

Indian Institute of Technology Bombay

Invites

Request for Proposal (RFP)

For

Comprehensive Architectural Consultancy Services

for the Proposed New Building at IIT Bombay,

Powai, Mumbai-400076

Ref. No. IITB/DIPS/NBLDG/AC/01

Dated 19.12.2024



RFP Invited by

Dean, Infrastructure Planning and Support (IPS)

Indian Institute of Technology Bombay

Powai, Mumbai 400076.

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1 Background

Dean (IPS), on behalf of Director, Indian Institute of Technology Bombay (IITB) requests proposals for the Comprehensive Architectural Consultancy Services for the Proposed New Building at IIT Bombay, Powai, Mumbai-400076 from the interested Architectural Consultants in single-bid system in accordance with the terms and conditions as set out below.

Vision

An elegant New Building that serves as a connection between Alumni, IIT Bombay, students, and stakeholders, making Alumni proud.

IIT Bombay is embarking on creating a state-of-the-art New Building, envisioned as a landmark facility that embodies the institution's rich legacy while catering to the diverse needs of its alumni community. This project aims to foster enduring connections between the alumni and the university by providing a dedicated space for interaction, collaboration, and reflection. The New Building will play a central role in hosting alumni-related activities, while also showcasing the university's history and future aspirations.

1.1 RFP Details:

Dean Infrastructure Planning and Support (IPS), on behalf of the Director, IITB invites Tender for the following work from the eligible firms / contractors :

Table 1: Important dates

NIT No	IITB/DIPS/NBLDG/AC/01 dated 19/12/2024
Name of Work & Location	Comprehensive Architectural Consultancy Services for the Proposed New Building, at IIT Bombay Powai, Mumbai– 400076
Scheduled Dates	<ol style="list-style-type: none">1 Date of invitation of RFP document : 19/12/20242 Last date for receipt of queries : 27/12/20243 Pre-bid meeting (11:30 Hrs, IPS office) : 02/01/20254 RFP queries Response : 10/01/20255 Receipt of RFP Proposals (up to 15:00 Hrs) : 05/02/2025
Period for Completion	22 Months

1.2 Preamble

Indian Institute of Technology Bombay (IITB) set up by an Act of Parliament, was established in 1958, at Powai, a northern suburb of Mumbai. Today the Institute is recognized as one of the centers of academic excellence in the country. Over the years, there has been dynamic progress at IIT Bombay in all academic and research activities. It is planned to have improvements to keep the Institute at par with the best institutions in the world.

The Dean, Infrastructure Planning and Support (Dean IPS) is entrusted with the creation of new infrastructure, in the IIT Bombay Campus. The infrastructure includes the construction of new buildings in the academic area, hostels for students, staff accommodation of various types, buildings for general facilities, roads, gardens, and playgrounds, along with related utilities such as water supply, and electricity supply for the whole campus.

1.3 Definitions

Unless the context otherwise requires, the following terms whenever used in this document have the following meanings:

1. 'IITB' means, Indian Institute of Technology Bombay.
2. Employer means Director, Indian Institute of Technology Bombay
3. Consultant means architect/architectural consultant, who is entrusted with the work of providing comprehensive architectural consultancy to IITB.
4. 'Consultancy Contract' means the Contract signed by the Parties, to which these Conditions of Consultancy Contract are attached, together with all the documents of such signed Contract.
5. 'Applicable Law' means the laws and any other instruments having the force of law in India, as they may be issued and in force from time to time.
6. 'Engineer-in-charge' means Dean Infrastructure Planning & Support (Dean IPS), or his successors appointed by IITB for coordinating with agencies connected with project and interacting with consultants.
7. Dean Infrastructure Planning & Support (Dean IPS) is authorized by Director IIT Bombay to administer this contract.
8. 'Party' means IITB or the Consultant(s) who are signatories to this contract, as the case may be, and Parties means both of them.
9. 'Services' means the work to be performed by the Consultant pursuant to this Contract.
10. 'Personnel' means persons hired by the Consultant(s) or by any Sub-Consultant(s) as employees and assigned to the performance of the Services or any part thereof.
11. 'Site' means the whole of the property belonging to IITB on which the Services will need to be performed.
12. 'Month' shall mean an English calendar month.
13. 'Alumni' is a plural term that refers to a group of former students of IITB

1.4 Brief scope of the work

The scope of work includes but not limited to providing comprehensive Architectural and Engineering Consultancy services including Architectural, Structural, Mechanical, Electrical, Plumbing, Fire Fighting and Detailed Design Consultancy Services for the proposed New Building which includes the Master Planning of entire site and Concept Design, Schematic Design, Detailed Design for the New Building components, Interiors and Furnishing, Preparation of State-of-the-art Walkthrough, preparation and submission of DBR, NIT documents for the selection of Contractors etc.

The scope of work consists of providing comprehensive architectural design and drawings, obtaining all statutory approvals (MCGM, CFO, Tree Authority, AAI, environment etc) vide in-house or liaisioning consultant appointed by the Architect for starting the work, renewal as applicable during execution and occupation, tender document preparation in entirety, assisting in tender processing as per the requirement, Estimate with backup quotes periodic inspection during execution stage, issuing Good for Construction drawings, developing BIM models of required LOD at different stages, assisting IITB/PMC in contract management, close coordination with PMC at all stages of the consultancy etc. complete as detailed for various stages at 3.6.1 scope of work.

The proposed building should be up to 70 meter in height as permissible and it shall be designed in accordance with DCR applicable for the plot considering allowable built-up area housing all the necessary requirements of the project. The building will be an RC framed structure with masonry work and other general features as required by the users. A layout map indicating the location of the proposed building and master plan to be developed is attached (Refer figures 01and 02). The exact area may change depending on the actual site condition.

Important Note on GRIHA

The concept design shall confirm to green building norms of minimum GRIHA 4 rating. The decision will be conveyed to the consultant at an appropriate time during the consultancy period. Consultant shall agree to go for either GRIHA 4 without any additional cost to IITB. This clause should be considered in the rest ofthe document wherever GRIHA requirement is mentioned.

Section 2 A: Information & Instructions for Applicants

2.1 General

- i. Letter of transmittal and forms for eligibility criteria for architects/ consultants given in Section IV.
- ii. All information called for in the enclosed forms should be furnished against the relevant columns in the forms. If for any reason, information is furnished on a separate sheet, this fact should be mentioned against the relevant column. Even if no information is to be provided in a column, a "nil" or "no such case" entry should be made in that column. If any particulars /queries are not applicable in case of the applicant, it should be stated as "not applicable". The applicants are cautioned that not giving complete information called for in the application forms or not giving it in clear terms or making any change in the prescribed forms or deliberately suppressing the information, not providing information required under Section IV and in the Forms "A" to "I" duly signed with date and seal may result in the application being summarily rejected. Applications received late will not be entertained.

