required for completion of the buildings/services.

e. ELECTRICAL ENGINEERING SERVICES

The electrical system shall be designed in accordance with “Net Zero energy “and GRIHA norms and it should conform to GRIHA 5 Star Rating/ Platinum-LEED Rating. The services to be provided by Architect shall include Design Basis Report, Preliminary & Detailed Estimates, Load Calculation, Design and Drawings, specifications.

(i) Internal and External Electrification

- ✓ Design of internal electrification network of building with adequate sizing of cables, wires, switchgears, distribution boards, panels, electrical fittings, fixtures etc.
- ✓ Earthing protection system to be planned in accordance with latest IS standards.
- ✓ Lifts and escalators shall be designed to make barrier free campus including relevant norms and provisions for Persons with Disabilities (IIM INDORE).
- ✓ Calculation and Simulation required conforming to GRIHA 5 Star Rating/ Platinum-LEED Rating for complete electrical lightning system for the best illumination level (foot candles), uniformity, layout, and aesthetic considerations such as color rendition shall be taken into account.
- ✓ Measures for energy conservation -day light harvesting, occupancy sensor etc.
- ✓ Liasoning and approval with all statutory bodies for obtaining the clearances.
- ✓ All the staff quarters and faculty housing shall have the provision of communicable electrical billing system.

(ii) External Electrification- other works

- ✓ Evaluation of electrical load and assessment whether another substation required or not as the campus have four

(4)substations already and if required, design of Sub -Station at various voltage levels in a ring man topology, with a suitable underground power cable distribution network considering the voltage drop as per distance and load calculation. System will have redundancy and should not depend on single power source.

- ✓ Design of power backups with Diesel Generator to be planned with Automatic mains failure panel, synchronization scheme and load shedding scheme.
- ✓ Street lights and landscape lightning to be provided in accordance with GRIHA.
- ✓ Suitable Automatic Power Factor correction system to be provided.

f. Renewable Energy sources

- ✓ Design of alternative renewable energy sources along with solar power generation to minimize the energy requirement from conventional sources.
- ✓ Solar power system at desired voltage level shall be in corporate with an import/export power scheme. Automatic transfer scheme from raw power to renewable power shall be provided with a suitable provision in electrical panels.
- ✓ Solar Potential Study and recommendations for whole area along with Grid connectivity.

g. Energy/Building Management System (BMS)

- ✓ Building management system shall be the backbone of services it should be planned on open protocol. It shall integrate all the necessary services of the building for close operation and monitoring of the services from a single window.
- ✓ Schematic design of BMS system with complete IO summary showing proper integration of all the services.

h. Telephone, Intercom & Communication System

- ✓ Telephone layout and telephone equipment including conduit and accessories layout for the telephone system and any protective devices battery back-up required.

- ✓ Design the EPABX/EPBX room. Prepare conduit layout of cables and terminals inclusive of a fiber optic or other special data transmission cables for system required.
- ✓ Intercom layout and intercom equipment including conduit and accessories layout for the intercom system and any protective devices required.
- ✓ Topology of networking, LAN (Structured Cabling), cables, conduits, raceways, sockets, layout drawings floor wise.
- ✓ Prepare the specifications and bills of quantities.
- ✓ Check and approve detailed drawings of the suppliers and manufacturers
- ✓ Latest IP based telephony system

i. Cable TV/Dish Antenna System.

- ✓ Prepare working drawings indicating the locations of TV points, Central panel/racks of dish antenna.
- ✓ Prepare specifications and bills of quantities.
- ✓ Check and approve the suppliers'/ manufacturers drawings/ documents.

j. Lightning Protection and Earthing System

Lighting protection system shall be an advanced integrated lighting protection system. The work shall include, but not limited to, the following:

- ✓ Prepare plans showing internal/external earth grid, earth electrodes and lightning protection with size of conductors and details of each electrical and lightning arrestors along-with details of earthing pits.
- ✓ Earth system shall be as per relevant Indian Standards and Indian Electricity rules.

k. External Lighting

- ✓ Assess the external lighting requirement for parking, buildings etc.
- ✓ Prepare plans indicating the road lighting with circuit details, typical pole detail with type of fixture, cabling, earthing etc.
- ✓ Prepare the specifications and bills of quantities

- ✓ Check and approve detailed drawings of the suppliers and manufacturers
- l. UPS back-ups**
- ✓ Prepare the plan indicating the locations of UPS rooms in the buildings, UPS room layout, Floor wise UPS power distribution drawings, Single line diagram/Power flow diagram.
 - ✓ Prepare specifications and bills of quantities;
 - ✓ Check and approve detailed drawings of the suppliers/manufacturers;
- m. Solar Heating and R.O. System**
- ✓ Planning and installation of Solar Heating System and R.O. System for building.
 - ✓ Prepare specification and bill of quantities.
 - ✓ Check and approve detailed drawings of the suppliers/manufacturers.
- n. CCTV, Public Address system, Access Control system, Audio-Visual System and Vehicle management System.**
- ✓ Planning & Designing of CCTV, Public Announcement, Access Control system and Vehicle management System & Equipments with high level integration.
 - ✓ Audio-Visual system, sound re-enforcement system, conference room projection system, Amplifier speakers, mixers, acoustics, floor use layout control system, drawings and system layout drawings.
- o. IT and LAN Networking System**
- ✓ Design and drawing of multi core optical fiber cable distribution network system for easy and stable accessibility of intranet and internet services of the building.
 - ✓ The design should incorporate detailed planning of all active and passive components for high level and low level networking.
 - ✓ Design of LAN network of the building for IT labs, Access points, WI-FI campus.

p. MECHANICAL ENGINEERING SERVICES

A detailed assessment has to be made for planning the mechanical services of the building conforming to Platinum- LEED/ GRIHA 5 Star Rating. The system should be capable of handling future expansions in the campus. The services to be provided by Architect shall include Preliminary & Detailed Estimates, Design Basis Report, Load Calculation, Design and Drawings, Vetting of shop drawings. Also Liaisoning, pre-construction approval and post construction approvals have to be made from government bodies.

