

कार्यालय, नगर पालिक निगम, कोरबा (छ.ग.)

कोरबा. दिनांक २५/०३/२०२५


क्र./ २६२/न.नि./२०२३-२४

**Notice Inviting
Expression of Interest (EOI)
for**

**Empanelment of Consulting Architectural /Engineer /Landscape /Interior Designer For
Planning & Designing along With Engineering & PMC Services For Various Projects of
Municipal Corporation Korba (C.G.).**

On behalf of Municipal Corporation Korba, Chhattisgarh the Commissioner, Municipal Corporation Korba invites Expression of Interest (EOI) from the consultant's firms having experience in the field of preparation of Detailed Project Reports of various infrastructure /development /Interior /Commercial /Landscaping /Serwage and other works etc, as per the terms and conditions of the EOI document.

The last date of submission of proposal for EOI document is 15.04.2025 up to 16:00 Hrs. via speed post or registered post only, Opening of proposal will be done on 16.04.2025 at 17.30 Hrs. Detailed EOI Document can be Downloaded online from uad.cg.gov.in & korbamunicipal.in or from Municipal Corporation office.


Superintending Engineer
Municipal Corporation
कोरबा (छ.ग.)

प्रतिलिपि :- प्रोग्रामर, संचालनालय, नगरीय प्रशासन एवं विकास विभाग, नया रायपुर (छ.ग.) को uad.cg.gov.in में अपलोड किये जाने हेतु प्रेषित।

**Expression of Interest
for
“Empanelment of Consulting Architectural /Engineer
/Landscapeer /Interior Designer for Planning & Designing along
with Engineering & PMC Services For Various Projects of
Municipal Corporation Korba (C.G.)”**

Date of Issue of EOI : 25/03/2025

Last Date of Submission: 15/04/2025 up to 16:00 Hrs.

Date of Opening: 16/04/2025 up to 17:30 Hrs.

**Invited By-
Korba Municipal Corporation**

**Saket Bhawa, ITI Chowk, Korba,
Chhattisgarh India Pin 495677**

Phone - 221288-222672, Fax- 07759-221288, 221929

E-mail - corporationkorba@gmail.com

Website -www.korbamunicipal.in

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Section1: LETTER OF INVITATION OF Short Term EOI& FACT SHEET

Date:...../..../2025

The Korba Municipal Corporation (KMC), at Saket Bhawa, ITI Chowk, Korba, Chhattisgarh India Pin 495677 would like to invite reputed Consultancy Engineering Firms/Companies to participate for the Empanelment of Consulting engineer/ Landscaper/ Interior Designer for planning & designing along with engineering services for various project in Korba Chhattisgarh for Three years initially that can be extended on the basis of performance for next i.e. empanelment will be for maximum four years.

01	Name of the Work	Expression of Interest for Empanelment of Architects/Consulting engineer/ Landscaper/ Interior Designer for planning & designing along with engineering services for various projects in Korba Chhattisgarh.
02	Application Form fee EOI documents can be downloaded from http://www.korbamunicipal.in	Rs.5,000.00 (Rs. Five Thousand) in the form of Demand Draft drawn from any Nationalized/Scheduled bank in favor of Commissioner, Municipal Corporation, Korba, Payable at Korba (C.G.)
03	EMD	EMD of INR 1,00,000.00 (Rs. One Lakh) in the form of DD/FDR/TDR drawn from any Nationalized/Scheduled bank in favor of Commissioner, Korba Municipal Corporation, Korba, Payable at Korba (C.G.)
04	Pre Bid Meeting & Query Submission end Date	06/04/2025, Time 11:00 PM
05	Response to Query	07/04/2025 on Website only.
06	Last date of submission	Up to 04:00 PM on 15/04/2025 via speed post/ registered post only
07	Date & Time of Opening of technical Application	16/04/2025, Time 5:30 PM
08	Contact person and email id	Supritendent Engieer KMC– Suresh Barua (Contact No. 99935-96521) Email –ID corporationkorba@gmail.com
09	Validity of offer	Ninety days from the date of submission
10	EOI No	262 Date 25/03/2025


Executive Engineer
Korba Municipal Corporation

Section 2 : Introduction

Korba Municipal Corporation (KMC) invites application in prescribed form from reputed Consulting engineer/ Landscaper/ Interior Designer/ Heritage Consultant of India, who have requisite qualification and experience as detailed given in this EOI, for the empanelment in the appropriate category in Korba Municipal Corporation. Detailed application document can be downloaded from KMC website "www.korbamunicipal.in" and submitted along with a Demand Draft of Rs. 5000/- (non-refundable) in favor of "The Commissioner, Korba Municipal Corporation" payable at Korba. The completed application shall be submitted at Korba Municipal Corporation, Saket Bhawan, ITI Chowk, Korba, Chhattisgarh-495677, along with necessary details as provided in application document latest by 4:00 P.M. on/...../2025 By Speed Post /Registered Post Only

KMC regards this initiative of empanelment of Consulting engineer/ Landscaper/ Interior Designer for various development projects in its jurisdiction as an effort to facilitate vitality while retaining the character of the city. These activities might include:

- Lake development and conservation,
- Landscape designing
- Architecture projects
- School/Building redevelopment
- Drainage Works
- Electrical Works
- Development Works
- Sanitation Works
- Road Works
- Any other recreation projects
- Developing social infrastructure like :-
 - ❖ Community centers
 - ❖ Neighborhood centers
 - ❖ Health centers, other related elements,

- ❖ Housing for urban poor/ EWS housing/ etc.
- ❖ Heritage revival and conservation.

KMC expects these projects to be designed in the public interest to best use of available resources and boost economic development, follow principles of energy and water conservation, social, cultural and ecologically friendly techniques. To materialize this vision KMC has decided to create a panel of reputed Consulting engineer/ Landscaper/ Interior Designer by undertaking this exercise of empanelment.

Section 3: Instructions to the Applicants

1. Intending applicants are required to submit their bio-data giving details about their organization, experience, technical personnel's in their organization, spare capacity, proven competence to handle major works, in house computer aided design facilities etc. in the enclosed Performa.
2. As the time is the essence of a contract, the ability and the competence of the applicant to render required services in the specified time period will be a significant factor to decide the selection of consultant/Engineer for the empanelment.
3. The application shall be signed by the person/s on behalf of the organization having necessary Authorization/ Power of Attorney to do so. Each page of the application shall be signed by the authorized signatory. (copy of Power of Attorney / Authorization shall be furnished along with the application)
4. While filling up the application with regard to the list of works completed and or on hand, applicants shall only include those works which individually cost as per pre-qualification criteria mentioned in the form.
5. The application shall have to engage the services of well qualified specialists of consultants pertaining to Survey, structural, electrical, sanitary, drainage, water supply, horticulture, landscaping, interior etc. wherever necessary.
6. The team should have qualified professionals and technically sound people on board. It is one of the very important selection criteria from their organization. Please mention it in the given space for organization structure.
7. Services to be rendered from the stage of conceptualization till commissioning of projects by consultant/brief scope of the consultant cum architects/Engineer are as under:
 - a) To discuss the present requirements and prepare conceptual drawings and have consultations with the client department, making revision still client approves the design.
 - b) To carryout relevant topographical survey and preparation of survey map.

- c) To prepare preliminary estimates.
 - d) To prepare working drawings.
 - e) To draw detailed estimates, specifications related to Application items etc.
 - f) Periodic monitoring of quality and physical progress of work as per standards set by government and reporting to KMC,
 - g) To help our organization for the procurement of the material and maintain the time line
8. Applications containing false and / or incomplete information are liable for rejection. At any point of time before, during or after the development, designing, implementation, execution, monitoring phase of project if the client finds out that any detail or information submitted by the consultant is false or wrong then the Client would removed / disqualified from the panel and the consultant would not be allowed to work further.
9. Selected Consulting engineer/ Landscaper/ Interior Designer shall require executing an agreement with KMC in the prescribed Performa as in when directed to do so by KMC.
10. Conditional Applications would be rejected without giving any further clarifications.
11. The Commissioner, Korba Municipal Corporation shall have full powers to accept the Application in total or in partial, or denial of Application without showing any reason.
12. Any matter/Question in regard to interpret any part or condition of the Application , OR any matter regarding definition of any terms of the Application , the KMC shall be the sole and final Authority to do so and the bidder Agency is fully liable to it.
13. The EOI form can be downloaded from authority's website: "www.korbamunicipal.in " for which Application fees of Rs 5000/- (Non Refundable) shall be paid in form of DD payable in favor of "Commissioner, Korba Municipal Corporation" along with submission of Application.
14. Last Date for Submission of EOI:/...../2025 up to 4:00 PM.
15. EOI Proposal along with the supporting documents should reach to KMC office in sealed cover on or before last date of submission by speed post/ registered post only. KMC is not liable or responsible for any postal delay. Deliverance of application by hand will not be entertained. Application received after last date will be disqualified.