- iii. The application should be machine typed. The applicant should sign & stamp each page of the application.
- iv. Overwriting should be avoided. Correction, if any, should be made by neatly crossing out, initialing, dating, and rewriting. Additional sheets, if any added by the applicant, should also be numbered by him. They should be submitted as a package with signed letter of transmittal.
- v. References, information, and certificates from the respective clients certifying suitability, technical knowhow or capability of the applicant should be signed by a responsible officer of authority (To the satisfaction of Dean (IPS)).
- vi. The applicant may furnish any additional information, which he thinks is necessary to establish his capabilities to successfully complete the envisaged work. He is, however, advised not to furnish superfluous information (Decision of the Dean (IPS) regarding quality of the information is final). No information shall be entertained after submission of RFP unless the Employer calls for it.
- vii. Any information furnished by the applicant found to be incorrect either immediately or at a later date, would render him liable to be debarred from consideration for further works of IIT Bombay.
- viii. The RFP in prescribed form duly completed and signed should be submitted in a sealed cover. The sealed cover super scribed "Comprehensive Architectural Consultancy for the Proposed New Building at IIT Bombay Powai, Mumbai–400076" at Indian Institute of Technology Bombay shall be received by Dean IPS of IIT Bombay or his authorized representative (Refer section 1.1 for the deadline) Documents submitted in connection with RFP will be treated confidential and will not be returned.
- ix. Prospective applicants may request clarification related to process of selection of architect and RFP. All clarifications provided by IITB shall be uploaded on the official website of IITB and CPPP. No request for clarification will be considered after stipulated date as referred under clause no. 1.1 Important dates. All the queries to be submitted in writing via e-mail by the applicants. A response addendum listing all queries received and IITB's response will be posted on IITB website (<https://www.iitb.ac.in/deanpl/tender.html>) and CPPP.
- x. Representative attending Pre-bid, Bid opening meetings etc. need to furnish company ID card along with an authorization letter issued by senior management of consultant.

2.2 Important information

RFP document duly completed in all respect to be submitted in hard copy to Dean (IPS) office, 1st Floor, Main Building, Indian Institute of Technology Bombay (IITB), Powai, Mumbai 400076. For any query/information, below mentioned email addresses are to be used for communication purpose: E-mail: **dean.ips@iitb.ac.in** with a copy to **deec.ips@iitb.ac.in**, **po.ips@iitb.ac.in** and **dean.ips.office@iitb.ac.in** and Agencies participating in the process are required to familiarize themselves with IITB Campus.

2.3 Method of Application

- i. If the applicant is an individual, the application shall be signed by him above his full typewritten name and current address.

- ii. If the applicant is a proprietary firm, the application shall be signed by the proprietor above his full typewritten name and the full name of his firm with its current address proof of experience in the field to be furnished.
- iii. If the applicant is a firm in partnership, the application shall be signed by all the partners of the firm above their full typewritten names and current addresses or alternatively by a partner holding power of attorney for the firm. In the latter case a certified copy of the power of attorney should accompany the application. In both cases a certified copy of the partnership deed and current address of all the partners of the firm should accompany the application.
- iv. If the applicant is a limited company or corporation, the application shall be signed by a duly authorized person holding power of attorney for signing the application accompanied by a copy of the power of attorney. The applicant should also furnish a copy of the Memorandum of Articles of Association duly attested by a Public Notary.

2.4 Final Decision-Making Authority

The employer reserves the right to accept or reject any application and to annul the selection process and reject all applications at any time, without assigning any reason or incurring any liability to the applicants.

2.5 Site visit

The applicant is advised to visit the site of works viz IITB campus at his own cost, with the prior intimation and permission of IITB, to familiarize itself with the campus and the projects undergoing in general.

2.6 Initial criteria for Eligibility

2.6.1 Organization

- i. Architects/Engineering firms having in-house Architects with presently valid registration from the Institution of Architects / Indian Council of Architects are eligible. Multi-disciplinary firms who have Architects on board and doing similar consultancy are also eligible to apply.
- ii. Should have the full functioning office to deal independently with Architectural Projects located in and around Mumbai within 150 km radius since last 5 years.
- iii. Having experience in the field for not less than 10 years as on 31st March 2024.
- iv. Joint venture / consortium is not allowed.

Following information will also be required under this head-

- a. Constitution of the Organization & Year of incorporation.
- b. Organization structure
- c. In-house designing facilities with software licenses and their validity
- d. Details of available in-house services and a list of associates to whom specialized services are outsourced
- e. Name of Key personnel with their qualifications and Experience.

2.6.2 Experience

- i. Should have completed similar Consultancy assignment during last 7 years as on 30.09.2024 of value/ as listed below: The applicant should have satisfactorily completed following similar works:
 - a) At least one project costing not less than Rs.80 Crore
or
 - b) Two projects, each costing not less than Rs. 50 Crores
- * Similar assignment means Comprehensive Architectural Design Services for Conventional Centers, Corporate Parks, Corporate Offices, Training centers for Corporate Companies / Entities, Commercial Buildings, Institutional and Hospitality sector buildings involving planning & designing of architectural, landscaping, interior works, civil engineering, Public Health Engineering, Mechanical, Electrical, ELV, air-conditioning, firefighting, IT related services. (Values pertaining to any past year shall be enhanced by simple rate of 7% per annum till F.Y. 2023-24 to take care of inflation.)
- ii. Should have completed during last 7 (seven) years as on 30.09.2024 at least one assignment of minimum 10,000 sqm built up area of a building in Institutional and Hospitality sector Like Corporate offices, Hotels, Guest houses, Training Centers etc involving multi-disciplinary building services.
- iii. Should have completed during last 7 years, as on 30.09.2024 , at least two projects costing not less than Rs. 50 Crores for Government / Semi Government/ Government Undertaking/ Government Autonomous Bodies etc. in India.
- iv. Should have completed during last 7 years, as on 30.09.2024 , at least one project certified with GRIHA 4 or equivalent rating
- v. Should have completed during last 7 years, as on 30.09.2024, one assignment using BIM technologies including modelling software and exposure to connected data environment.
- vi. Minimum 2 building projects completed with acquiring necessary statutory permissions & NOCs, for building heights more than 45M within India or Outside India.

Note: 1. The applicant shall support with a performance certificate of each work completed in the last seven years issued by the Employer or his Authorized representative.

2. *Compliance to Clause 2.6.2 (iii) can be either through 2(two) distinct Work Orders or through mention of 2(two) different works in a single Work Order.*

2.6.3 Financial Capability

- i. The applicant should have had average annual financial turnover of Consultancy Fees (gross) of Rs. 3 Crores during the last 3 (three) years ending 31st March 2024. This should be duly audited by a Chartered Accountant. Year in which no turnover is shown would also be considered for working out the average.
- ii. The applicant should not have incurred any loss in more than two years during the last five years ending 31st March 2024, duly certified by the Chartered Accountant.
- ii. The applicant should not be under liquidation, court receivership or similar proceedings.

2.6.4 Technical and Administrative Staff

The applicant should have a sufficient number of Technical and Administrative employees for the proper planning, designing & liaison of the Consultancy work. The applicant should submit a list of these employees stating clearly how these would be involved in any such work.

Note: All documentary proof of para 2.6.1, 2.6.2, 2.6.3 & 2.6.4 shall be submitted for evaluation and in absence shall be considered as incomplete application.

2.7 Evaluation Criteria for Selection of Consultant who meets Initial criteria of Eligibility

Documents submitted against the initial criteria of eligibility prescribed in para 2.6.1, 2.6.2, 2.6.3 & 2.6.4 above will first be scrutinized to determine the applicant's eligibility. The Bidders who meets the initial criteria of eligibility will further be evaluated as per clause 2.5 "Evaluation of Proposal" under Section 2 B Eligibility and Selection Criteria.

2.8 Financial Information

Applicant should furnish the audited Annual Financial Statement for the last five years as per given in Form- 'A'

2.9 Experience in Works highlighting experience in similar works

Applicant should furnish the following information:

- i. List of all works of similar class successfully completed during the last five years (in Form 'B')
- ii. List of all the projects under execution or awarded (in Form-'C').
- iii. List of projects with experience in BIM (in Form- 'CI')

Particulars of completed works and performance of the applicant duly authenticated /certified by an officer not below the rank of Executive engineer or equivalent or issued by the employer should be furnished separately for each work completed or in progress (in Form- 'D').