Heating, Ventilation and Air Conditioning System

- ✓ Objective of air conditioning is to provide thermal comfort for the Air-conditioned spaces in a cost-effective manner considering both capital and operation costs. Temperatures and Indoor Air Quality shall be maintained in accordance with standards and practices.
- ✓ The heat load calculation in summers and monsoon shall be furnished along with the detailed design and drawing of plant rooms, water piping, air ducts, HVAC equipments, piping and instrumentation drawing.

q. Fire Detection and fire alarm system.

- ✓ Design the FDA Control Room layout
- ✓ Prepare working drawings (Floor wise) indicating the zones, location of the fire alarm sensors, Response Indicator, Manual call points, Hooters, their conduits and wiring and location/details of FDA control panels, evacuation plans

r. Lifts and Escalators

- ✓ Specify the capacity and type of lifts/escalators to be provided and prepare layout for the necessary machine areas.
- ✓ Finalize the design for lifts and escalators installation as per the Statutory/local regulations.
- ✓ Prepare specifications and bills of quantities.
- ✓ Lift and escalators shall be designed in accordance with person with disability and old age person to make the campus barrier free.

s. Water Pumps

- ✓ Specify the type of pumps for water supply & d-watering purpose.
- ✓ Prepare specifications and bills of quantities.

- ✓ Check and approve the suppliers'/ manufacturers drawings/ documents.

t. Fire Fighting & Fire Suppression System

- ✓ Design and prepare working drawings for internal and external fire protection and suppression system including hydrant, sprinkler system, CO₂ flooding system, pressurization system, fire extinguisher system, Underground Tanks, fire pump rooms etc. in line with the statutory requirements.
- ✓ Size all equipment required and prepares detailed specifications and bill of quantities.
- ✓ Obtain necessary license/permissions from the statutory/local fire authority /bodies etc. as required.
- ✓ Check and approve detailed drawings and data sheet of suppliers/ manufacturer

u. Plumbing and Integrated Water Management System

- ✓ Design and drawing of plumbing system for internal and external. It shall include comprehensive design concepts and installation guidelines for energy conservation and water harvesting.
- ✓ Integrated and sustainable water management focusing on least anthropogenic water discharge from human activities should be pursued.
- ✓ The use of water conservation fixtures, landscaping, rain water harvesting, aquifer recharging and waste-water recycling need to be given due consideration.
- ✓ Involve use of efficient building and plumbing services components and fixtures tailor-made to meet sustainability objectives and creating sufficient awareness among the users of building facility and its services, during the occupancy stage.
- ✓ Ensure potable quality of water for drinking and washing as per the prescribed standards and to ensure that treated waste water is meeting the desired standards for reuse or disposal.
- ✓ Minimize the consumption of mains supply potable water and minimize the volumes of urban storm water run-off.
- ✓ Consider natural storm water filtration and absorption schemes which employ engineered, landscaping devices such as swales, rain gardens and infiltration ponds.

v. PUBLIC HEALTH ENGINEERING

- A. All the design and drawings should be well coordinated with Architecture and other services drawings.
- B. All designs shall be as per the latest Indian Standards, Local bye-laws and statutory norms/regulation.
- C. Design of Public Health & Engineering services taking into account various topographical, meteorological, Hydrological etc. reports, identify the source and quality of water, conduct survey of existing water supply system, Sewerage system, Drainage system, Fire-fighting system, other site development works etc. for planning of services. These existing systems are to be augmented with proposed (Required) system.
- D. The services shall include following major components as discussed in detail:
 - i) Water Supply System
 - ii) Internal Sanitary Installations
 - iii) Sewerage System
 - iv) Drainage System

i) Water Supply System

- ✓ If required by IIM INDORE, Architect will check and examine the ground water quality at site. In case, the ground water is found unsuitable for campus use, then a suitable Water Treatment Plant may be designed after proper investigations/ Study Reports etc.
- ✓ Calculation of water requirements for domestic, non-domestic and other services.
- ✓ Design and prepare working drawings of internal and external water supply system including Underground tank, Overhead tank, Water treatment plant, Pumping stations, rising mains, distribution system and internal plumbing, recycling of treated waste water etc.
- ✓ Prepare specifications and bill of quantities.
- ✓ Check and approve detailed shop drawings and data sheets of suppliers/ manufacturers.

ii) Internal Sanitary Installations

- ✓ Design and prepare working drawings of internal sanitary installations.
 - ✓ Identify, design and prepare working drawings of handicapped friendly toilets and sanitary installations, if required.
 - ✓ Prepare specifications and bill of quantities.
 - ✓ Check and approve detailed shop drawings and data sheets of supplies / manufacturers.
- (iii) Sewerage System and Sewage Treatment Plant**
- ✓ Calculation for quantity of waste water generated from different sources and design waste water treatment plant.
 - ✓ Design and prepare working drawings for internal and external soil/waste disposal systems including sewage treatment plant and treated water usages, etc.
 - ✓ Obtain approval from statutory and local bodies for waste disposal
 - ✓ Prepare specifications and bill of quantities
 - ✓ Check and approve detailed shop drawings and data sheets of suppliers/ manufacturers
- (iv) Drainage**
- ✓ Design and prepare working drawings for storm water drainage including roof drainage, service area drainage and surface drainage
 - ✓ Design and prepare working drawings for rain water harvesting system.
 - ✓ Obtain approval from statutory and local bodies for drainage connections and rainwater harvesting scheme etc.
 - ✓ Prepare specifications and bill of quantities.
 - ✓ Check and approve detailed shop drawings and data sheets of suppliers/ manufacturers.
 - ✓ Also examine how best the rain water from roof can be made use of
- E. The Architect shall prepare a scheme for handling, disposal, reuse and recycling of Construction and Demolition (C&D) Waste as generated at site as per advisories issued from time to time. The Architect shall also design and assess the

requirements, specification of C&D waste recycling plant of appropriate capacity at site.