16. The prescribed EOI form duly signed by Authorized signatory shall be returned to KMC along with the EOI proposal. Bidder should not modify, alter, change or delete any part of the prescribed document even in case of grammatical or language errors.
17. Overwriting shall be avoided and corrections, if any, shall be made by crossing out, initialing, marking the date and rewriting. All pages of the application shall be numbered and submitted as a package with signed letter of transmittal.
18. Reference, information and certificates from the clients certifying suitability, technical know-how or capability of the applicant shall be signed by the respective client.
19. The applicant is advised to attach any additional information he thinks would be necessary in regard to his capabilities. No further information will be entertained after submission of application unless it is required by the KMC. The KMC reserves Right to call for additional information and clarification of information submitted from the applicants.
20. The cost incurred by applicants in preparing this application, in providing clarifications or attending discussions/ conferences, in connection with this document shall be borne by the applicant and the KMC in no case will be responsible or liable for these costs, regardless of the conduct or outcome of the process.
21. The KMC (Korba Municipal Corporation) reserves the right to modify or Amend the conditions of the EOI, at any time, without assigning any reasons for the same.
22. The KMC Have the Right to Amend the Scope of Work as when Required during services with approval of Commissioner.
23. Response to Query or Amendment in the EOI document is Part of agreement.
24. The Applicants are advised to visit the, www.smartcitybsp. on regular basis for checking necessary updates. KMC also reserves the rights to amend the dates mentioned in this EOI.

Section 4: EMPANELMENT CATEGORY and ELIGIBILITY CRITERIA

- a. If the application is made by **an individual**, it shall be signed by the individual above his full type written name and current address.
- b. If the application is made by a **proprietary firm**, it shall be signed by the proprietor above his full typewritten name and current address. Documents of firm registration should be attached along with the application.
- c. If the application is made by a **partnership firm**, it shall be signed by all partners above their full typewritten name and current address or Authorized Signatory from Firm. Documents of firm registration and deed should be attached along with the application.
- d. If the application is made by a **limited company or corporation**, it shall be signed by a duly authorized person holding power of attorney for signing the application in which case a certified copy of the power of attorney shall accompany the application.

In order to achieve its aims and object KMC wishes to empanel reputed Consultants in the field of engineering and related services to provide consultancy services for Building /infrastructure developments. The empanelment shall be grouped in Five Categories based on the works to be done

1. **Category "A"**: Planning and designing multi-utility building/market development and others works with detailed survey reports, conceptual plans, layout plans, Structural design, detailed working drawings, estimates preparation, 3D view, water supply, sanitary, electrical, interior works etc. and Periodical supervision as Required by KMC.

Eligibility Criteria:

Experience - 10 years or above

Technical –Minimum single work of Rs 20 Crore, or

Two work of Rs 10 Crore, or

Three works of Rs 7.5 Crore

Financial - Average annual turnover (updated average of last 3 years) of firm from consultancy business should be minimum Rs. 2.00 crores

Supporting documents-

- ITR, last three years i.e financial year 21-22/22-23/23-24/24-25

- Firm registration certificate
- Work completion certificate
- Audited balance sheet

2. **Category “B”:** Planning and designing infrastructure (Road/Drain/Culvert/Water Supply/Sewegare/Electrification) with detailed Survey reports, conceptual plans, layout plans, Structural design, detailed working drawings, estimates preparation, 3D view and Periodical supervision as Required by KMC.

Eligibility Criteria:

Experience - 7 years or above

Technical - Minimum single work of Rs 5 Crore, or

Two work of Rs 3 Crore, or

Three works of Rs 7.5 Crore

Financial - Average annual turnover (updated average of last 3 years) of firm from consultancy business should be minimum Rs. 50 Lakhs

Supporting documents-

- ITR, last three years i.e financial year 21-22/22-23/23-24/24-25
- Firm registration certificate
- Work completion certificate
- Audited balance sheet

3. **Category “C” Landscaper:** planning & design of landscaping, lake development & other similar works with detailed Survey reports, conceptual plans, Structural design, detailed working drawings, estimates preparation, 3D view, water supply, electrical etc. and Periodical supervision as Required by KMC.

Eligibility Criteria:

Experience - 7 years or above

Technical - Minimum single work of Rs 50 Lakhs, or

Two work of Rs 25Lakhs, or

Three works of Rs 15Lakhs

Financial -Average annual turnover (updated average of last 3 years) of firm from consultancy business should be minimum Rs. 25 Lakhs

Supporting documents-

- ITR, last three years i.e financial year 21-22/22-23/23-24/24-25
- Firm registration certificate
- Work completion certificate
- Audited balance sheet

4. **Category “D”: Interior Design Expert:** Interior planning & design all types buildings following standard norms in drawing, estimates preparation etc. or similar work.

Eligibility Criteria:

Experience - 10 years or above

Technical - Minimum single work of Rs 25 Lakhs, or

Two work of Rs 15 Lakhs, or

Three works of Rs 10 Lakhs

Financial - Average annual turnover (updated average of last 3 years) of firm from consultancy business should be minimum Rs. 25 Lakhs

Supporting documents-

- ITR, last three years i.e. financial year 21-22/22-23/23-24/24-25
- Firm registration certificate
- Work completion certificate
- Audited balance sheet

5. **Category “E”:** Planning and designing of over bridge/under bridge with detailed survey reports, conceptual plans, Structural design, detailed working drawings, estimates preparation, 3D view, water supply, sanitary, electrical, interior works etc. and Periodical supervision as Required by KMC.

Eligibility Criteria:

Experience - 10 years or above

Technical –Minimum single work of Rs 20 Crore, or

Two work of Rs 10 Crore, or

Three works of Rs 7.5 Crore

Financial - Average annual turnover (updated average of last 3 years) of firm from consultancy business should be minimum Rs. 2.00 crores

Supporting documents-

- ITR, last three years i.e financial year 21-22/22-23/23-24/24-25
- Firm registration certificate
- Work completion certificate
- Audited balance sheet

Note: Apply for all categories than, they have to submit separate application form for each categories with required document as Mention in EOI .

Section 5: UPPER LIMIT OF FINANCIAL OFFER:-

S. No.	Category of work	consultant	Items of work	Upper Limit of Fees
1	A	Consulting engineer	Planning and designing multi-utility building/market development and others works with detailed survey reports, conceptual plans, layout plans, Structural design, detailed working drawings, estimates preparation, 3D view, water supply, sanitary, electrical, interior works etc. and Periodical supervision as	2.50% of the project Cost i/c all Taxes & GST.
2	B	Consulting engineer	Planning and designing infrastructure (Road/Drain/Culvert/Water Supply/Sewegare/Electrification) with detailed Survey reports, conceptual plans, layout plans, Structural design, detailed working drawings, estimates preparation, 3D view and Periodical	2.50% of the project Cost i/c all Taxes & GST
3	C	Landscaper	Landscaper: planning & design of landscaping, lake development & other similar works with detailed Survey reports, conceptual plans, Structural design, detailed working drawings, estimates preparation, 3D view, water supply, electrical etc. and Periodical supervision as Required by KMC.	3% of the project Cost i/c all Taxes & GST
4	D	Interior Design Expert	Interior Design Expert: Interior planning & design all types buildings following standard norms in drawing, estimates preparation etc. or similar work.	6.0% of the project Cost i/c all Taxes & GST
5	E	Consulting engineer	Planning and designing of over bridge/under bridge with detailed survey reports, conceptual plans, Structural design, detailed working drawings, estimates preparation, 3D view, water supply, sanitary, electrical, interior works etc. and Periodical supervision as Required by KMC.	2.50% of the project Cost i/c all Taxes & GST

Section 6: Document Submission and Opening

6.1 Documents of Envelop A, B & C

KMC shall invite offers in three separate sealed envelopes A, B and C.

Envelop A shall have the following documents

- i. **Application form fee :-Rs.5,000.00 (Rs. Five Thousand)** in the form of Demand Draft drawn from any Nationalized/Scheduled bank in favor of Commissioner, Korba Municipal Corporation, Payable at Korba (C.G.)
- ii. **EMD :-Rs.1,00,000.00 (Rs. One Lakh)** in the form of Demand Draft/FDR/TDR drawn from any Nationalized/Scheduled bank in favor of Commissioner, Korba Municipal Corporation, Payable at Korba (C.G.)

Envelop B shall have the following documents

- i) Letter of Transmittal
- ii) ITR, last three years i.e financial year 21-22/22-23/23-24/24-25
- iii) Audited Balance sheet
- iv) firm registration certificate
- v) Details of participation in National or International Design Competitions, if any, in the past.
- vi) Photographs of any three important projects design by the Consulting engineer/ Landscaper/ Interior Designer.
- vii) Information of Consultants in SCHEDULE –A
- viii) Financial Status in SCHEDULE –B
- ix) Information about planning professionals and allied technical staff in SCHEDULE –C
- x) Details of other experience and past performance of the applicant on works of a similar nature and details of current works in hand and other commitments in SCHEDULE –D
- xi) Any other additional information in SCHEDULE –E

Envelop C shall have the following documents

Financial offers in the given format in SCHEDULE –F to SCHEDULE –I

Note- The financial offer for any category should not be more than the maximum limit for that category, given in section 5.