2.10 Organization Information

Applicant is required to submit the following information in respect of his organization (Main and Branch Office) (in Forms- 'E' & 'E1')

- i. Name & Postal Address, including official email-id, Telephone, etc.
- ii. Copies of original documents defining the legal status, place of Registration and principal places of business.
- iii. Names & Title of Directors and Officers to be concerned with the work, with designation of individuals authorized to act for the organization.
- iv. Information on any litigation in which the applicant was involved during the last five years, including any current litigation.
- v. Authorization for employer to seek detailed references.
- vi. Number of Technical & Administrative Employees in parent company, subsidiary company and how these would be involved in this work (in Form- 'F')
- vii. Whether the registered office is on lease or under ownership. If on lease, duration of lease agreement to be mentioned.

2.11 Letter of Transmittal

The applicant should submit the letter of transmittal attached with RFP document.

2.12 Submission of Application

The agencies have to submit all the documents in one sealed envelope which will consists of :

1. Envelop (1) – Documents Related to Initial Eligibility Criteria 2.6.1, 2.6.2, 2.6.3 & 2.6.4
2. Envelope (2) – Concept Design Proposal
3. Envelope (3) – Technical Proposal
4. Envelope (4) – Financial Proposal

each envelope should be properly sealed clearly superscribed on each of the envelopes as “Comprehensive Architectural Consultancy Services for the Proposed New Building, at IIT Bombay Powai, Mumbai– 400076”

Mode of Submission of the

The firm shall submit the following documents:

- i. Letter of Transmittal,
- ii. Form A Financial Information,
- iii. Form B Details of assignments completed,
- iv. Form C Details of assignment in progress,
- v. Form CI Details of assignment in progress along with BIM,
- vi. Form D Performance Report,
- vii. Form E Organization Structure at Main Office,
- viii. Form EI Organization Structure at Branch Office,
- ix. Form F Details of available In-house Services,
- x. Form G Details of Proposed Associate Services,
- xi. Form H Technical Staff detail,
- xii. FORM 'I': Details of Consultancy / Office Equipment likely to be used in carrying out the work

The application, along with all the required documents as per the above list, shall be placed in a sealed envelope (1) super-scribed “Initial criteria for Eligibility for Pre-Qualification for RFP of the Comprehensive Architectural Consultancy for the Proposed New building at IIT Bombay - . ”

2 B Eligibility and Selection Criteria

2.1 Objectives and method of the selection

Bids of those Bidders who meets the Initial Eligibility Criteria 2.6.1, 2.6.2, 2.6.3 & 2.6.4 will be evaluated further for their Concept design, Technical and Financial Proposal

The objective is to select best architectural consultant for the proposed work based on the highest composite score (Technical and Financial) and enter into an agreement with the winning architect for comprehensive architectural consultancy for the subject work.

A Consolidated Honorarium of Rs. 1,50,000/- (Rupees one lakh fifty thousand only) shall be paid to those participants who will submit their Conceptual design and secure a minimum of 60% and above marks in technical evaluation. However, the winning architect will not be getting this amount.

2.2 Deliverables for Competition

The agencies shall submit the following deliverables along with the Conceptual design on the due date:

1. Master plan showing proposed locations and general disposition of New Building and other existing buildings, including traffic pattern, services with respect to campus master plan, etc.
2. Design-basis report (Architectural, Landscaping, Structural & MEPF)
3. Conceptual design and drawings (Architectural, Landscaping, Structural, and MEPF)
4. 3D Walk around animation
5. Cost estimates (Broad-based) for the entire scope of work
6. Proposed brief specifications considering green certification

2.3 Selection Process Submission Requirements

Intending architects shall submit their duly completed proposals (hard copy/digital format) in response to RFP, so as to reach the Office of the Dean (IPS), IITB on or before dates mentioned in section 1.1 at the following address:

**Dean (IPS),
1st Floor, Nandan Nilekani Main Building,
Indian Institute of Technology Bombay, Powai, Mumbai 400 076.**

The Documents related to initial eligibility criteria, Concept Design, Technical, and financial proposals for the work shall be placed in the four separate envelopes, and clearly superscribed respectively as follows:

Envelope (1) – Documents Related to Initial Eligibility Criteria 2.6.1, 2.6.2, 2.6.3 & 2.6.4

Envelope (2)- Concept Design Proposal

Envelope (3)- Technical Proposal (with the name of the building)

Envelope (4)- Financial Proposal (with the name of the building)

In addition, each envelope should clearly indicate the name of the work and that of the consultant. Bids of those Bidders who meet the Initial Eligibility Criteria 2.6.1, 2.6.2, 2.6.3 & 2.6.4 (*Envelope 1*) will be evaluated further for their Concept design (Envelope 2), Technical (Envelope 3) and Financial Proposal (Envelope 4).

2.4 Design consideration

1. The consultants are required to provide the concept design for the proposed building on the specified location and plot size marked on the enclosed master plan (Refer figures 1 on page 47).
2. The break-up areas specified are for reference only, and the consultants are encouraged to develop and demonstrate a design that optimizes the room areas, circulation, and common space areas while conforming to all applicable norms
3. The consultants can explore various structures system suited to their Architectural design.
4. The consultants are requested to adhere to National Building code and local body bye laws for providing number of Urinals, baths, WCs, provision of toilets for differently abled persons, fire safety norms etc.
5. The concept design shall conform to green building norms of minimum GRIHA 4 rating. Any

measures suggested by IITB to get a higher rating shall be implemented by the consultant without any additional cost to IITB.

6. The consultant has to demonstrate that the preliminary estimated cost of the building based on DPAR 2023 of CPWD enhanced with the cost index of Mumbai for the proposed concept design is +5 percent of the cost provided for the building in the RFP i.e. about **Rs. 100 Cr.** including within GST.
7. The Concept Design proposal should demonstrate that the proposer has developed an understanding of the institute's requirements with reference to the scope of services mentioned in the RFP document. The applicant shall submit a Power point presentation including the entire contents of the technical proposal in a USB drive along with a submission package for the technical proposal. All drawings, designs, and layouts must be submitted in (.dwg) and (.pdf) format.
8. The Concept design proposal should include the following points: (To be submitted in **Envelope 2**):
 - (a) Master plan for the development of proposed construction of New Building including services within the land parcel marked in the enclosed sketch.
 - (b) The drawings covering the concept proposal for the proposed construction of the New Building, a maximum of three A0 size drawing sheets covering the design proposal for entire scope.
 - (c) The concept of Architectural design should be explained in the form of drawings, sketches with plans, sections, layout at a suitable scale, notes, and views to show the Architectural character of the building.
 - (d) USB drives containing soft copies of the design proposals (all drawings in high-resolution PDF format).
 - (e) Signed copy of RFP document and corrigendum/addendum, replies of Pre-bid queries, if any (Each page signed and stamped) by the Authorized signatory of consultant as proof of acceptance of all terms and conditions of the selection process.
 - (f) A brief introduction about the Lead architects of firms proposed to work on this project (not exceeding 5 pages).
 - (g) Approach to design including drawings, sketches, diagrams, and any other information that can concisely and yet comprehensively explain the applicant's concept philosophy and design approach.
 - (h) Key professionals and consultants proposed to be deployed for the project with their experience and details (not exceeding 10 pages).