- F. The Architect shall also prepare scheme for purchase/disposal of all products such as bricks, paver blocks, coarse and fine aggregate etc. generated during treatment and recycling of C&D waste. The overall objectives of C&D waste management are to:-
1. Maximize recovery of recyclable C&D material(s).
 2. Maximize reuse of recovered material in construction activity.
 3. Eliminate waste quantity that requires landfill disposal.
 4. Ensure the proper disposal of C&D materials that cannot be recovered.
 5. Increase life of sanitary landfill site(s) and
 6. Reduce in total costs of C&D waste management.
- w. **SITE DEVELOPMENT WORKS**
- i. prepare working drawings (longitudinal & cross section) for roads/ footpaths/ parking areas etc.
 - ii. prepare working drawings of irrigation system for horticulture.

CHAPTER 6

**MILESTONE PAYMENT
OF
PROFESSIONAL FEES**

CHAPTER 6

Milestone payment of Professional Fees

A. Professional fees for Group-VIII Project

Stage	Services to be recorded	Stages of Payments	Cumulative fee payments	Time Period for completion of the respective Services
1	After signing of agreement, Preparation of Architectural conceptual design scheme & rough estimate of cost & their submission and written approval from the IIMI.	10% of total Professional Fees	10% of total Professional Fees	1 month
2	On submitting the required Building wise / service wise scheme & its estimate for the IIMI approval. On incorporating Client's suggestions and submitting drawings for approval to the statutory authorities. Borehole layout as per technical specification for soil investigation work. Carrying out Soil Investigation & Submission of Soil Investigation Report and safe bearing capacity of soil.	20% of total Professional Fees	30% of total Professional Fees	1 month (cumulative total 2 months)
3	Preparation of detailed Architectural design & drawings, complete take off sheet, services drawings and quantities of all services with detailed technical specification, working drawings and details required for commencement of work at site, interior design/drawing, numeration plans & sections in order to achieve fully functional buildings / services, detailed estimate etc. . Approval to be taken from IIMI at all stages of preparation of the aforesaid. All kind of assistances not mentioned herein but required to commence the project and as demanded by IIMI.	60% of total Professional Fees	90% of total Professional Fees	1 month (cumulative total 3 months)
4	Obtaining all necessary Statutory Approvals required to start the Construction Work at Site.	10% of total Professional Fees	100% of total Professional Fees	Parallel Activity to be completed

				within cumulative total of 3 months
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NOTE:

1. Compensation for delay will be levied @ **0.25% of awarded cost, per day of delay of each activity as mentioned in schedule of payment , subject to the maximum of 10 % of awarded value.**
2. Professional Fees mentioned herewith means the quoted % of indicative cost

CHAPTER 7

OTHER CONDITIONS

CHAPTER 7

OTHER CONDITIONS

1. Provide copies of all other relevant drawings, as requested by the Institute.
2. Provide all the drawings in proper electronic format suitable for use, modification, and analysis. In addition, wherever possible, provide drawings in pdf format. All drawings and documents in electronic format will be provided on a CD/DVD/HD as required by IIM Indore.
3. IIM Indore shall have the right to request Architect in writing to make any changes, modifications, deletions and/or additions to Architect scope of SERVICES. Architect shall consider such written requests and will work out the estimate of price and time adjustment on account of such changes, modifications, deletion and/or additions sought by IIM Indore. IIM Indore reserves the right to add works up to 10 % of the indicated area in the scope of the Architect for which no extra payment will be made. Beyond this the competent authority of IIM Indore reserves the right to decide on payment/ time extension.
4. IIM Indore shall use all drawings, designs, specifications and documents including transparencies prepared by Architect for the purposes of construction, operation and maintenance of buildings.
5. Architect should ensure that the SERVICES as specified/described under the scope of Architect in this CONTRACT, and technical documents to be developed by Architect shall be in accordance with sound and established engineering practices, using International Standards, Indian Codes and Government Regulations, wherever applicable, for the purpose(s) specified, State of the Art and suitable for respective uses intended.
6. **INDEMNITY:** The Architect shall hold harmless and indemnify IIMI, against any claims or liability because of personal injury including death of any employee of the Architect and arising out of or in consequence of the performance of this CONTRACT.
7. The IIM Indore shall not be responsible for any loss or damage to property of any kind belonging to the Architect or its employees, servants or agents.
8. The tenderer shall acquaint himself with the proposed site of Contract.
9. The Architect may be allowed extension of time for completing the Contract as deemed fit by the competent authority of IIMI & the Architect shall also not be entitled to any compensation for any loss suffered by him and revision in the rates quoted by him.
 - a. On account of delay in commencing the Contract by the Architect.
 - b. On account of suspension of Contract or abandoned after award of Contract.
10. The Architect shall make his own arrangement for obtaining any facility, services etc. required for execution of Contract and make necessary payments directly to the concerned departments and nothing extra shall be payable on this account.