6.2 Submission and Opening of EOI

1. Consultants have to submit Envelop A, B and C in offline Mode. The sealed envelope should be sent by registered A.D. or speed post in this office (Korba Municipal Corporation, 3rd Floor, Vikas Bhawan, Nehru Chowk, Korba-495677) up to dated/...../2025 up to 16:00 PM. (Please mention the Name of Work, System Application No. in Envelop)
2. Only Those Consultants, whose Envelop A document found ok as per requirement of Clause 6.1 then thereafter Envelop B will be opened and all the Documents mentioned in Clause 6.1 are found OK as per Requirement of Eligibility Criteria there after Technical Marking Will be done. After Completion of Technical Marking applicants who qualified in Technical, His financial offer shall be opened/...../2025 at 5:30 PM . **If the Tender Opening Day falls on a Public Holiday, the tender will be opened on next working day.**
3. The marks shall be awarded to the Consultants by sole discretion of KMC and as per the clauses.
4. The decision of KMC will be final.

Section 8: Selection Method

1. The Financial offer shall not be opened by KMC until the evaluation of the EOI Proposals & Technical Proposals has been completed.
2. KMC will open the financial offer of those Applicants who have qualified in Eligibility & Technical Criteria of EOI.
3. Financial offer from applicants who have failed to qualify in Eligibility Criteria & Technical Criteria will not be opened. Only bids that are opened and read out at the proposal opening shall be considered further.
4. KMC will award the work to the bidder whose rate shall be found lowest for respective categories, the same rate shall be offered to all the qualified applicants and whoever gives consent to accept the rates shall be further considered for empanelment.
5. The consent received after the due date shall be rejected and those applicants shall be disqualified for empanelment.

Section 9: Award of Work & SIGNING OF AGREEMENT:

9.1 EMPANELMENT

The eligible participants would be selected for the empanelment on the basis of their vision, competence and previous works and after paying Registration fee (Non Refundable) of

- a) For category A, B & E : **Rs. 1,00,000**
- b) For Rest : **Rs. 50,000**

Note : EMD Deposit Rs 100000 with Above will be Deposited as Security.

Registration fee in the form of DD or any schedule bank in favor of "Commissioner, Korba Municipal Corporation" payable at Korba (C.G.).

9.2 PERIOD OF EMPANELMENT

The empanelment would be for a period of 3 (Three) years and can be extended for one more year i.e. empanelment will be for maximum four years.

9.3 TERMINATION OF EMPANELMENT

If in the view of the Commissioner, the performance of a consultant is not satisfactory or if in his view, the consultant has failed to safeguard the interest of KMC, the Commissioner may at his sole discretion, terminate the engagement of the consultant for a particular project as well as terminate his empanelment with KMC. The Commissioner in doing so shall assign reasons for termination.

9.4 SIGNING OF AGREEMENT

A separate agreement shall be executed between the KMC and the consultant for each different project.

The Commissioner, KMC shall have the liberty to postpone or not to carry on any job and the Consulting engineer/ Landscaper/ Interior Designers shall not be entitled to any compensation or damages for such postponement or non-execution of the job except the fees which are payable, to the Consulting engineer/ Landscaper/ Interior Designer up to the stage of scope of work/job on the date of such decision communicated to the Consulting engineer/ Landscaper/ Interior Designer by the KMC.

Section 10: SCOPE OF WORK :-(For respective categories)

FOR CATEGORY A

SURVEY:

Survey shall be done by Total Station and other latest Techniques. Survey would include: Site evaluation, analysis and impact of existing and proposed development on its immediate environs.

- i. Site survey including adjacent area (Site Plan).
- ii. Contour survey at intervals as specified by the in-charge executive engineer.
- iii. Location of all existing structures like, water bodies, trees, electric line, buildings, etc.
- iv. Any other features as directed by the engineer in charge.
- v. Survey plan and contour plan will be in scale 1:500 or as directed.
- vi. Survey, Design drawing, 3D view along with site development drawings.
- vii. Structure and elevation drawings.
- viii. Sanitary, plumbing, drainage, water supply and sewerage design.
- ix. Electrical, electronics, communication system and design.
- x. Heating, ventilation and air conditioning design (HVAC) and other mechanical systems.
- xi. Elevators, escalators etc.
- xii. Fire detection, fire protection and security systems etc.
- xiii. Periodic inspection and evaluation of construction work.
- xiv. Plans and estimates of interior design work. (When NON SOR items are used then Rate analysis with detail estimates to be done.)

DELIVERABLES:

- a) Site plan, Contour map and Geotechnical Investigation, location map of all underground water points and other maps in scale 1:500 (or as directed) in 5 hard copies & one soft copy in CD.
- b) Detailed working drawings in 5 hard copies and one soft copy. Or as per need.
- c) Stage 1 estimates and brief specification of works in three hard copies and one soft copy.

SCHEDULE OF SERVICES:

The Consulting engineer/ Landscaper/ Interior Designer shall, after taking instruction from client, render the following services:

Concept Design (Stage-01):-

- i) Ascertain Client's requirements, examine site constraints & potential; and prepare a design brief for Client's approval.
- ii) Prepare report on site evaluation, state of existing buildings, if any; and analysis and impact of existing or proposed development on its immediate environs.
- iii) Prepare drawing and documents to enable the Client (or by consultant if required according to applicable scale of charges) to get done the detailed survey and soil investigation at the site of the project.
- iv) Furnish report on measures required to be taken to mitigate the adverse impact, if any, of the existing or proposed development on its immediate environs.
- v) Prepare conceptual designs with reference to requirements given and prepare detailed estimates of cost on area basis.

Preliminary Design and Drawings (Stage-02):-

- i) Modify the conceptual designs incorporating required changes and prepare the preliminary drawings, sketches, study model, etc., for the client's approval along with preliminary estimates of cost on area basis.

Drawings for Clients/Statutory Approvals (Stage-03):-

- i) Prepare drawing necessary for clients /statutory approvals and ensure compliance with codes, standards and legislation, as applicable and applicable and assist the client in obtaining the statutory approval thereof, if required.

Working Drawings And Application Documents (Stage-04):-

- i) Prepare working drawings, specifications and schedule of quantities sufficient to prepare estimate of cost and Application drawings as required. The Application can then be carried out by the client.

Appointment of Contractors (Stage-05):-

- i) Advise Client on appointment of Contractors.
- ii) Prepare and issue working drawing and details for proper execution of works during construction.
- iii) Approve samples of various elements and components as required by clients.
- iv) Check and approve shop drawing submitted by the contractors.
- v) Visit the site of work, at intervals mutually agreed upon, to inspect and evaluate the construction work and where necessary clarify any decision, offer interpretation of the drawings/ specification, attend conferences and meetings to ensure that the project proceeds generally in accordance with the condition of contract and keep the Client informed and render advice on actions, if required.
- vi) In order to ensure that the work at site proceeds in accordance with the contract documents/ drawings and to exercise time and quality controls.

Construction(Stage-06):-

- i) Prepare and issue working drawing ,Good for Construction Drawing and details for proper execution of works during construction.
- ii) Approve samples of various elements and components as required by clients.
- iii) Check and approve shop drawing submitted by the contractors.
- iv) Visit the site of work, at intervals mutually agreed upon, to inspect and evaluate the construction work and where necessary clarify any decision, offer interpretation of the drawings/ specification, attend conferences and meetings to ensure that the project proceeds generally in accordance with the condition of contract and keep the Client informed and render advice on actions, if required.

- v) In order to ensure that the work at site proceeds in accordance with the contract documents/ drawings and to exercise time and quality controls.

Completion (Stage-07):-

- i) Prepare and submit completion reports and drawings for the project as required and assist the client in obtaining "completion/occupancy certificate" from statutory Authority, wherever required,
- ii) Issue two sets of as built drawings including services and structures.

FOR CATEGORY B

SURVEY:

Survey shall be done by Total Station and other latest Techniques. Survey would include: Site evaluation, analysis and impact of existing and proposed development on its immediate environs.

- i. Site survey including adjacent area (Site Plan).
- ii. Contour survey at intervals as specified by the in-charge executive engineer.
- iii. Location of all existing structures like, water bodies, trees, electric line, buildings, etc.
- iv. Any other features as directed by the engineer in charge.
- v. Survey plan and contour plan will be in scale 1:500 or as directed.
- vi. Survey, Design drawing, 3D view along with site development drawings.
- vii. Structure and elevation drawings.
- viii. Sanitary, plumbing, drainage, water supply and sewerage design.
- ix. Electrical, electronics, communication system and design.
- x. Heating, ventilation and air conditioning design (HVAC) and other mechanical systems.
- xi. Elevators, escalators etc.
- xii. Fire detection, fire protection and security systems etc.
- xiii. Periodic inspection and evaluation of construction work.
- xiv. Plans and estimates of interior design work. (When NON SOR items are used then Rate analysis with detail estimates to be done.)