2.5 Evaluation of the proposal

The applicant is expected to make a presentation to the Evaluation Committee (constituted by the Institute). The Concept Design would be evaluated by the Evaluation Committee on the following broad parameters and any other factors that affect the quality:

1. Aesthetics and Functional Suitability (10 marks)
2. Space planning, Cost-effective design, and green features (15 marks)
3. Design Approach (15 marks)
4. Structural designing aspects and proposed latest technology commensurate to meet the

desired timelines (10 marks)

5. MEP Services (Mechanical, Electrical, ELV, IT, PHE, Firefighting, Air conditioning etc) (10 marks)
6. Statutory approvals, NOC's Required - timeline schedule (10 marks)
7. Competence of sub-consultants in similar works of same scale and magnitude of Project as per clause 2.6.2 (i) "Experience" under Section 2A , sub section 2.6 "Initial criteria for Eligibility" (10 marks)
8. Details of the team and the processes that are employed during the delivery process (10 marks)
9. Capability to bid for the present assignment (10 marks)

* Note : 1. Bidder may be liable to disqualification if he has:

- a) Made misleading or false representation or deliberately suppressed the information in the forms, statements and enclosures required in the expression of interest document.
 - b) Record of poor performance such as abandoning work, not properly completing the contract, or financial failures /weaknesses etc.
2. Short listing of the consultants shall be subject to thorough verification of their credentials and inspection of similar works carried out /in progress by them, through a Evaluation Committee

The Concept Designs submitted by the applicants will be reviewed and evaluated by a committee formed and constituted by IITB Director.

The Concept Design proposal shall be allotted weightage of 80 % (Eighty percent) as a quality score while the financial proposals will be allotted weightage of 20 % (Twenty percent) as a cost score. Based on the evaluation criteria specified under the technical proposal, the Evaluation committee shall evaluate the detailed technical proposals separately and award the technical score (TS) and list them in order of merit. Proposals with the highest technical marks (as allotted by the evaluation committee) shall be given a score of 100 (Hundred) and other proposals to be given a technical score that is proportional to their marks with respect to the highest technical marks. Depending upon the marks obtained in the technical evaluation of the RFP, a merit list shall be generated of the applicants as T1, T2, T3 of the participants who score 75 % or more.

Please note that for the participants who scored 75 % and above, their financial proposals only will be opened . The discretion and decision of the Evaluation committee in respect of technical scores shall be final and binding on all without any Right to appeal. The technical scores (TS) of the applicants shall be announced before the opening of financial bids.

Financial proposals shall be opened in the presence of the consultants or their representatives who choose to attend. Proposals with the lowest cost may be given a financial score of 100 (Hundred) and the other proposals are given financial scores that are inversely proportional to their prices with respect to the lowest offer.

The total score, both technical and financial, shall be obtained by weighing the quality and cost scores and adding them up. On the basis of the combined weighted score for quality and cost, the consultant shall be ranked in terms of the total score obtained. The proposal obtaining the highest total combined score in the evaluation of quality and cost will be ranked as H-1 followed by the proposals securing lesser marks as H-2, H-3, etc. The proposal securing the highest combined marks shall be

recommended for the award of contract. In the event two or more bids have the same score in the final ranking, the bid with highest technical score will be H-1.

An Evaluated Bid Score (B) will be calculated for each responsive Bid using the following formula, which permits a comprehensive assessment of the Bid price and the technical merits of each Bid:

$$B = \frac{F_{LOW}}{F} W + \frac{T}{T_{High}} (1 - W) \quad (1)$$

Where, F is the Evaluated Bid price, F_{LOW} is the lowest of all Evaluated Bid Prices among responsive Bids, T is the total Technical Score awarded to the Bid, T_{High} is the Technical Score achieved by the Bid that was scored best among all responsive Bids, and W is the Weightage for the Price as specified

The Bid with the best-evaluated Bid score (B) among responsive Bids shall be the Most Advantageous Bid.

Example: The following procedure shall be followed. In a particular case of selection of consultant, it was decided to have minimum qualifying marks for technical qualifications as 70 (Seventy) and the weightage of technical bids and financial bids was kept as 80:20 (Eighty: Twenty). In response to the RFP, three proposals, A, B and C were received. The technical evaluation committee awarded the following marks as under: A: 75 Marks, B: 80 Marks, and C: 90 Marks

The minimum qualifying marks were 70 (Seventy) thus, all the three proposals were found technically suitable. Using the formula T/T_{High} , the following technical points are awarded by the evaluation committee: A: $75/90 = 83$ points, B: $80/90 = 89$ points, and C: $90/90 = 100$ points

The financial proposals of each qualified consultant were opened after notifying the date and time of bid opening. The price evaluation committee examined the financial proposals and evaluated the quoted prices as under: A: Rs. 120, B: Rs. 100, and C: Rs. 110.

Using the formula F_{Low}/F , the committee gave them the following points for financial proposals: A: $100/120 = 83$ points, B: $100/100 = 100$ points, and C: $100/110 = 91$ points.

In the combined evaluation, thereafter, the evaluation committee calculated the combined technical and financial score as under: Proposal A: $83*0.20 + 83*0.80 = 83$ points, Proposal B: $100*0.20 + 89*0.80 = 91.20$ points, and Proposal C: $91*0.20 + 100*0.80 = 98.20$ points.

The three proposals in the combined technical and financial evaluation were ranked as under: Proposal A: 83 points H-3; Proposal B: 91.20 points H-2; and Proposal C: 98.20 points H-1

Proposal C at the evaluated cost of Rs. 110 (Rs. One hundred ten) was, therefore declared as the winner and recommended for negotiations/approval, to the competent authority.

2.6 Acceptance of the concept design

The Concept Design as submitted by the successful architect may not be deemed to be the final acceptable design proposal. The consultant must meet and discuss with the institute's User committee/Users and provide comprehensive architectural & design engineering services as per the scope of work after duly understanding the requirements of the institute. The actual location for the construction of the proposed building may change depending on the requirements of the institute.

2.7 Award of contract

1. The selection as mentioned above, does not, in any way, automatically confer any right, whatsoever, on any applicant for an award of work.
2. Winning Architect, even though selected based on the quality evaluation of his concept design, shall be contractually obliged to modify, or redesign, if found necessary by IITB at no

additional cost to IITB.

3. IITB shall inform consultants through a 'Letter of Acceptance of Offer' by email/Letter that it has been selected to be the consultant for the institute to the extent.
4. The consultant shall thereafter sign the contract agreement within 21 days of the issue of such letter.
5. In the event of the consultant getting selected for the Consultancy work, the consultant will have to deposit an amount equal to 5 % of the offered and accepted value of the contract as a Performance Guarantee in the form of an Account payee Demand draft/Fixed Deposit Receipt or in the form of Bank Guarantee from Scheduled commercial bank, before signing the contract agreement.
6. The amount kept under the performance guarantee shall not bear interest and the same shall be returned to the consultant after satisfactory completion of the contract.
7. IITB does not bind itself to award the consultancy work to the selected architect/firm and IITB reserves the right to reject all the offers and no reason for this effect shall be furnished.

2.8 General guidelines

1. Each proposal whether layouts or services system or policy or any other, must be duly supported by clearly referenced data presented in a logical and quantifiable format.
2. All proposals must be based on clearly referenced global best practices and technologies, and must respect clearly identified and listed local constraints, resources, and skills.
3. The institute reserves the right to seek more details regarding the proof of qualifications, experience, and capabilities of the key personnel.
4. The institute reserves the right to issue corrigenda and addenda to this RFP document which shall be binding on all applicants.
5. The institute reserves the right to amend, alter, modify, add and/or delete in part or full any requirements or terms and conditions contained in the RFP document at any other time during the selection process, which shall be binding on all applicants.
6. All dates, places and time are subject to change and the latest information and clarifications, if any, shall be communicated to the applicants over email.
7. The documents and other information provided by IITB, or all intellectual property rights of the scheme and proposals submitted during the process of selection submitted by the applicants to IITB shall remain or become the property of the institute.
8. No explanation and/or justification in any aspect relating to the selection process shall be given, and the decision of the institute shall be final and binding on all without any right to appeal.
9. The institute reserves the right to debar the applicant/terminate the agreement with the final applicant selected for award of work, at any period of time, should any of the document/certificates as submitted be found to be fabricated or false, or a material misrepresentation is made or discovered, any information sought in RFP was willfully concealed or the applicant does not provide the requisite information as required by the institute within the stipulated period.
10. All provisions in this document are supplementary and complementary to each other and are not to be read in isolation.