11. The Architect shall provide, at his own cost instruments for surveying, weighing and measuring purpose at the site of Contract as may be necessary for execution of the Contract.
12. The Architect shall take care of all safety precautions pertaining to execution of Contract.
13. On account of security consideration, some restrictions may be imposed by the security staff on the Contracting and/ movement of men and materials etc. The Architect shall be bound to follow all such restrictions/ instructions and he shall organize his Contract accordingly. No claim on this account, whatsoever, shall be payable.
14. The Architect shall take all precautions to avoid accidents by exhibiting necessary caution boards day and night, speed limit boards, red flags, red lights and providing barriers. He shall be responsible for all damages and accidents caused to existing/ new Contract due to negligence on his part. No hindrance shall be caused to traffic during the execution of the Contract.
15. The Architect shall be responsible for the watch and ward of all materials brought by the Architect to site against pilferage and breakage during the period of execution.
16. The Architect shall take all preventive measures against any damage caused by rain, snowfall, floods or any other natural calamity, whatsoever during the execution of the Contract. The Architect shall be fully responsible for any damage to the Owners property and to the Contract for which the payment has been advanced to him under the contract. However, the Architect shall maintain an equal to the payment received against the Contract done, at his own cost. This will also cover the defect liability period. This shall be favoring the Director, Indian Institute of Management Indore. Nothing extra on this account shall be payable to the Architect for maintaining such insurance Policy.
17. The Contract will be carried out in the manner complying, in all respects, with the requirements of relevant bye-laws of the local body under the jurisdiction of which the Contract is to be executed or as directed by the Engineer-in-Charge and nothing extra shall be paid on this account.
18. The Architect shall comply with proper and legal orders and directions of the local or public authority or municipality and abide by their rules and regulations and pay all fees and charges which may be liable.
19. The Architect shall give due notices to Municipal, Police and/or other authorities that may be required under the law/rules under force in the area and obtain all requisite licenses for and pay all charges which may be leviable on account of his execution of Contract under the agreement. Nothing extra shall be payable on this account.
20. All materials to be incorporated in the Contract shall be arranged by the Architect and shall be in accordance with the specifications laid down.

21. The Architect shall suggest use of materials bearing ISI Certification Mark unless otherwise specified or allowed in writing by the Engineer-in-Charge. Any material banned by the department shall not be used in the Contract.
22. The Architect shall be responsible for completing the Contract and for satisfying all terms and conditions of the Contract without any extra payment over his quoted rates unless otherwise specified.
23. The rate shall be inclusive of making design, pattern and execution of Contract as per Architectural drawings, at all levels and heights.
24. The Architect shall continue to maintain watch and ward to safeguard the IIMI property in his possession until the same is formally handed over as per directions of the Engineer-in-charge. Nothing extra over agreement rates shall be paid on this account.
25. The Architect shall protect the adjoining buildings or Contracts and the Contract under execution from fire and shall make adequate arrangements for fire protection and firefighting and if any property is damaged, by fire due to the negligence of the Architect, the same shall be made good by the Architect at his own cost, to the entire satisfaction of Engineer-in-charge.
26. The Architect shall provide adequate lighting arrangements as approved by the Engineer-in-charge for carrying out the Contract during night time, if so required and as per direction of Engineer-in-Charge.
27. In order to achieve the targeted date of completion the Architect may have to work in multiple shifts, round the clock and nothing extra shall be paid on this account.
28. All materials, articles and workmanship shall be of respective best quality.
29. The Architect shall be responsible for compliance of all statutory provisions towards ESI, PF or any other applicable laws, as the case may be, from time to time i.e. all statutory levies and taxes shall be borne by the Architect. However, GST as applicable during the pendency of the contract shall be paid extra. The applicable TDS towards GST and Income tax or any other statutory levies/taxes shall be deducted from the running account bills/final bill, as applicable at the time of payment. No claim in this regard shall be entertained.
30. The Architect is supposed to abide the minimum wages act and shall produce all records to the Engineer-in-charge or any other statutory authority as and when called for. The Engineer-in-charge does not hold any responsibility on account of any lapses in this regard.
31. No extension of time shall be granted to the Architect on account of rains or inclement weather conditions.

32. For any clarification/ doubt, the Institute may organize regular meetings with Architect. The Architect shall attend such meetings invariably as and when required on his own risk & cost and nothing extra should either be claimed from Architect nor it will be entertained by the IIMI.
33. In respect of the Contract of other agencies, where the commencement or progress of such Contract of any other entity is dependent upon the completion of particular portions of the Architect 's Contract or generally upon the Architect maintaining progress in accordance with the approved coordinated programme, it shall be the responsibility of the Architect to complete such portions and maintain such progress.
34. Should any difference arise between the Architect and the other agencies, these shall immediately be brought to the attention of the Engineer-in-Charge who after reviewing the matters causing the differences will give their decision which shall be final and binding on the Architect.
35. After completion of Contract and before issuance of certificate of completion the Architect shall submit eight (8) sets to the Engineer-in-charge, all drawing drawn at appropriate scale and with 2 copies on Compact disc.
36. All spaces allotted to the Architect as described above shall be vacated and all structures removed from site at any time as and when required and directed by the Engineer-in-charge, unconditionally and without any reservation. The Engineer-in-charge will not be obliged to give any reason for such removal. Upon receiving instructions to vacate the space, the Architect shall immediately remove all his structures, materials, etc. from the sources and clear and clean-up the site to the satisfaction of the Engineer-in-charge.
37. It shall be the responsibility of the Architect to safeguard the site and ensure that no illegal encroachments are made by outside elements within the area allotted to the Architect. Upon completion of the Contract or earlier as required by Engineer-in-Charge, the Architect shall vacate the land totally without any reservation.
38. The Architect will arrange to erect, at his own cost, appropriate fence around the area of operation, with entry/exit gates at suitable points.
39. The security of workmen, materials, equipment stores etc. within the area allotted to the Architect shall be the responsibility of the Architect.
40. **RESOLUTION OF DISPUTES AND DISAGREEMENTS** : If any dispute or difference of any kind whatsoever shall arise between the parties in connection with or arising out of this Agreement or out of the breach termination or invalidity of this Agreement thereof, the parties shall resolve them by resorting to the following :
 - The Party shall attempt within a period of 7 days after receipt of notice by the other party of the existence of a dispute, settle such dispute in the first instance by mutual discussions between the parties represented by the **Architect** and Chief Engineer of the institute.