DELIVERABLES:

- a) Site plan, Contour map and Geotechnical Investigation, location map of all underground water points and other maps in scale 1:500 (or as directed) in 5 hard copies & one soft copy in CD.
- b) Detailed working drawings in 5 hard copies and one soft copy. Or as per need.
- c) Stage 1 estimates and brief specification of works in three hard copies and one soft copy.

SCHEDULE OF SERVICES:

The Consulting engineer/ Landscaper/ Interior Designer shall, after taking instruction from client, render the following services:

Concept Design (Stage-01):-

- i) Ascertain Client's requirements, examine site constraints & potential; and prepare a design brief for Client's approval.
- ii) Prepare report on site evaluation, state of existing buildings, if any; and analysis and impact of existing or proposed development on its immediate environs.
- iii) Prepare drawing and documents to enable the Client (or by consultant if required according to applicable scale of charges) to get done the detailed survey and soil investigation at the site of the project.
- iv) Furnish report on measures required to be taken to mitigate the adverse impact, if any, of the existing or proposed development on its immediate environs.
- v) Prepare conceptual designs with reference to requirements given and prepare detailed estimates of cost on area basis.

Preliminary Design and Drawings (Stage-02):-

- i) Modify the conceptual designs incorporating required changes and prepare the preliminary drawings, sketches, study model, etc., for the client's approval along with preliminary estimates of cost on area basis.

Drawings for Clients/Statutory Approvals (Stage-03):-

- i) Prepare drawing necessary for clients /statutory approvals and ensure compliance with codes, standards and legislation, as applicable and assist the client in obtaining the statutory approval thereof, if required.

Working Drawings And Application Documents (Stage-04):-

- i) Prepare working drawings, specifications and schedule of quantities sufficient to prepare estimate of cost and Application drawings as required. The Application can then be carried out by the client.

Appointment of Contractors (Stage-05):-

- i) Advice Client on appointment of Contractors.
- ii) Prepare and issue working drawing and details for proper execution of works during construction.
- iii) Approve samples of various elements and components as required by clients.
- iv) Check and approve shop drawing submitted by the contractors.
- v) Visit the site of work, at intervals mutually agreed upon, to inspect and evaluate the construction work and where necessary clarify any decision, offer interpretation of the drawings/ specification, attend conferences and meetings to ensure that the project proceeds generally in accordance with the condition of contract and keep the Client informed and render advice on actions, if required.
- vi) In order to ensure that the work at site proceeds in accordance with the contract documents/ drawings and to exercise time and quality controls.

Construction(Stage-06):-

- i) Prepare and issue working drawing ,Good for Construction Drawing and details for proper execution of works during construction.

- ii) Approve samples of various elements and components as required by clients.
- iii) Check and approve shop drawing submitted by the contractors.
- iv) Visit the site of work, at intervals mutually agreed upon, to inspect and evaluate the construction work and where necessary clarify any decision, offer interpretation of the drawings/ specification, attend conferences and meetings to ensure that the project proceeds generally in accordance with the condition of contract and keep the Client informed and render advice on actions, if required.
- v) In order to ensure that the work at site proceeds in accordance with the contract documents/ drawings and to exercise time and quality controls.

Completion (Stage-07):-

- i) Prepare and submit completion reports and drawings for the project as required and assist the client in obtaining "completion/occupancy certificate" from statutory Authority, wherever required,
- ii) Issue two sets of as built drawings including services and structures.

FOR CATEGORY C

Landscaping, lake development and related work: -Landscape plan shall include

- a. Prepare concept plan for planting trees, shrubs, ground cover plants, and grass areas to fulfill environmental, aesthetic and functional needs.
- b. Identification of functionally and aesthetically strategic areas, such as entrance, around major activities, etc. and their conceptual treatment, especially the main entrance gateway to the Building to make an impressive impact
- c. Prepare landscape framework plan indicating proposed provision for pedestrian and vehicular movement, service access, and landscape of roads, parking, open areas, footpaths, and incorporation of service elements.

- d. Concept scheme for hard landscape elements such as boundary walls and gates, paths, paving, terraces, steps, ramps, planters, railing barriers and gates, pergolas street furniture lighting scheme etc.

SUBMISSION

1. Detailed working drawings in 5 hard copies and one soft copy.
2. Stage 1 estimate and brief specification of works in 5 hard copies and one soft copy.

FOR CATEGORY D

Interior Decoration Work: -

- a. Preparation of interior architecture, architectural conservations, graphic designs and signage.
- b. Preparation of lighting concept layout for buildings.
- c. Preparation of working drawings of interior works with all details for proper execution of work.

SUBMISSION

1. Detailed working drawings in 5 hard copies and one soft copy.
2. Stage 1 estimate and brief specification of works in 5 hard copies and one soft copy.

FOR CATEGORY E

SURVEY:

Survey shall be done by Total Station and other latest Techniques. Survey would include: Site evaluation, analysis and impact of existing and proposed development on its immediate environs.

- i. Site survey including adjacent area (Site Plan).
- ii. Contour survey at intervals as specified by the in-charge executive engineer.
- iii. Location of all existing structures like, water bodies, trees, electric line, buildings, etc.
- iv. Any other features as directed by the engineer in charge.
- v. Survey plan and contour plan will be in scale 1:500 or as directed.
- vi. Survey, Design drawing, 3D view along with site development drawings.
- vii. Structure and elevation drawings.
- viii. Sanitary, plumbing, drainage, water supply and sewerage design.
- ix. Electrical, electronics, communication system and design.
- x. Heating, ventilation and air conditioning design (HVAC) and other mechanical systems.
- xi. Elevators, escalators etc.
- xii. Fire detection, fire protection and security systems etc.
- xiii. Periodic inspection and evaluation of construction work.
- xiv. Plans and estimates of interior design work. (When NON SOR items are used then Rate analysis with detail estimates to be done.)

DELIVERABLES:

- a) Site plan, Contour map and Geotechnical Investigation, location map of all underground water points and other maps in scale 1:500 (or as directed) in 5 hard copies & one soft copy in CD.
- b) Detailed working drawings in 5 hard copies and one soft copy. Or as per need.
- c) Stage 1 estimates and brief specification of works in three hard copies and one soft copy.

SCHEDULE OF SERVICES:

The Consulting engineer/ Landscaper/ Interior Designer shall, after taking instruction from client, render the following services:

Concept Design (Stage-01):-

- i) Ascertain Client's requirements, examine site constraints & potential; and prepare a design brief for Client's approval.
- ii) Prepare report on site evaluation, state of existing buildings, if any; and analysis and impact of existing or proposed development on its immediate environs.
- iii) Prepare drawing and documents to enable the Client (or by consultant if required according to applicable scale of charges) to get done the detailed survey and soil investigation at the site of the project.
- iv) Furnish report on measures required to be taken to mitigate the adverse impact, if any, of the existing or proposed development on its immediate environs.
- v) Prepare conceptual designs with reference to requirements given and prepare detailed estimates of cost on area basis.

Preliminary Design and Drawings (Stage-02):-

- i) Modify the conceptual designs incorporating required changes and prepare the preliminary drawings, sketches, study model, etc., for the client's approval along with preliminary estimates of cost on area basis.

Drawings for Clients/Statutory Approvals (Stage-03):-

- i) Prepare drawing necessary for clients /statutory approvals and ensure compliance with codes, standards and legislation, as applicable and assist the client in obtaining the statutory approval thereof, if required.

Working Drawings And Application Documents (Stage-04):-

- i) Prepare working drawings, specifications and schedule of quantities sufficient to prepare estimate of cost and Application drawings as required. The Application can then be carried out by the client.

Appointment of Contractors (Stage-05):-

- i) Advise Client on appointment of Contractors.
- ii) Prepare and issue working drawing and details for proper execution of works during construction.

iii) Approve samples of various elements and components as required by clients.

iv) Check and approve shop drawing submitted by the contractors.

v) Visit the site of work, at intervals mutually agreed upon, to inspect and evaluate the construction work and where necessary clarify any decision, offer interpretation of the drawings/ specification, attend conferences and meetings to ensure that the project proceeds generally in accordance with the condition of contract and keep the Client informed and render advice on actions, if required.

vi) In order to ensure that the work at site proceeds in accordance with the contract documents/ drawings and to exercise time and quality controls.