3 General conditions of consultancy contract

The General Conditions of Contract (GCC) are enclosed along with the following sections:

A: Description of Services (see section 3.6 and 3.7).

B: Deliverables by the Consultant (see section 3.8).

C: Guarantee for Performance of Services (see section 3.9).

3.1 General Provisions

3.1.1. Law Governing the Contract

This Contract, its meaning and interpretation and the relation between the Parties will be governed by the Applicable Law and the jurisdiction shall be Mumbai.

3.1.2 Notices

Any notice, request, or consent required or permitted to be given or made pursuant to this Contract shall be in writing and shall be deemed to have been given or made when delivered in person to an authorized representative of the Party to whom the communication is addressed, or when sent by speed-post or facsimile to such Party at the address

For IITB: Dean (IPS), Indian Institute of Technology Bombay, 1st floor, Nandan Nilekani Main Building, Powai, Mumbai- 400076.

For CONSULTANT: Notice will be deemed to be effective as follows: (i) In the case of personal delivery or registered mail, on delivery. (ii) In the case of Facsimiles, 24 hours following confirmed transmission.

3.1.3 Authorized Representatives

Any action required or permitted to be taken, and any document required or permitted to be executed, under this Contract by IITB or the Consultants may be taken or executed by the officials specified as under: (i) For IITB: Dean (IPS) and (ii) For the Consultant: Person duly authorized by the consultant.

3.1.4 Taxes and Duties

The Consultant shall pay all taxes (other than GST), duties, fees and other impositions as may be levied under the applicable law, the amount of which is deemed to have been included in the fees. GST shall be paid by IITB to the consultant, as applicable.

3.2 Commencement, completion, modification, and termination

3.2.1. Effectiveness of Contract

This Consultancy Contract shall come into effect on the 15th days after the issue of work order. The Consultant getting selected for the consultancy work will have to provide a Performance Guarantee as detailed below:

3.2.2 Performance Guarantee

An amount equal to 5 % of the offered and accepted value of the contract shall be deposited as a

Performance Guarantee in the form of an Account payee Demand draft/Fixed Deposit Receipt or in the form of a Bank Guarantee from a Scheduled commercial bank. The Performance Guarantee shall be refunded to the consultant soon after the completion of the work and recording of the completion certificate. The amount kept under the performance guarantee shall not bear interest and the same shall be returned to the consultant after satisfactory completion of the contract.

3.2.3 Commencement of Services

The Consultant shall begin carrying out the Services 15 days from issue of the Work Order.

3.2.4 Expiration of the Consultancy Contract

Unless terminated earlier pursuant to Clause 3.2.5 hereof, this Contract shall expire when the Services have been completed in all respects at the end of such time period after the Effective Date, which maybe suitably extended upon mutual agreement to complete the Assignment in all respects.

3.2.5 Termination

A. By IITB The IITB may terminate this Consultancy Contract, by serving not less than thirty (30) days written notice of termination to the Consultant, to be given after the occurrence of any of the events specified in paragraphs (1) through (4) of this Clause 3.2.5A and sixty (60) days in the case of the event referred to in (5) below.

1. If the Consultant fails to remedy a failure in the performance of their obligations under the Contract within fifteen (15) days of receipt after being notified or within such further period as IITB may have subsequently approved in writing.
2. If the Consultant becomes insolvent or bankrupt or enters into any agreements with their creditors for relief of debt or takes- advantage of any law for the benefit of debtors or goes into liquidation or receivership whether compulsory or voluntary.
3. If the Consultant submits to IITB a statement that has a material effect on the rights, obligation, or interests of IITB and which the consultants know to be false.
4. If, as the result of Force Majeure, the Design Consultant are unable to perform a material portion of the Services for a period of not less than sixty (60) days.
5. If IITB in its sole discretion and for any reasons whatsoever decides to terminate this Contract.

B: By the Consultant the Consultant may, by not less than thirty (30) days written notice to IITB, such notice to be given after the occurrence of any of the events specified in paragraphs (1) and (2) below, terminate this Consultancy Contract:

1. If IITB fails to pay any money due to the Consultant pursuant to this Contract and not subject to dispute pursuant to Clause 3.2.6 hereof within forty-five (45) days after receiving written notice from the Consultant that such payment is overdue.
2. If, as a result of Force Majeure, the Design Consultant are unable to perform a material portion of the Services for a period of not less than sixty (60) days.

3.2.6 Payment upon Termination

- a) Upon termination of this Contract pursuant to Clause 3.2.5.A or Clause 3.2.5.B hereof, IITB shall make the payment to the Consultant (after offsetting against these payments any amount that may be due from the Consultant to IITB) i.e., for the stage of work performed up to the date of termination.
- b) IITB shall not be liable to pay any bonus, damage, or other claims of the Consultant for the loss of expected profit or interest in uncompleted portions of the work and services.
- c) In the event of termination of Contract, after receipt of full payment of sums mentioned in 1 and 2 above, from IITB to the satisfaction of the Consultant, the Consultant shall furnish to all the design, drawings, data, documents, and details as per the work completed and being paid for in clause 3.2.6.

3.2.7 Dispute Settlement Mechanism

Amicable settlement of Disputes: The parties shall use their best efforts to settle amicably all disputes arising out of or in connection with this contract or the interpretation thereof.

Any dispute between the Parties as to matters arising pursuant to this Contract which cannot be settled amicably within thirty (30) days after receipt of a notice by one Party, the request for such amicable settlement may be submitted by either Party for settlement in accordance with the following provisions:

Any dispute or difference at any time arising between IITB and the Consultant as to the construction, meaning or effect of the Contract or as to any clause, matter or thing herein contained or as to the rights and liabilities of the parties hereto shall be referred to a Sole Arbitrator to be appointed by the Chairman, Board of Governors, IITB, who shall decide the case in accordance with the contract provisions and subject to the provisions of the Indian Arbitration and Reconciliation Act, 1996 or any statutory modifications or re-enactment thereto or thereof for the time being in force and all proceedings in any such Arbitration shall be held in Mumbai.

3.2.8 Fairness and Good Faith

1. Good Faith:

The Parties undertake to act in good faith with respect to each other's rights under this Contract and to adopt all reasonable measures to ensure the realization of the objectives of this Contract.

2. Operation of the Contract:

The Parties recognize that it is impractical in this Contract to provide for every contingency which may arise during the currency of the Contract, and the Parties hereby agree that it is their intention that this Contract shall operate fairly between them, and without detriment to the interest of either of them, and that, if during the term of this Contract either Party believes that this Contract is operating unfairly, the Parties will use their best efforts to agree on such action as may be necessary to remove the cause or causes of such unfairness, but no failure to agree on any action pursuant to this Clause shall give rise to a dispute subject to arbitration in accordance with Clause above.

3.3 Obligations of the consultant

3.3.1 General

Standard of Performance: The Consultant shall perform the Services and carry out their obligations hereunder with all due diligence, efficiency and economy, in accordance with generally accepted professional techniques and practices, The Consultant shall always act, in respect of any matter relating to this Contract or to the Services, as faithful advisers to IITB, and shall at all times support and safeguard IITB's legitimate interests in any dealings with Sub-Consultants or Third Parties.