- If the dispute cannot be settled by mutual discussion within 7 days the matter shall be referred to the Director IIM, whose decision shall be full, final & binding on the parties.
41. **TERMINATION:** The Engineer-in-Charge may, without prejudice to his any other right or remedy against the **Architect** in respect of any delay, non-commencement, inferior workmanship, any claim for damages and / or any other provisions of this contract or otherwise, and whether the date for completion has or has not elapsed, by notice in writing determine / repudiate the contract.
 42. **SUBLETTING/OUTSOURCING:** The **Architect** shall not assign or sublet or outsource any activity within its scope of work.
 43. **After getting award:** **Architect** shall have to execute an agreement on non-judicial stamp paper of requisite **value immediately** on furnishing the performance guarantee in the format prescribed by IIM Indore and sign on all contract documents. (cost of stamp paper to be borne by the **Architect**)
 44. **Integrity Agreement :** **Architect** shall have to execute an Integrity Agreement also on non-judicial stamp paper of requisite value immediately on furnishing the performance guarantee in the format prescribed by IIM Indore and sign on all contract documents. (cost of stamp paper to be borne by the **Architect**)
 45. Engineer-in-charge referred in the document implies the Chief Engineer of the IIM Indore

FORMS

Form -1

LETTER OF
TRANSMITTAL
[ON THE LETTER HEAD OF APPLICANT]

To,

The Director,
Indian Institute of management, Indore
Rau-Pithampur Road,
Indore- 453536

SUB: Submission of bid for the work of “Providing Architectural services for construction of Group VIII Projects comprising of multistorey hostel blocks, academic building, faculty offices & apartments and other associated infrastructure at IIM Indore”.

Sir,

Having examined the details given in Notice and bid document for the above work, I/we hereby submit relevant document.

1. I/we hereby certify that all the statement made and information supplied in respect of the aforesaid bid and accompanying statements are true and correct.
2. I/we furnished all information and details necessary for eligibility and have no further pertinent information to supply.
3. I/we submit the requisite bid security & bid processing fee and authorize the Institute i.e. IIM Indore or its officials to approach the bank issuing the same to confirm the correctness thereof. I/We also authorize IIM Indore and its officials to approach individuals, employees firms and corporation to verify our competence and general reputation.
4. I/We submit the certificates/ documents in support of our suitability, technical knowledge and capability for having successfully completed the said works (as mentioned / as attached in support of eligibility requirement)

Enclosures :

- 1.
- 2.
- 3.

Seal of bidder

Date of submission:

Signature(s) of Bidder(s)

Sample/indicative format for Completion certificate(s) for similar works' Architect job completed during last seven years

Reference No. _____

Date _____

Name & Address of the Client:

Name of the Firm:

1	Name of work with brief particulars	
2	Work Order No. & Date	
3	Agreement Amount	
4	Date of commencement of work	
5	Stipulated date of completion	
6	Actual date of completion	
7	Details of compensation levied for delay (indicate amount) if any	
8	Gross amount of the work completed and paid	
9	Name and address of the authority under whom works executed	
10	Whether the Architect employed qualified Technical Manpower during execution of contract?	
11	i) Quality of work (Indicate grading) (Outstanding/ Very Good/ Good / Satisfactory/ Poor)	
12	i) Did the Architect go for arbitration ii) If yes, total amount of claim iii) Total amount awarded	
13	Comments on the capabilities of the Architect	
	a) Technical Proficiency (Outstanding/ Very Good/ Good / Satisfactory/ Poor)	
	b) Financial soundness (Outstanding/ Very Good/ Good / Satisfactory/ Poor)	
	c) Mobilization of adequate T&P (Outstanding/ Very Good/ Good / Satisfactory/ Poor)	
	d) Mobilization of manpower (Outstanding/ Very Good/ Good / Satisfactory/ Poor)	
	e) General behavior (Outstanding/ Very Good/ Good / Satisfactory/ Poor)	

Authorised Signatory

Format of Bank details for refund of bid security

1. Name of the Beneficiary :
2. Address :
3. Telephone Number (with STD code)/ Mobile No.
4. Bank Particulars
 - a. Bank Name :
 - b. Branch Address:
 - c. Branch Code :
 - d. MICR code (enclosed copy of a cancelled cheque):
 - e. 11 Digit IFS Code of the Bank
 - f. Bank Account Number
 - g. Bank Account Type :
5. Permanent Account Number (PAN):
6. Email Address for intimation regarding release of payments :

Seal of the Firm

Name & Signature of
Authorised Signatory

(Format of Integrity Pact)

INTEGRITY PACT

Between

Indian Institute of Management Indore hereinafter referred to as “**The Principal**”

and

..... hereinafter referred to as “**The Bidder/Architect**”

Preamble

The Principal intends to award, under laid down organizational procedures, contract/s for The principal values full compliance with all relevant laws of the land, rules, regulations economic use of resources and of fairness/ transparency in its relations with its Bidder(s) and / or Architect(s).