Construction(Stage-06):-

i) Prepare and issue working drawing ,Good for Construction Drawing and details for proper execution of works during construction.

ii) Approve samples of various elements and components as required by clients.

iii) Check and approve shop drawing submitted by the contractors.

iv) Visit the site of work, at intervals mutually agreed upon, to inspect and evaluate the construction work and where necessary clarify any decision, offer interpretation of the drawings/ specification, attend conferences and meetings to ensure that the project proceeds generally in accordance with the condition of contract and keep the Client informed and render advice on actions, if required.

v) In order to ensure that the work at site proceeds in accordance with the contract documents/ drawings and to exercise time and quality controls.

Completion (Stage-07):-

i) Prepare and submit completion reports and drawings for the project as required and assist the client in obtaining" completion/occupancy certificate" from statutory Authority, wherever required,

- ii) Issue two sets of as built drawings including services and structures.

Note (For All Category A to E for Work Other than Scope.)

1. The consultant shall submit model, 3D Views, on a convenient scale of all the plans and designs.
2. Consultant shall design as per existing relevant codes. Consultant should follow existing norms, rules and regulations of PHE, Municipal, Town and Country planning Department, Electricity board and other departments. Consultant shall obtain statutory approval of all submission from the concerned departments. He shall supervise all the works under his scope of work at various stages and keep watch for accuracy and quality of work executed. Consultant shall visit the site for at least two days as per the date fixed by the in charge Executing Engineer at his own cost. Consultant shall prepare detailed estimate, based on schedule of rates of PWD and Application documents in consultation with the KMC.

Scope of Authority:

Authority's Responsibility (KMC)

1. Providing information regarding the location and boundaries of sites.
2. Furnishing SOR and other documents pertaining to the site of Chhattisgarh.
3. Preparing and inviting tender, awarding of works, supervision the work under construction and discharging all the liabilities of various contractor engaged in the work.
4. Taking note of the observations made by the Consulting engineer/ Landscaper/ Interior Designer/ Heritage Consultant or his authorized representative on their inspections/visits and enduring the corrections of deficiencies pointed out by them.
5. Supervising day to day construction activities at the site and coordinating amount the various contractors.

Schedule of services not included in the scope of agreement

1. Amount payable to any local bodies or authorities for getting sanctions of plans etc. and expenditure on advertisement.
2. Evaluation of tender and selection of contractor.

3. Contractors running bills and final bill, their checking settlement of payment of various contractors extra item rate settlement.
4. Construction progress report.
5. Printing and publishing of brochure for publicity (but providing mini drawings and other details to prepare brochure are included in services to be provided.)

Section 11: Eligibility Criteria: -

1. The applicant, individual/partnership Company should be registered in any Municipal Corporation in India, and should be a firm incorporated in India.
2. To be eligible for Empanelment, the applicants shall provide evidence satisfactory to the Commissioner KMC. For their eligibility and of their capability and adequacy of resources to carry out the services. Similarly, in case of Consortium, if any member is likely to derive expertise of the parent company, then an undertaking to that effect from the parent company providing such expertise to the Consortium member should be submitted. In addition, all applications submitted shall include the following information:-
 - a) Letter of Transmittal.
 - b) Photocopies of Income Tax return of the firm for the last 3 years for all categories.
 - c) Audited balance sheets.
 - d) Reports on the financial standing of the applicant in Schedule 'B'.
 - e) Information about planning professionals and allied technical staff in Schedule 'C'.
 - f) Details of other experience and past performance of the applicant on works of a similar nature and details of current works in hand and other commitments in schedule 'D'.
 - g) Any other relevant additional information in Schedule 'E'.
 - h) Details of participation in National or International Design Competitions, if any, in the past.
 - i) Photographs of any three important projects designed by the Consulting engineer/ Landscaper/ Interior Designer.

The applicants are required to make a presentation covering the above aspects along with the projects assigned.

3. For the purpose of empanelment, applicant should meet the following qualifying criteria as a minimum for:
- a) The applicant must be a well-established consultant having capability and experience in residential/Commercial/residential cum commercial construction.
 - b) **The applicant should be empaneled in any central government/State government/Municipal corporation in India.**
 - c) The consultant must have experience in the field of architecture or consulting engineer and be of repute with proven experience of rendering comprehensive architectural and structural services having in-house facilities for all related disciplines including architecture, survey, urban design structure, electrical, mechanical air conditioning, acoustics, public health engineering, landscaping and interior design. They must have adequate experienced Technical manpower, and all modern facilities including computer aided design.
4. Even if an applicant firm satisfies the above requirements, it will be subject to disqualification if it has:
- a) Made false representation in the form, statement and attachments required in the Registration documents.
 - b) Record of poor performance such as abandoning work, not properly completing contract, financial failures or delayed completion.
 - c) If it has been convicted by any court of law.

Section 12: Availability of Professional staff/ experts:-

1. Having selected the Consultant on the basis of, among other things, an evaluation of proposed Professional staff, the Client expects to negotiate a Contract on the basis of the Professional staff named in the Proposal. Before contract negotiations, the Client will require assurances that the Professional staff will be actually available.
2. The Client will not consider substitutions during contract negotiations unless both parties agree that undue delay in the selection process makes such substitution unavoidable or for reasons such as death or medical incapacity. If this is not the case and if it is established that Professional staff were offered

in the proposal without confirming their availability, the Consultant may be disqualified. Any proposed substitute shall have equivalent or better qualifications and experience than the original candidate and be submitted by the Consultant within the period of time specified in the letter of invitation to negotiate.

Section 13: Technical Evaluation Criteria:-

Criteria, Sub-criteria and point system for the evaluation of technical proposal are:

- A. Experience:30 marks for submitting work completion certificates.
- B. Financial:30 marks
- C. Concept plan and methodology: 20 marks
 - Through evaluation of Presentation by consultants with maximum 25 slides.
- D. Professional Staff: 20 marks

The minimum technical score required to empanel is 60 marks.

Section 14: Mode of payment:-

1.For Category A, B & E (Consulting Engineer)

Any tax levied by law, such as GST etc. contingent to professional services rendered by the Consulting engineer/ Landscaper/ Interior Designer shall not be payable by the Client, over and above the gross Fees charged by Consulting engineer/ Landscaper/ Interior Designer in relation to the services provided.

A. FOR BUILDING WORKS

S.No.	Description	% of the total fees
1	For submission of detail Survey reports and layout plans and approval of the same from Authority	15 %
2	After Authority's approval of schematic design & approval of drawings by statutory authorities	15%

3	After submission of estimates and Application drawings sufficient to call Application and structural design with structural drawings	15%
4	After submission of all detailed working drawings	25%
5	Completion of plastering, flooring, & finishing and providing doors and shutters	20%
6	On completion of work and fulfilling of all responsibility to Authority satisfaction remaining of total fees as per actual work done & as built drawing	10%

B. For Road & Other Infrastructure works

S.No.	Description	% of the total fees
1	For submission of detail Survey reports and layout plans and approval of the same from Authority	15 %
2	After Authority's approval of schematic design & approval of drawings by statutory authorities	15%
3	After submission of estimates and Application drawings sufficient to call Application and structural design with structural drawings	15%
4	After completion of 40% project cost of the work	20%
5	After completion of 80% project cost of the work	20%
6	On completion of work and fulfilling of all responsibility to Authority satisfaction remaining of total fees as per actual work done & as built drawing	15%

2. For Category C, landscaping work:-

S.No.	Description	% of the total fees
1	For submission of site survey report ,layout plan and approval of the same	15 %
2	Preparation of preliminary design and block estimates submission drawings, detailed estimates	15%
3	Preparation of detailed architectural and structural drawings	15%

4	After completion of 40% project cost of the work	20%
5	After completion of 80% project cost of the work	20%
6	Upon completion of project	15%

3. For Category D, interior design work:-

S.No.	Description	% of the total fees
1	For submission of site survey report ,layout plan and approval of the same	15 %
2	Preparation of preliminary design and block estimates submission drawings, detailed estimates	15%
3	Preparation of detailed architectural and structural drawings	15%
4	After completion of 30% project cost of the work	20%
5	After completion of 90% project cost of the work	20%
6	Upon completion of project	15%

E. For Over Bridge/Under Bridge works

S.No.	Description	% of the total fees
1	For submission of detail Survey reports and layout plans and approval of the same from Authority	15 %
2	After Authority's approval of schematic design & approval of drawings by statutory authorities	15%
3	After submission of estimates and Application drawings sufficient to call Application and structural design with structural drawings	15%
4	After completion of 40% project cost of the work	20%
5	After completion of 80% project cost of the work	20%
6	On completion of work and fulfilling of all responsibility to Authority satisfaction remaining of total fees as per actual work done & as built drawing	15%

Penalty: Delay in work, supervision, submission of drawings, noncompliance of scope of work of this Application document can lead to penalty at the rate of 0.5 % Per week of maximum 5% of the total fees of the consultant. Decision of which will be decided by Commissioner, KMC

Section 15: GENERAL CONDITION OF CONTRACT:

1. For statutory permission, Authority's use and execution of the work, the Consulting engineer/ Landscaper/ Interior Designer will submit 05 sets of drawings and will provide soft copy of it. (In required format by Authority).
2. The drawing produced and issued by the Consulting engineer/ Landscaper/ Interior Designer are the property of KMC. As per copyright act should not be used without their written permission from KMC.
3. The Consulting engineer/ Landscaper/ Interior Designer and his team have no liability whatsoever for any part of work for which the liabilities lies with the contractors or suppliers of the Authority and liability towards land assessments right of way or any other legal claims or obligation put forth by the authorities of existing building, permanent or temporary.
4. The Consulting engineer/ Landscaper/ Interior Designer and his authorized representative with their team shall visit the site and inspect the work as may be deemed necessary to ensure that the work is being executed in general accordance with the project.
5. Except for the structural emergencies the Consulting engineer/ Landscaper/ Interior Designer and his team of specialists shall not make any material deviation, alteration, addition or omission from work shown and described in the contract documents without first obtaining written consent of the client.
6. The Consulting engineer/ Landscaper/ Interior Designer on the completion of project shall prepare free of charge drawings sufficient to show the main service lines and other essential services.
7. In the case of either of the parties committing breach of any or more of the term and conditions of the agreement, the aggrieved party shall be entitled to give notice for rescinding this agreement without prejudice to its right to claim damages or remedies under the law. On receipt of such notice in case the matter is not resolved mutually between the parties. The matter shall be referred to the KMC Commissioner.
8. The Authority shall have the liberty to postpone or not to execute any work and the Consulting engineer/ Landscaper/ Interior Designer shall be entitled to any compensation or damage for such omission or postponements or non- execution of the work except the fees which are payable to the Consulting engineer/ Landscaper/ Interior Designer up to the stage of services that are actually in progress.

9. If the Consulting engineer/ Landscaper/ Interior Designer becomes incapacitated the Authority may make full use of all or any drawings, estimates, and documents, prepared by him after proportional payments for the same as mentioned in the mode of payments.
10. Deduction can be made from Consulting engineer/ Landscaper/ Interior Designer fees on account of penalty, liquidated damages or other reasons, in case he does not fulfil his main duties as mentioned in in the details of services to be rendered by Architect.
11. The Consulting engineer/ Landscaper/ Interior Designer shall make necessary revisions as may be required by the Authority in the drawings and the other documents submitted by him. Once finally approved any substantial changes required by Authority shall be compensated as additional services rendered by the Architect and paid as mutually agreed upon.
12. The Consulting engineer/ Landscaper/ Interior Designer and his team shall advice the Authority regarding work under execution during visits to the site and report his observations. The discretion for implementation of this advice shall be that of Authority.
13. The Authority shall take note of all statutory under the law and act as per its provisions at the time of payments made to the Consulting engineer/ Landscaper/ Interior Designer.

Section 16: ARBITRATION

1. The Authority and the Consultant shall bind themselves their partner's, successor's executors, administrators and assignees to the other party in respect of all covenants to the agreement. Except as above, neither the Authority nor the Consultant shall assign sublet or transfer their interest in this agreement without their written consent of the other party and the Authority and the Consultant hereby agree to full performance of the covenants contained herein.
2. In case of any dispute arising out of this agreement the matter shall be referred to a sole Arbitrator to be appointed by KMC's Commissioner and decision shall be binding on both the parties. In witness of the parties have hereunder set their hand and seal and sign on the Day, Month and Year first written.
3. The arbitration shall be conducted in accordance with the provisions of the Arbitration and Conciliation Act, 1996 and venue of the arbitration shall be at Korba. The courts at Korba shall have the exclusive jurisdiction to decide the matter arising out of the Arbitration.

LETTER OF TRANSMITTAL

<<To be printed on Applicant's letterhead and signed by Authorized signatory>>

To

The Commissioner
Municipal Corporation,
Korba (C.G.)

Sub: Request for empanelment as consultant in Category _____ .

Dear Sir,

Having examined the advertisement and the application form including scope of work, we hereby submit all the necessary information and relevant documents for participation in for Empanelment in **Category _____** for the various construction works in the Korba Municipal Corporation.

The application is made by me/us on behalf of _____ in the capacity of _____ duly authorized to submit the offer.

We understand that Korba Municipal Corporation reserves the right to reject any application without assigning any reason.

(Signature of applicant)

(Including title and capacity in which application is made

INFORMATION OF CONSULTANT

SCHEDULE -A

CORPORATE INFORMATION OF CONSULTANT

S.No.	Description	Details submitted
1	Name of the Company/Firm:	
2	Registration no. with the country of Registration:(If applicable)	
3	Year of registration:	
4	Registered address:	
5	Principal place of Business:	
6	Address of Branch office(own):	
7	Name and address principal/parent Company(if applicable):	
8	Name of contact person:	
9	Contact person's Designation:	
10	Address, telephone, fax no., email address of contact person	
11	Indicate the area of participation of :	

(Signature of applicant)
(Including title and capacity in which application is made)

FINANCIAL STATUS

SCHEDULE-B

(For each member of the group)

- a. Name of the Consultant :
- b. Whether individual/ proprietary/
Partnership/Company :
- c. Average Annual Turnover
(for the last 3 years) (Indian Rupees) :
- d. ITR for last 03 financial years :
- e. Signed balance sheet from CA
for last 03 financial year :

Note:

1. In case turnover is from source other than consultancy fees, separate certificate from CA shall also be submitted to show income through Consultancy service only.
2. All foreign currencies should be converted to equivalent Rupees.

(Signature of applicant)

(Including title and capacity in which application is made)

TECHNICAL STAFF

SCHEDULE-C

Information about the TECHNICAL STAFF

(Each member of the group to furnish information in their respective area of participation)

No	Field of specialization	No of persons			
		Ph.D.	Post Graduate	Graduate	Other Qualification
1.	Surveyor				
2.	Building Structural designer				
3.	Civil Engineer				
4.	Acoustic Engineer				
5.	Urban Planner				
6.	Housing Analyst				
7.	Environmental Planner				
8.	Architect				
9.	Landscape Planner				
10.	Infrastructure Analyst & designer				
11.	Interior designer				
12.	Electrical Expert				
13.	Draftsman				
14.	Others				

Note: supporting documents to be attached along with letter of employment/ association.

(Signature of applicant)
(Including title and capacity in which application is made)

Empanement of _____

Category _____

DETAILS OF THE EXPERIENCE AND PAST PERFORMANCE TO FULFILL THE ELIGIBILITY CRITERIA

Name of Employer/ Client	Name, Location, Brief Description, and date of commencement of work	Indicate whether 'Infrastructure Projects' including 'real estate works'	Total value of works (Rs. In Crores)	Status of Project Completed	Status of Project in progress	Percentage completed if works are in progress.

Note:

1. Copies of Certificates from the Employers/ Clients are to be attached in respect of information furnished.
2. Attach additional information qualifying the above, if required.

Signature

Any other relevant additional information

SCHEDULE - E

S No	Details	Remark

Financial Offer for Category A

SCHEDULE – F

Date

To,

The Commissioner
Municipal Corporation
Korba (C.G.)

Sub : Financial Offer for “ Expression of Interest for Empanelment for **Category A of Consulting Engineer** for planning & designing along with engineering services for various project in Korba Chhattisgarh.”

Ref.: You're Notification No. Dated/...../2025 & EOI No

Sir/Madam,

S. No.	Category of work	consultant	Items of work	Quoted Rate in % age	Quoted Rate in % age in Word
1	A	Consulting engineer	Planning and designing multi-utility building/market development and others works with detailed survey reports, conceptual plans, layout plans, Structural design, detailed working drawings, estimates preparation, 3D view, water supply, sanitary, electrical, interior works etc. and Periodical supervision as Required by KMC.		

Note : Quoted Rate is Inclusive of GST Tax.

Place: _____
Date: _____

Signature of Applicant
Name, Address with

Rubber stamp

Financial Offer for Category B

SCHEDULE – G

Date

To,

The Commissioner
Municipal Corporation
Korba (C.G.)

Sub : Financial Offer for “ Expression of Interest for Empanelment for **Category B of Consulting Engineer** for planning & designing along with engineering services for various project in Korba Chhattisgarh.”

Ref.: You're Notification No. Dated/...../2025 & EOI No

Sir/Madam,

S. No.	Category of work	consultant	Items of work	Quoted Rate in % age	Quoted Rate in % age in Word
2	B	Consulting engineer	Planning and designing infrastructure (Road/Drain/Culvert/Water Supply/Sewegare/Electrification) with detailed Survey reports, conceptual plans, layout plans, Structural design, detailed working drawings, estimates preparation, 3D view and Periodical supervision as Required by KMC.		

Note:Quoted Rate is Inclusive of GST Tax.