1. Design Base: Specific attention has to be paid to ensuring flawless, technically sound, sustainable design provisions. Minute attention shall be paid to providing a maintenance-free robust structure, free from the adverse effect of changes in weather and maintenance issues like leakage of water, fragile components, etc. Specific write up shall be provided by the Architects towards these goals. Consultant should assume professional responsibility for any defective design provisions in entire scope of work awarded in the contract.
2. Duties shall include performance of all the Architects stages enumerated in stages of work.
3. Making visits by Principal Architect or his/her competent representative to site and IITB office as required till finalization from Stage 1 to 5. Similarly, regular site visits during stage 6 for inspection and Progress Review Meetings with a frequency of not less than one a week.
4. Visit of Structural designer for pre-concreting inspection of all major pours and site visit of other MEPF designers and Sub consultants for clearances as and when felt necessary by IITB. All cost associated with the visits to be borne by consultant & deemed to have been considered in the Bid price.

3.3.2 Confidentiality

The Consultant, and the Personnel or either of them shall not disclose any information and data furnished to him by to any third party nor shall disclose any drawings, reports, specification, manuals, and other information developed and prepared for IITB by the Consultant and his Sub-Consultants and the Personnel or either of them, without prior written approval of IITB.

3.3.3. Design Consultant's Actions requiring prior approval

The Consultant shall obtain IITB's prior approval in writing before entering into a subcontract for the performance of any part of the Services, it being understood (i) that the selection of the sub-consultant other than those coming under the main contract and the terms and conditions of the subcontract shall have been approved in writing by the prior to the execution of the subcontract, and (ii) that the Consultant shall remain fully liable for the performance of the Services by the sub-consultant and its personnel pursuant to this Contract.

3.3.4 Reporting Obligations

The Consultant shall submit to IITB/PMC the reports, documents, digital models like BIM etc and other deliverables, in the form, in the number, and within the time periods set forth in the technical conditions.

3.3.5 Copyright

Copyright conditions shall be as per the prevailing law and Council of Architecture norms

2014.(Clause 12 of Comprehensive Architectural Services).

3.3.6 Responsibility for Data and Designs

1. The final responsibility for the correctness, adequacy and accuracy of the designs, drawings, setting-out plan, detailed measurements, bill of quantities, technical specifications, etc. furnished by the Consultant, shall lie with the Consultant. Vetting of the same by PMC/IITB does not dilute any of the responsibilities of the architect. The Consultant shall ensure that all designs and services rendered by him, under this Agreement, meet the requirements of IITB and are in compliance with the existing statutory regulations of bodies. The designs, drawings, and technical specifications furnished by consultant shall conform to latest EC guidelines. Any changes in the statutory regulations by the Bodies need to be immediately brought to the notice of IITB along with techno commercial implications if any.
2. To submit all required drawings / documents /area calculations statement undertaking at various stages to liaisoning consultant appointed by the Architect to obtain completion/occupancy certificate, CFO, Tree permissions, GRIHA etc.
3. Periodic visits to the project site for inspection of works and regular visits to IITB office to attend Project Review Meetings.

3.4 Obligations of IITB

3.4.1 Assistance and Exemptions

The IITB shall:

1. Provide the Consultant, Sub-consultant and Personnel with work permits, pertinent data and such other documents as shall be necessary to enable the Consultant, Sub-consultant, or personnel to perform the Services.
2. Issue to officials, agents, and representatives of IITB all such instructions as may be necessary or appropriate for the prompt and effective implementation of the Services.
3. Give decisions on all matters laid before IITB by the Consultant in such a reasonable time as not to delay the work of the Consultant.

3.4.2 Payment

1. In consideration of the Services performed by the Consultant under this Contract, IITB shall make to the Consultant such payments and in such manner as is provided by Milestone of deliverables for Payments.
2. GST will be paid by IITB to the consultant as per applicable law.

3.5 Payments to the consultant

3.5.1 Fees

The fees for the Services payable are set forth in the Financial Bid.

3.5.2 Mode of Billing and Payment

Billing and payments in respect of the Services shall be made as follows:

1. The payment to the Consultant will be made periodically as per the schedule of payment agreed upon in the Financial Bid: Milestones for payment of Consultancy Charges. The Consultant shall submit his bill in triplicate along with supporting documents. IITB shall cause the payment to the Consultant within thirty (30) days of receipt of the bill.
2. The final payment under this Contract shall be made only after the final report and a final statement identified as such shall have been submitted by the Consultant and approved as satisfactory by the Engineer-in-charge. The Services shall be deemed completed and finally accepted by the Engineer-in-charge and the final report and final statement shall be deemed approved by IITB as satisfactory within ninety (90) days after receipt of the final report and final statement by IITB unless IITB, within such ninety (90) day period, gives written notice to the Consultant specifying in detail deficiencies in the Services, the final report or final statement. The Consultant shall thereupon promptly make any necessary corrections, and upon completion of such corrections, the foregoing process shall be repeated.

3.5.3 Terms and conditions of payment

Payments will be made to the account of the Consultant and according to the payment schedule stated in the Milestones of deliverables for Payments of Financial Bid.

3.6 : Description of the services

3.6.1 Scope of work

The stages of work and broad activities therein are as under:

1. Concept Stage:

- a) Prepare conceptual architectural drawings for the proposed facility including landscaping, Part Master Plan, and submission of the same to IITB
- b) Seeking views of the users on the conceptual architectural drawings and gathering detailed requirements / special requirements / facilities / services / occupancies / etc. to modify the floor plans
- c) Preparation and submission of the revised presentation & architectural drawings based on the inputs received from the users and finalization of the architectural lay-out drawings
- d) Provide a preliminary cost estimate on area basis along with other services coordination drawings
- e) Submission of architectural design basis report (including interiors, landscape) and finalized layout drawings for approval and sign-off by the stakeholders of IITB.
- f) Preparation and submission of BIM Execution Plan (BEP).

2. Preliminary Design and Drawings stage:

- a) Detailed Site survey including tree demarcation, contours, existing storm water drains, manholes, open/covered nallahs and other existing features/services etc., complete as required for design and execution. Agency will be engaged with the prior approval of IITB, based on its credentials.
- b) Geo-technical soil investigation as required for structural design. Agency will be engaged with the prior approval of IITB, based on its credentials.
- c) Submission of preliminary report include the finalized preliminary drawings & design basis report for architecture landscape, interiors, structure, MEPF services including external service connections and external development within the plot. DBR of MEPF shall be accompanied with schematic drawings as applicable.
- d) Identification of experts from IITB or from other IIT with prior approval for peer-review for proof-checking of HVAC and structural designs

- e) Develop LOD 200 BIM model(as per BEP) incorporating the above said features to facilitate coordinated conceptual design and obtaining IITB's approval on the model.

3. Design development and statutory approval filing Stage:

- a) Preparation of drawings/ documents/ area statements, etc. for statutory approvals from state authorities- MCGM, AAI, CFO, Tree, and environmental authority etc.
- b) Submission of revised Design basis report for Structure, MEP services, interiors and Landscape based on the observations from proof-checkers and IITB and finalization of the same.
- c) Transfer of finalized building footprint on actual location through grouted peg stays, ropes etc, sturdy enough to last till finalization of execution contract, immediately after actual freezing of location.
- d) Submission of drawings/ documents/ area statements etc. for statutory approvals from state authorities- MCGM, AAI, CFO, Tree authority, etc for work commencement and also environmental clearance for the building
- e) Registration for GRIHA
- f) Submission of GA drawings analytical model and structural analysis to proof checking consultant and revising the same based on observations till compliance in entirety
- g) Submission of design, drawings, and documents of structure (including reinforcement drawings) and HVAC to Proof checking Consultants and revising the same, based on the observations of latter, till compliance with all the observations in entirety
- h) Completion of all engineering designs and drawings for civil and MEP (in coordinated clash free BIM LOD 300 model as per BEP) and submission of proof-checked design and drawings (Drawings shall be extracted from BIM model) to IITB in hard and soft copy.