In order to achieve these goals, the Principal will appoint Independent External Monitors (IEMs) who will monitor the tender process and the execution of the contract for compliance with the principles mentioned above

Section 1 - Commitments of the Principal

- (1) The Principal commits itself to take all measures necessary to prevent corruption and to observe the following principles :
 - a. No employee of the Principal, personally or through family members, will in connection with the tender for , or the execution of a contract, demand, take a promise for or accept, for self or third person, any material or immaterial benefit which the person is not legally entitled to.
 - b. The Principal will, during the tender process treat all Bidder(s) with equity and reason. The Principal will in particular, before and during the tender process, provide to all Bidder(s) the same information and will not provide to any Bidder(s) confidential / additional information through which the Bidder(s) could obtain an advantage in relation to the tender process or the contract execution.
 - c. The Principal will exclude from the process all known prejudiced persons.
- (2) If the Principal obtains information on the conduct of any of its employees which is a criminal offence under the IPC/PC Act, or if there be a substantive suspicion in this regard, the Principal will inform the Chief Vigilance Officer and in addition can initiate disciplinary actions.

Section 2 - Commitments of the Bidder(s)/ Architect (s)

(1) The Bidder(s)/ Architect (s) commit themselves to take all measures necessary to prevent corruption. The Bidder(s)/ Architect (s) commit themselves to observe the following principles during participation in the tender process and during the contract execution.

- a. The Bidder(s)/ Architect (s) will not, directly or through any other person or firm, offer, promise or give to any of the Principal's employees involved in the tender process or the execution of the contract or to any third person any material or other benefit which he/she is not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the tender process or during the execution of the contract.
- b. The Bidder(s)/ Architect (s) will not enter with other Bidders into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to introduce cartelisation in the bidding process.
- c. The Bidder(s)/ Architect (s) will not commit any offence under the relevant IPC/PC Act; further the Bidder(s)/ Architect (s) will not use improperly, for purposes of competition or personal gain, or pass on to others, any information or document provided by the Principal as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.
- d. The Bidder(s)/ Architect (s) of foreign origin shall disclose the name and address of the Agents /representatives in India, if any. Similarly the Bidder(s)/ Architect (s) of Indian Nationality shall furnish the name and address of the foreign principals, if any. Further details as mentioned in the "Guidelines on Indian Agents of Foreign Suppliers" shall be disclosed by the Bidder(s)/ Architect (s). Further, as mentioned in the Guidelines all the payments made to the Indian agent/ representative have to be in Indian Rupees only. Copy of the "Guidelines on Indian Agents of Foreign Suppliers" is placed at (page nos. 6-7).
- e. The Bidder(s)/ Architect (s) will, when presenting their bid, disclose any and all payments made, is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the contract.
- f. Bidder(s) / Architect (s) who have signed the Integrity Pact shall not approach the Courts while representing the matter to IEMs and shall wait for their decision in the matter.

(2) The Bidder(s)/ Architect (s) will not instigate third persons to commit offences outlined above or be an accessory to such offences.

Section 3 - Disqualification from tender process and exclusion from future contracts

- (1) If the Bidder(s)/ Architect (s), before award or during execution has committed a transgression through a violation of Section 2, above or in any other form such as to put their reliability or credibility in question, the Principal is entitled to disqualify the Bidder(s)/ Architect (s) from the tender process or take action as per the procedure mentioned in the "Guidelines on Banning of business dealings". Copy of the "Guidelines on Banning of business dealings" is placed at (page nos. 8-17).

Section 4 - Compensation for Damages

- (1) If the Principal has disqualified the Bidder(s) from the tender process prior to the award according to Section 3, the Principal is entitled to demand and recover the damages equivalent to Earnest Money Deposit/ Bid Security.
- (2) If the Principal has terminated the contract according to Section 3, or if the Principal is entitled to terminate the contract according to Section 3, the Principal shall be entitled to demand and recover from the Architect liquidated damages of the Contract value or the amount equivalent to Performance Bank Guarantee.

Section 5 - Previous transgression

- (1) The Bidder declares that no previous transgressions occurred in the last three years with any other Company in any country conforming to the anti-corruption approach or with any Public Sector Enterprise in India that could justify his exclusion from the tender process.
- (2) If the Bidder makes incorrect statement on this subject, he can be disqualified from the tender process or action can be taken as per the procedure mentioned in "Guidelines on Banning of business dealings".

Section 6 - Equal treatment of all Bidders / Architects

- (1) In case of Sub-contracting, the Principal Architect shall take the responsibility of the adoption of Integrity Pact by the Sub- Architect.
- (2) The Principal will enter into agreements with identical conditions as this one with all Bidders and Architects.
- (3) The Principal will disqualify from the tender process all bidders who do not sign this Pact or violate its provisions.

Section 7 - Criminal charges against violating Bidder(s) / Architects

If the Principal obtains knowledge of conduct of a Bidder, Architect or of an employee or a representative or an associate of a Bidder, Architect or Sub Architect which constitutes corruption, or if the Principal has substantive suspicion in this regard, the Principal will inform the same to the Chief Vigilance Officer.