Place: _____

Date: _____

Signature of Applicant
Name, Address with

Rubber stamp

Financial Offer for Category C

SCHEDULE - II

Date _____

To,

The Commissioner
Municipal Corporation
Korba (C.G.)

Sub: Financial Offer for "Expression of Interest for Empanelment for Category C of Landscaper for planning & designing along with engineering services for various project in Korba Chhattisgarh."

Ref: You're Notification No. Dated/...../2025 & EOI No

Sir/Madam,

S. No.	Category of work	consultant	Items of work	Quoted Rate in % age	Quoted Rate in % age in Word
3	C	Landscaper	Landscaper: planning & design of landscaping, lake development & other similar works with detailed Survey reports, conceptual plans, Structural design, detailed working drawings, estimates preparation, 3D view, water supply, electrical etc. and Periodical supervision as Required by KMC.		

Note: Quoted Rate is Inclusive of GST Tax.

Place: _____

Date: _____

Signature of Applicant
Name, Address with

Rubber stamp

Financial Offer for Category D

SCHEDULE - I

Date _____

To,

The Commissioner
Municipal Corporation
Korba (C.G.)

Sub : Financial Offer for “ Expression of Interest for Empanelment for **Category D of Interior Design Expert** for planning & designing along with engineering services for various project in Korba Chhattisgarh.”

Ref: You're Notification No. Dated/...../2025 & EOI No

Sir/Madam,

S. No.	Category of work	consultant	Items of work	Quoted Rate in % age	Quoted Rate in % age in Word
4	D	Interior Design Expert	Interior Design Expert: Interior planning & design all types buildings following standard norms in drawing, estimates preparation etc. or similar work.		

Note: Quoted Rate is Inclusive of GST Tax.

Place: _____

Date: _____

Signature of Applicant
Name, Address with

Rubber stamp

Financial Offer for Category E

SCHEDULE - G

Date _____

To,

The Commissioner
Municipal Corporation
Korba (C.G.)

Sub : Financial Offer for “ Expression of Interest for Empanelment for **Category E of Consulting Engineer** for planning & designing along with engineering services for various project in Korba Chhattisgarh.”

Ref.: You're Notification No. Dated/...../2025 & EOI No

Sir/Madam,

S. No.	Category of work	consultant	Items of work	Quoted Rate in % age	Quoted Rate in % age in Word
5	E	Consulting engineer	Planning and designing of over bridge/under bridge with detailed survey reports, conceptual plans, Structural design, detailed working drawings, estimates preparation, 3D view, water supply, sanitary, electrical, interior works etc. and Periodical supervision as Required by KMC.		

Note: Quoted Rate is Inclusive of GST Tax.

Place: _____
Date: _____

Signature of Applicant
Name, Address with

Rubber stamp

AGREEMENT

THIS AGREEMENT is made on the _____ day of _____ 2021 at Bilaspur.

BETWEEN:

Managing Director, Bilaspur Smart City Limited (hereinafter referred to as the "BSCL" which expression shall, unless it be repugnant to the context or meaning thereof, include its successors, administrators and permitted assigns) of the acting through **Manager, Bilaspur Smart City Limited on behalf of managing director, BSCL**, claiming due authority to execute this Agreement, of the **FIRST PART**;

AND

G.T Design Studio, Raipur having its registered office at **P-27, Kavita Nagar Avanti Vihar, Raipur C.G 495001**, (herein after referred to as "Consultant" or the Second Part") which expression shall, unless it be repugnant to the context or meaning thereof, include its successors and permitted assigns) of the acting through _____, claiming due authority to execute this Agreement, of the **SECOND PART**.

WHEREAS the **SECOND PART** is claims of having requisite experienced for Planning and designing multi-utility building works/ infrastructure of various project cost exceeding ₹ 10.00 Crores including detailed conceptual plans, survey, Structural Designs, interior decoration, detailed working drawings

(Good for Construction Drawings), Internal water supply, sanitary and electrical, HVAC etc drawings and details, BOQ/Bid Document, Periodic supervision..

And whereas the FIRST PART is in need for such services for a project more specifically described in the Scope of Work of this Agreement (hereinafter called the "Project");

And whereas SECOND PART is keen to engage the Consultant for the Project;

NOW, THEREFORE, IT IS HEREBY AGREED between the Parties as follows:

DURATION OF AGREEMENT The Agreement shall remain in force for a period of 3 years or till it is modified or revoked, whichever is earlier. The Agreement may be extended for another year subject to fulfillment of all the terms and conditions of this Agreement & EOI and with mutual consent of both parties.

Section 1: Award of Work & signing of agreement:

1.1 PERIOD OF EMPANELMENT

The empanelment would be for a period of 3 (Three) years and can be extended for one more year i.e. empanelment will be for maximum four years.

1.2 TERMINATION OF EMPANELMENT

If in the view of the Managing Director (MD), the performance of a consultant is not satisfactory or if in his view, the consultant has failed to safeguard the interest of BSCL, the MD may at his sole discretion, terminate the engagement of the consultant for a particular project as well as terminate his empanelment with BSCL. The MD in doing so shall assign reasons for termination.

1.3 SIGNING OF AGREEMENT

A separate agreement shall be executed between the BSCL and the consultant for each different project .

The MD BSCL shall have the liberty to postpone or not to carry on any job and the Consulting engineers shall not be entitled to any compensation or damages for such postponement or non-execution of the job except the fees which are payable, to the Consulting engineer up to the stage of scope of work/job on the date of such decision communicated to the Consulting engineer by the BSCL.

Section 2: SCOPE OF WORK :- (For respective categories)

Category "A": Planning and designing multi-utility building works/infrastructure of values/ project cost exceeding ₹ 30.00 Crores. With detailed survey reports, conceptual plans, Structural design,

detailed working drawings, 3D view, water supply, sanitary, electrical, interior works etc. and Periodical supervision as Required by BSCL.

FOR CATEGORY A

SURVEY:

Survey shall be done by Total Station and other latest Techniques. Survey would include: Site evaluation, analysis and impact of existing and proposed development on its immediate environs.

- i. Site survey including adjacent area (Site Plan).
- ii. Contour survey at intervals as specified by the in-charge executive engineer.
- iii. Location of all existing structures like, water bodies, trees, electric line, buildings, etc.
- iv. Any other features as directed by the engineer in charge.
- v. Survey plan and contour plan will be in scale 1:500 or as directed.
- vi. Survey, Design drawing, 3D view along with site development drawings.
- vii. Structure and elevation drawings.
- viii. Sanitary, plumbing, drainage, water supply and sewerage design.
- ix. Electrical, electronics, communication system and design.
- x. Heating, ventilation and air conditioning design (HVAC) and other mechanical systems.
- xi. Elevators, escalators etc.
- xii. Fire detection, fire protection and security systems etc.
- xiii. Periodic inspection and evaluation of construction work.
- xiv. Plans and estimates of interior design work. (When NON SOR items are used then Rate analysis with detail estimates to be done.)

DELIVERABLES:

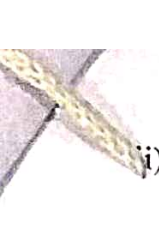
- a) Site plan, Contour map and Geotechnical Investigation, location map of all underground water points and other maps in scale 1:500 (or as directed) in 5 hard copies & one soft copy in CD.
- b) Detailed working drawings in 5 hard copies and one soft copy. Or as per need.
- c) Stage 1 estimates and brief specification of works in three hard copies and one soft copy.

SCHEDULE OF SERVICES:

The Consulting engineer shall, after taking instruction from client, render the following services:

Concept Design (Stage-01):-

- i) Ascertain Client's requirements, examine site constraints & potential; and prepare a design brief for Client's approval.

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- i) Prepare report on site evaluation, state of existing buildings, if any; and analysis and impact of existing or proposed development on its immediate environs.
 - iii) Prepare drawing and documents to enable the Client (or by consultant if required according to applicable scale of charges) to get done the detailed survey and soil investigation at the site of the project.
 - iv) Furnish report on measures required to be taken to mitigate the adverse impact, if any, of the existing or proposed development on its immediate environs.
 - v) Prepare conceptual designs with reference to requirements given and prepare detailed estimates of cost on area basis.

Preliminary Design and Drawings (Stage-02):-

- i) Modify the conceptual designs incorporating required changes and prepare the preliminary drawings, sketches, study model, etc., for the client's approval along with preliminary estimates of cost on area basis.

Drawings for Clients/Statutory Approvals (Stage-03):-

- i) Prepare drawing necessary for clients /statutory approvals and ensure compliance with codes, standards and legislation, as applicable and assist the client in obtaining the statutory approval thereof, if required.

Working Drawings And Application Documents (Stage-04):-

- i) Prepare working drawings, specifications and schedule of quantities sufficient to prepare estimate of cost and Application drawings as required. The Application can then be carried out by the client.