4. Working drawings and documents for tendering stage:

- a) Development of all the project related working drawings and LOD350 coordinated clash-free BIM models to enable development of documents and drawings mentioned in this section. Please note all drawings shall be extracted from Coordinated clash free LOD 350 BIM model as per BEP plan.
- b) Preparation of draft tender papers in a standard format as required by IITB, including tender drawings, particular specifications, conditions of contract, design brief, BOQ, technical data sheet formats that are to be filled with by Bidders and any other documents required for tendering process
- c) Detailed item-wise bill of quantities of civil and all services including measurement sheets, along with rate analysis and supporting documents for non-SOR items including minimum 3 quotations, approved brands list for civil and MEP, samples of selected granite and other such finishing items, as required. Please note that maximum possible quantities are to be extracted from BIM model. For items not extracted from BIM model, take off sheets providing complete details to be furnished in hard and editable soft copies.
- d) Complying to the observations of statutory authorities and achieving different stages of approvals required for commencement of work, through constant follow-up
- e) Preparation and submission of all Good for Construction (GFC) drawings with sufficient detailing (Extract the drawings from LOD 350 BIM model as per BEP) including Architectural, Structural, MEP Services, external development, Setting-out Plan, finalized BIM LOD 350 model etc.

5. Tender processing and statutory approvals stage:

- a) Assisting IITB in processing of execution tender, clarifications to pre-bid meeting queries, recommendations at various stages, as required by IITB.
- b) Obtaining all the required statutory approvals from MCGM/Chief Fire Officer/ Tree Authority/AAI/environmental clearance/Consent to Establish etc. for commencement of

work. (In this regard, Architect will be required to submit weekly status report in agreed format to IITB and PMC on all the statutory approvals required for the specific project, beginning with stage 3 above, till conclusion of this stage. Participate in regular review meetings in this regard at IITB, along with liaisoning consultant and make all efforts to obtain the approvals in given timeframe to the satisfaction of IITB).

- c) Notification to GRIHA for site inspection prior to construction.

6. Construction Stage:

- a) Issue of good for construction drawings extracted from coordinated clash free BIM model for Architectural, Civil works, structural, and other associated services such as public health engineering, electrical, ELV, IT, Fire fighting, HVAC, site development, etc. with minor revisions, if any.
- b) Submission of priced BOQ post release of Good For Construction drawings. If GFCs are released progressively due to any unforeseen reason, priced BOQ based on estimated rates to be submitted for clarity on the overall project cost.
- c) Attending all weekly progress review meetings at site/office.
- d) Periodic inspection of work by the principal architect or by a suitable architect from their team as well as by structural consultants, MEP consultants, and other specialists during execution at required intervals as per the requirement of the work, as required by IITB and assisting in solving any issues of technical nature.
- e) Review and Approve samples of various elements and components.
- f) Preparation of Finishing Schedule for the project.
- g) Ensuring all statutory approvals as applicable are in force/ validity extended from time to time during the construction period.
- h) Check and approve shop drawings submitted by the contractor/ vendors within 7 days, after submission to the Architect.
- i) Submit document register showing status of submission and review/approval of shop drawings.
- j) Scrutiny and justification in case of large variation in quantities vis-à-vis tendered quantities and advising IITB on further line of action.
- k) Periodic supervision of ongoing construction works to ensure that quality of the work and materials is as per the design intent of the architect (detailed day-to-day supervision and monitoring of the work shall be carried out by a separate agency, appointed by IITB).
- l) Structural consultant will be required to visit and inspect work before all major pours.
- m) Advising IITB on any other technical matter connected with the Construction of the said building or the installation of equipment etc which may emerge during construction stage.
- n) Co-ordination with PMC in all technical and commercial matters related to payment of running bills to the Contractor.
- o) Obtaining revised/amended statutory approvals, as applicable, in case of any changes from the originally approved plans.
- p) During execution, for any revisions necessitated by ground conditions, the revised construction drawings must be issued within 7 working days. Further, any clarification or issues arising during the construction stage must be resolved within 7 working days.

7. Completion stage

- a) Certification of final Contractor's bills in coordination with appointed Project Management Consultant (PMC) by IIT.
- b) Obtaining Final Statutory Clearance from BMC, Chief Fire Officer, Tree Authority including obtaining Occupancy Certificate, environmental clearance for the building, and final certification from GRIHA.
- c) Final checking of the submitted 'As built' drawings, making required corrections, if any, in coordination with PMC and issuing 5 sets in hard copies (same or higher size as of respective GFC drawings) and soft copies to IITB.

- d) Preparation of Final Finishing Schedule for the project
- e) Issuance of certificate of virtual completion of works after getting the entire work approved by the Institute.
- f) Checking, providing remarks and certifying as-built LOD 350 BIM model prepared by the Contractor along with as-built drawings.
- g) Indicating the defects in the work, if any, for prompt rectification by the Contractor during the construction and defect liability periods.
- h) Issue of Finishing Schedule in hard and soft copies to IITB.
- i) The Consultant to perform his duties promptly and diligently and to do everything in his power and authority to coordinate with PMC to ensure that the Contractor/Contractors complete the construction of the building and of installation of such fitting as may be entrusted to them according to the proper quality, specification and schedule of time given to them and that no unnecessary delay is caused by reason of the Consultants not furnishing decisions, details in regard to designs etc. to the Contractor, provided that such delay is not caused by IITB.

Note:

- i. Prior to approval of BOQ, Cost of work and its scope shall be obtained before engaging the agency for Detail survey and Geo-Technical soil investigation. The contract cost involved shall be reimbursed by on submission of reports, drawings, and original documents of payment, etc.
- ii. Proof checking of structural design to be carried out with directly contacting the concerned department authorities. Fees paid to proof checking shall be reimbursed by IITB on submission of original documents of clearance and fees paid.
- iii. Obtaining “GRIHA” certification is in the scope of the Architect including creation/ scrutiny of documents, as applicable, payment of all incidental charges etc. Actual certification fee paid to TERI related to “GRIHA” certification will however be reimbursed to the architect upon production of original receipt and related correspondence.
- iv. The broad activities under any stage as mentioned above are not exhaustive. Any other related consultancy works, not specifically mentioned hereinabove, but required for successful completion of the project will also have to be undertaken by the architect within the quoted rates.

3.7 Services required to be provided by the architect consultant

3.7.1 Architectural System

- I) Master plan for the development of New Building including future buildings and all other existing structures and services within the land parcel marked in the attached layout map. (Refer figures 1 & 2). Preparation of preliminary conceptual drawings which includes preparation of various floor plans, sections, elevations, perspectives etc., and Preliminary cost Estimates based on areas including Landscape and Interior Architecture Services. Development/vetting of various LODs of BIM as per detailed scope of work.

Drawings for the project building required with approval but not limited to the following.

- 1. Location plan with Campus Master plan
 - a. Site appraisal
 - b. SWOT Analysis with inferences
 - c. Mention of all necessity of statutory and NOC.