Section 8 - Independent External Monitor

- (1) The Principal appoints competent and credible Independent External Monitor for this Pact after approval by Central Vigilance Commission. The task of the Monitor is to review independently and objectively, whether and to what extent the parties comply with the obligations under this agreement.
- (2) The Monitor is not subject to instructions by the representatives of the parties and performs his/her functions neutrally and independently. The Monitor would have access to all Contract documents, whenever required. It will be obligatory for him / her to treat the information and documents of the Bidders/ Architects as confidential. He/ she reports to the Director, IIM.
- (3) The Bidder(s)/ Architect(s) accepts that the Monitor has the right to access without restriction to all Project documentation of the Principal including that provided by the Architect. The Architect will also grant the Monitor, upon his/her request and demonstration of a valid interest, unrestricted and unconditional access to their project documentation. The same is applicable to Sub- Architect s.
- (4) The Monitor is under contractual obligation to treat the information and documents of the Bidder(s)/ Architect (s)/ Sub- Architect (s) with confidentiality. The Monitor has also signed declarations on 'Non-Disclosure of Confidential Information' and of 'Absence of Conflict of Interest'. In case of any conflict of interest arising at a later date, the IEM shall inform Director, IIM INDORE and recuse himself / herself from that case.
- (5) The Principal will provide to the Monitor sufficient information about all meetings among the parties related to the Project provided such meetings could have an impact on the contractual relations between the Principal and the Architect. The parties offer to the Monitor the option to participate in such meetings.
- (6) As soon as the Monitor notices, or believes to notice, a violation of this agreement, he/she will so inform the Management of the Principal and request the Management to discontinue or take corrective action, or to take other relevant action. The monitor can in this regard submit non-binding recommendations. Beyond this, the Monitor has no right to demand from the parties that they act in a specific manner, refrain from action or tolerate action.
- (7) The Monitor will submit a written report to the Director, IIM INDORE within 8 to 10 weeks from the date of reference or intimation to him by the Principal

and, should the occasion arise, submit proposals for correcting problematic situations.

(8) If the Monitor has reported to the Director IIM INDORE, a substantiated suspicion of an offence under relevant IPC/ PC Act, and the Director IIM INDORE has not, within the reasonable time taken visible action to proceed against such offence or reported it to the Chief Vigilance Officer, the Monitor may also transmit this information directly to the Central Vigilance Commissioner.

(9) The word 'Monitor' would include both singular and plural.

Section 9 - Pact Duration

This Pact begins when both parties have legally signed it. It expires for the Architect 12 months after the last payment under the contract, and for all other Bidders 6 months after the contract has been awarded. Any violation of the same would entail disqualification of the bidders and exclusion from future business dealings.

If any claim is made / lodged during this time, the same shall be binding and continue to be valid despite the lapse of this pact as specified above, unless it is discharged / determined by Director, IIM INDORE.

Section 10 - Other provisions

- (1) This agreement is subject to Indian Law. Place of performance and jurisdiction is the Registered Office of the Principal, i.e. New Delhi.
- (2) Changes and supplements as well as termination notices need to be made in writing. Side agreements have not been made.
- (3) If the Architect is a partnership, this agreement must be signed by all partners.
- (4) Should one or several provisions of this agreement turn out to be invalid, the remainder of this agreement remains valid. In this case, the parties will strive to come to an agreement to their original intentions.
- (5) Issues like Warranty / Guarantee etc. shall be outside the purview of IEMs.
- (6) In the event of any contradiction between the Integrity Pact and its Annexure, the Clause in the Integrity Pact will prevail.

(For &, On behalf of the Principal)

(For &, On behalf of Bidder/ Architect)

(Office Seal)

(Office Seal)

Place

Date

Witness 1:
(Name & Address) _____

Witness 2:
(Name & Address) _____

Format of Bank Guarantee

(Format of Bank Guarantee)

Bank Guarantee for Performance Security

(On letter head of the Owner with adhesive stamp / non-judicial stamp paper of Rs. 500/- or appropriate value at the time of issue of Bank Guarantee)

THIS DEED OF GUARANTEE made on _____ day of _____ 2019, between [**Name of Bank**], having Registered Office at [Address], (hereinafter called the “**Bank**” which expression shall unless repugnant to the context and meaning thereof include its successors) in favor of [**Name of Owner**] having its office at [Address] and Registered Office at [Address]. (hereinafter called “**Owner**” which expression shall unless repugnant to the context and meaning thereof include its successors and assigns).

WHEREAS _____ has issued a Letter of Acceptance / Work Order dated _____ to _____ having its Corporate office at _____ (hereinafter called the “**Architect**”) which constitute a binding Contract (hereinafter called “**Contract Agreement**”) for carrying out the “(**Name of Work** _____)” based upon the Tender submitted by the Architect and agreed between Client and Architect and subject to the terms therein contained . The work to be carried out by Architect shall be supervised and implemented by M/s _____. (hereinafter called “**Architect/Bidder**”)

AND WHEREAS in accordance with the terms and conditions of the contract agreement, the Architect has agreed to furnish a Bank Guarantee to Owner in the form of acceptable to _____ for a sum of Rs. _____ (Rupees _____ Only) to ensure timely and satisfactory performance by the Architect of its obligation under the Contract Agreement.

AND WHEREAS the Bank has at the request of the Architect agreed to furnish this irrevocable and unconditional guarantee in favor of Owner to secure performance by the Architect of its obligations under the Contract Agreement on the terms and conditions herein contained.