Appointment of Contractors (Stage-05):-

- i) Advice Client on appointment of Contractors.
- ii) Prepare and issue working drawing and details for proper execution of works during construction.
- iii) Approve samples of various elements and components as required by clients.
- iv) Check and approve shop drawing submitted by the contractors.
- v) Visit the site of work, at intervals mutually agreed upon, to inspect and evaluate the construction work and where necessary clarify any decision, offer interpretation of the drawings/ specification, attend conferences and meetings to ensure that the project proceeds generally in accordance

with the condition of contract and keep the Client informed and render advice on actions, if required.

- vi) In order to ensure that the work at site proceeds in accordance with the contract documents/ drawings and to exercise time and quality controls.

Construction (Stage-06):-

- i) Prepare and issue working drawing ,Good for Construction Drawing and details for proper execution of works during construction.
- ii) Approve samples of various elements and components as required by clients.
- iii) Check and approve shop drawing submitted by the contractors.
- iv) Visit the site of work, at intervals mutually agreed upon, to inspect and evaluate the construction work and where necessary clarify any decision, offer interpretation of the drawings/ specification, attend conferences and meetings to ensure that the project proceeds generally in accordance with the condition of contract and keep the Client informed and render advice on actions, if required.
- v) In order to ensure that the work at site proceeds in accordance with the contract documents/ drawings and to exercise time and quality controls.

Completion (Stage-07):-

- i) Prepare and submit completion reports and drawings for the project as required and assist the client in obtaining” completion/occupancy certificate” from statutory Authority, wherever required,
- ii) Issue two sets of as built drawings including services and structures.

Section 3.Scope of Authority:

Authority’s Responsibility (BSCL)

1. Providing information regarding the location and boundaries of sites.
2. Furnishing SOR and other documents pertaining to the site of Chhattisgarh.
3. Preparing and inviting tender, awarding of works, supervision the work under construction and discharging all the liabilities of various contractor engaged in the work.
4. Taking note of the observations made by the Consulting engineer or his authorized representative on their inspections/visits and enduring the corrections of deficiencies pointed out by them.
5. Supervising day to day construction activities at the site and coordinating amount the various contractors.

Schedule of services not included in the scope of agreement

1. Amount payable to any local bodies or authorities for getting sanctions of plans etc. and expenditure on advertisement.
2. Evaluation of tender and selection of contractor.
3. Contractors running bills and final bill, their checking settlement of payment of various contractors extra item rate settlement.
4. Construction progress report.
5. Printing and publishing of brochure for publicity (but providing mini drawings and other details to prepare brochure are included in services to be provided.)

Section 4: Availability of Professional staff/ experts:-

1. Having selected the Consultant on the basis of, among other things, an evaluation of proposed Professional staff, the Client expects to negotiate a Contract on the basis of the Professional staff named in the Proposal. Before contract negotiations, the Client will require assurances that the Professional staff will be actually available.
2. The Client will not consider substitutions during contract negotiations unless both parties agree that undue delay in the selection process makes such substitution unavoidable or for reasons such as death or medical incapacity. If this is not the case and if it is established that Professional staff were offered in the proposal without confirming their availability, the Consultant may be disqualified. Any proposed substitute shall have equivalent or better qualifications and experience than the original candidate and be submitted by the Consultant within the period of time specified in the letter of invitation to negotiate.

Section 5: Mode of payment:-

1. For Category A (Consulting Engineer)

Any tax levied by law, such as GST etc. contingent to professional services rendered by the Consulting engineer shall not be payable by the Client, over and above the gross Fees charged by Consulting engineer in relation to the services provided.

1. FOR BUILDING WORKS

S.No.	Description	% of the total fees
1	For submission of detail Survey reports and layout plans and approval of the same from Authority	15 %
2	After Authority's approval of schematic design & approval of drawings by statutory authorities	15%

3	After submission of estimates and Application drawings sufficient to call Application and structural design with structural drawings	15%
4	After submission of all detailed working drawings	25%
5	Completion of plastering, flooring, & finishing and providing doors and shutters	20%
6	On completion of work and fulfilling of all responsibility to Authority satisfaction remaining of total fees as per actual work done & as built drawing	10%


2. For Road & Other Infrastructure works

S.No.	Description	% of the total fees
1	For submission of detail Survey reports and layout plans and approval of the same from Authority	15 %
2	After Authority's approval of schematic design & approval of drawings by statutory authorities	15%
3	After submission of estimates and Application drawings sufficient to call Application and structural design with structural drawings	15%
4	After completion of 40% project cost of the work	20%
5	After completion of 80% project cost of the work	20%
6	On completion of work and fulfilling of all responsibility to Authority satisfaction remaining of total fees as per actual work done & as built drawing	15%

Penalty: Delay in work, supervision, submission of drawings, noncompliance of scope of work of this Application document can lead to penalty at the rate of 0.5 % Per week of maximum 5% of the total fees of the consultant. Decision of which will be decided by MD, BSCL

Section 6- GENERAL CONDITIONS OF CONTRACT

1. For statutory permission, Authority's use and execution of the work, the Consulting engineer will submit 05 sets of drawings and will provide soft copy of it. (In required format by Authority).
2. The drawing produced and issued by the Consulting engineer are the property of BSCL. As per copyright act should not be used without their written permission from BSCL.
3. The Consulting engineer and his team have no liability whatsoever for any part of work for which the liabilities lies with the contractors or suppliers of the Authority and liability towards land

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- assessments right of way or any other legal claims or obligation put forth by the authorities of existing building, permanent or temporary.
4. The Consulting engineer and his authorized representative with their team shall visit the site and inspect the work as may be deemed necessary to ensure that the work is being executed in general accordance with the project.
 5. Except for the structural emergencies the Consulting engineer and his team of specialists shall not make any material deviation, alteration, addition or omission from work shown and described in the contract documents without first obtaining written consent of the client.
 6. The Consulting engineer on the completion of project shall prepare free of charge drawings sufficient to show the main service lines and other essential services.
 7. In the case of either of the parties committing breach of any or more of the term and conditions of the agreement, the aggrieved party shall be entitled to give notice for rescinding this agreement without prejudice to its right to claim damages or remedies under the law. On receipt of such notice in case the matter is not resolved mutually between the parties. The matter shall be referred to the BSCL MANAGING DIRECTOR.
 8. The Authority shall have the liberty to postpone or not to execute any work and the Consulting engineer shall be entitled to any compensation or damage for such omission or postponements or non- execution of the work except the fees which are payable to the Consulting engineer up to the stage of services that are actually in progress.
 9. If the Consulting engineer becomes incapacitated the Authority may make full use of all or any drawings, estimates, and documents, prepared by him after proportional payments for the same as mentioned in the mode of payments.
 10. Deduction can be made from Consulting engineer fees on account of penalty, liquidated damages or other reasons, in case he does not fulfil his main duties as mentioned in in the details of services to be rendered by Architect.
 11. The Consulting engineer shall make necessary revisions as may be required by the Authority in the drawings and the other documents submitted by him. Once finally approved any substantial changes required by Authority shall be compensated as additional services rendered by the Architect and paid as mutually agreed upon.
 12. The Consulting engineer and his team shall advice the Authority regarding work under execution during visits to the site and report his observations. The discretion for implementation of this advice shall be that of Authority.
 13. The Authority shall take note of all statutory under the law and act as per its provisions at the time of payments made to the Consulting engineer.

Section 7: ARBITRATION

1. The Authority and the Consultant shall bind themselves their partner's, successor's executors, administrators and assignees to the other party in respect of all covenants to the agreement. Except as above, neither the Authority nor the Consultant shall assign sublet or transfer their interest in this agreement without their written consent of the other party and the Authority and the Consultant hereby agree to full performance of the covenants contained herein.
2. In case of any dispute arising out of this agreement the matter shall be referred to a sole Arbitrator to be appointed by BSCL's Managing director and decision shall be binding on both the parties. In witness of the parties have hereunder set their hand and seal and sign on the Day, Month and Year first written.
3. The arbitration shall be conducted in accordance with the provisions of the Arbitration and Conciliation Act, 1996 and venue of the arbitration shall be at Bilaspur. The courts at Bilaspur shall have the exclusive jurisdiction to decide the matter arising out of the Arbitration.

IN WITNESS WHERE OF, the TWO PARTS hereto have caused this Agreement to be signed in their respective names as of the day and year first above written

<p>SIGNED, SEALED AND DELIVERED for and on behalf of</p> <p>Sign: _____</p> <p>Name :</p> <p>Designation:</p> <p>Seal:</p> <p>G.T Design Studio, Raipur In the presence of Witness</p> <p>1.</p> <p>2.</p>	<p>SIGNED, SEALED AND DELIVERED for and on behalf of</p> <p>Sign: _____</p> <p>Designation: Manager ,BSCL</p> <p>Seal:</p> <p>Managing Director BSCL In the presence of Witness</p> <p>1.</p> <p>2.</p>
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