NOW THIS DEED WITNESSTH AS FOLLOWS:

- i) The Bank hereby unconditionally and irrevocably guarantees the due and punctual performance and observance of and compliance by the Architect of the covenants, agreements, conditions and provisions expressed or implied on the part of the Architect to be performed observed or complied with under the Contract Agreement in accordance with the terms thereof and in the event of any non-performance and non-compliance of the same for any reason, the Bank shall absolutely irrevocably and unconditionally without any demur right of set off or counter claim, forthwith upon written demand by Owner and without demur or protest and without reference to the Architect pay to Owner a sum not exceeding Rs. _____ (Rupees

_____ only). A demand so made by _____ shall be final and binding on the Bank.

ii) The Bank's liability under this Guarantee is restricted to Rs. _____ (Rupees _____ Lacs _____ Thousand _____ only).

iii) The decision of Owner for the time being in force, or at any time thereafter as to the non-performance, non-observance and non-compliance by the Architect of the covenants, agreements, conditions and provisions, expressed or implied, on the part of the Architect, to be observed performed or complied with under the Contract Agreement shall be final, conclusive and binding upon the Bank and shall not in any circumstances be questioned by the Bank, under what so ever circumstances.

iv) Any demand for payment under this Guarantee shall be made on the Bank by Owner in writing at [Bank Address] and shall be deemed to have been sufficiently made by Owner if the writing containing the demand is sent to the Bank by registered post to the address as aforesaid or sent to the Bank by hand delivery at such address and written acknowledgement obtained to such delivery.

v) The guarantee obligations of the Bank hereunder shall continue in force and effect and be binding on the Bank in accordance with its terms upto _____ or until the due performance, observance and compliance by the Architect of all the covenants, agreements, conditions and provisions, expressed or implied, on the part of the Architect to be observed, performed or complied with under the Contract Agreement, the completion of the Defects Liability Period and issue of the Certificate of Final Completion by Owner in accordance with the Contract Agreement whichever is later.

vi) As between the Bank and Owner (but without affecting the Architects' obligations) the Bank shall be liable under this Guarantee as if it were the sole principal debtor. The Bank's liability hereunder shall not be discharged nor shall its liability be affected by:

- a. any time, indulgence, waiver or consent at any time given by Owner to the Architect.
- b. Any amendment to the Contract Agreement,
- c. The making or the absence of any demand by Owner on the Architect or any other person for payment.
- d. The enforcement or absence of enforcement of the Contract Agreement or of any security or other defect in any provision of the Contract Agreement or of any of the Architects obligations there under;
- e. The dissolution, amalgamation, reconstruction or reorganization or appointment of any Administrative Receiver of the Architect.

vii) The Guarantee herein contained shall not be determined or in any way prejudiced or affected by any change in the constitution of the Bank/ Owner or by any merger, or

amalgamation or reconstruction of the Bank / Owner but shall be enforceable against the merged, amalgamated or reconstruction body.

- viii) The Bank hereby expressly and irrevocably waives all claims of waiver, release, surrender or compromise and all defenses, set offs, counter claims recouplements, reductions, limitations and impairments, whatsoever.
- ix) Owner shall be at liberty to vary and alter or modify any of the terms and conditions of the Contract Agreement including without limitation to extend from time to time the time for the performance of the Contract Agreement by the Architect or to postpone from time to time any of the powers exercisable by _____ against the Architect, to forbear or to enforce any of the terms and conditions of the Contract Agreement, without in any manner affecting this Guarantee and without notice to or assent of the Bank.
- x) The Bank waives any right to require/proceeding first against the Architect or the realization first of any other security or other guarantee, if any.
- xi) The Bank agrees and confirms that its obligation to make payment to Owner on demand hereunder and discharge of such obligation shall not be delayed, exercised or avoided by reason of any act or omission on the part of Owner.
- xii) The bank declares and confirms that the Bank has taken all necessary corporate action to authorize the execution delivery and performance of this Guarantee in accordance with the terms hereof and that the Bank has full power to enter into and perform and discharge its obligations under taken hereunder and that this Guarantee constitutes legal, valid and binding obligation of the Bank, enforceable in accordance with its terms and any defects therein or in its execution shall not be a plea for non-payment or performance of its obligation.
- xiii) This guarantee shall be Governed by and construed in all respects according to the laws of India and shall be subject to the jurisdiction of the courts in Mumbai.
- xiv) Any forbearance or indulgence on the part of Owner in the enforcement of the covenants, agreements, conditions and provisions, expressed or implied, on the part of the Architect to be observed, performed or complied with by the Architect under the contract agreement shall in no way relieve the Bank of its liability under the Guarantee.
- xv) Terms and expression defined in the contract agreement and used herein shall have the meanings assigned to them therein save and except where the context otherwise require.
- xvi) Notwithstanding anything contained hereinabove;
 - a. Our liability under this bank guarantee shall not exceed Rs. _____ (Rupee _____)
 - b. This bank guarantee shall be valid upto _____ or and

- c. It is a condition to our liability for payment of the guaranteed amount or part any thereof arising under this Bank guarantee that we receive a valid written claim or demand for payment under this bank guarantee on or before _____ or as provided in clause 5 whichever is later failing which our liability under this bank guarantee will automatically cease.

IN WITNESS WHEREOF THE BANK HAS SET ITS HAND AND SEAL THE DAY AND YEAR FIRST ABOVE WRITTEN.

SIGNED for and behalf)
Of the Bank by it's duly authorized)
Representative Mr.)
In the presence of)

Financial Bid

For

“Providing Architectural services for construction of Group VIII Projects comprising of multistorey hostel blocks, academic building, faculty offices & apartments and other associated infrastructure at IIM Indore.”

As per the Financial Bid available on the following link of e-procurement website

<https://eprocure.gov.in/eprocure/app>