2. Site Plans
 - a. Site layout
 - b. Grading plan
 - c. Landscaping plan
3. Floor Plans
 - a. All floor plans with Parking, Roof & refuge floor plan, Fire escape plans, Dining and other equipment/ Furniture floor plans
4. Elevations
 - a. Front elevation
 - b. Rear elevation
 - c. Side elevations
5. Sections
 - a. Building sections
 - b. Facade Wall sections
 - c. Detail sections
6. Details
 - a. Architectural details (doors, windows, stairs)
 - b. Connection details (structural, mechanical)
 - c. Material & Finish details
 - d. Signages Details
7. Schedules
 - a. Door and window schedules
 - b. Finish schedule
 - c. Equipment schedule or Walk around
8. 3D Animation walkthrough
 - a. Outside and inside spaces.
9. Drawings
 - a. Code compliance & statutory drawings with all project drawings final
 - b. Renderings 2D images
 - c. Axonometric views
 - d. Perspective drawings
10. Specifications
 - a. Detailed specifications of Non SOR items mentioning preferred equivalent makes which are currently available in market.
11. Construction Drawings Extracted from coordinated clash free BIM Model
 - a. Structural drawings
 - b. MEP (Mechanical, Electrical, PHE, ELV, IT,, Fire Protection, HVAC, External development) drawings
 - c. Construction details
 - d. BIM LOD 350
12. As-Built Drawings
 - a. Final revision drawings reflecting actual construction in BIM
13. Final Project Presentation
14. Miscellaneous
 - a. Drawings to be added as and when required as per specific requirements
15. BOQ
 - a. BOQ
 - b. Measurement sheets
 - c. SOR & NON SOR Item (Supported with 3 valid quotes with validity period of minimum 6 months mentioned)

- II) Submission of updated Document control register (covering all drawings/documents applicable for the project) on monthly basis for the entire duration of the project
- III) Incorporation of revisions, and comments offered by IITB
- IV) Preparation and submission of drawings for obtaining statutory clearance /No Objection from State/Central Statutory Authorities for commencement of work.
- V) Registration with GRIHA and obtaining GRIHA rating (inclusive of all expenses. Fees paid to the Authority shall be reimbursed)
- VI) Conducting periodic design workshop with contractor for expeditious review/ approval of shop drawings

3.7.2 Detailed Survey and Geo-Technical Soil Investigation

- a) Detailed site survey including tree demarcation, existing features, contours etc complete required for Design and Execution.
- b) Geo Technical Soil investigation as required for structural design. No. of bores and their locations should be proposed based on building footprint and to be got approved from PMC before starting any physical work at site.
- c) Note: Prior approval for the investigation parameters, cost of work and its scope shall be obtained before engaging the agency for detailed site survey and Geo-Technical soil investigation. The contract cost involved shall be reimbursed on submission of reports, drawings, and original documents of payment, etc.

3.7.3 Structural System

- a) Preparation of DBRs (Design Basis Report), GA drawings, Analytical Model, detailed structural analysis of the total building, detailed design as per relevant Indian codes of practice of recent revisions, and submission for review and approval. On approval of the design details, detailed construction drawings shall be prepared and submitted extracted from coordinated clash free BIM Model.
- b) Proof checking of structural design to be carried out by directly contacting the concerned authorities of IITB or prior approval should be taken from IITB for engagement of the experts outside IITB for carrying out proof checking.
- c) Fees paid to proof checking shall be reimbursed by submission of original documents of clearance and fees paid.
- d) Consultant has to embed provision of advanced formwork systems in the BOQ (aluminum, FRP, engineered plastic etc) to expedite RCC structure work, along with necessary specifications, item description, drawings etc, as per the requirement of the project
- e) Review and approval of advanced formwork system drawings and calculations submitted by contractor

3.7.4 Public Health Engineering System

Scope includes Preparation of DBR for providing both internal and external water supply (Domestic & Flushing system separately) and sewage system, storm water dispersal and rainwater harvesting system, etc., for the said buildings.

Detailed DBR shall be submitted for review and approval. Entire design / scheme shall be as per latest National Building Code-2016 & IS code provisions.

After finalization of DBR & basic scheme, detailed scheme / design to be submitted which includes water consumption data, water balancing diagram, Pump flow & Head calculations, PHE drawings for all floors along with schematics & Typical installation details, detailed BOQ along with backup data showing quantity extracted from clash free BIM Model (LOD 350) etc. complete.

3.7.5 Electrical System

Scheme for Preparation of DBR, providing internal and external electrification system with necessary electrical rooms, cabling, power supply network including integrated sub-station and metering facility, centralized Air conditioning, efficient DG, and UPS back up system, street lighting etc. Detailed DBR shall be submitted for review and approval. Entire design shall be as per latest IS codal provisions, National Building code, ECBC and recommended Manufacturers.

3.7.6 ELV System

Scope of work includes scheme for preparation of DBR, preparation of conduit layouts for provision of telephone, computer cable, LAN, TV, CCTV, Wi-Fi, AV, ACS, ATS, digital signage, Air-conditioned Server room and other IT driven services, as per the project requirement. Entire design of active and passive systems shall be as per latest national/international applicable codal provisions and recommended by Manufacturers.

3.7.7 Fire Fighting System

Detailed DBR shall be submitted for review and approval. Entire design / scheme shall be as per latest National Building Code-2016, relevant IS code provisions and as per the statutory authorities' requirements.

After finalization of DBR & basic scheme, detailed scheme / design to be submitted which includes but not limited to Pump capacity selection & Head calculations, Firefighting drawings for all floors along with schematics & Typical installation details, detailed BOQ along with backup data showing quantity extracted from clash free BIM Model (LOD 350) etc complete.

3.7.8 HVAC and other mechanical works

Scheme for the HVAC shall be as per Client's requirement and as per relevant codes likes NBC-2016, ECBC Norms relevant ISHRAE/ASHRAE including HVAC proof checking. This has to be carried out by directly contacting the concerned department. Authorities of IITB or prior approval should be taken from IITB for engagement of the experts outside IITB for carrying out proof checking. **Note:** Fees paid to proof checking shall be reimbursed on submission of original documents of clearance and fees paid.

After finalization of DBR & basic scheme, detailed scheme / design to be submitted which includes but not limited to Heat Load calculation, HVAC drawings for all floors along with schematics & Typical installation details, detailed BOQ along with backup data showing quantity extracted from clash free BIM Model (LOD 350) etc complete.

3.7.9 Interior Architecture

Scheme for Design of fixed and loose furniture and interior related civil works shall be as per IITB requirements. Detailed DBR shall be submitted for review and approval by IITB. Preparation of Finishing Schedule. Review and approval of samples submitted by contractor in close coordination with IITB.

3.7.10 Landscape Architecture

Scheme for open space Design, hard and soft areas, and Planting design to be provided. Detailed DBR's shall be submitted for review and approval by IITB.

3.7.11 Acoustic Design & exhibitory area

Proposed building will house state-of-the-art technology and specialized activities at different floors. Due to major convention spaces in the building work, architects are required to engage one of the suitable specialized acoustic consultants for providing design details and coordination pertaining to all the areas, with prior approval of IITB. Specialized architect should have handled approx. 500 seating capacity auditorium, theater etc. and art gallery, indoor exhibition area in a single project.

The consultant can appoint any of the specialized acoustic consultant, as their sub-consultant who should have the above expertise at the time of submission of their bid. If at the submission of this bid work is to be handled in-house, then proof of relevant in-house expertise will have to be submitted, for approval of IITB.

The Scheme submitted by the architect for meeting places, conference areas, convention halls exhibition spaces etc. will also be peer reviewed by the user groups or their appointed consultant and necessary changes in scheme (civil works, MEP, or any other specialized services) will have to be made, to the satisfaction of peer-reviewing consultant/IITB.

3.7.12 Liaisoning and any other service not mentioned in 3.7.1 to 3.7.11 above, incidental to full achievement of scope of work given at 3.6.1

3.8 Deliverables by the architecture design consultant

For all disciplines of Engineering, the Consultant shall submit a Design Basis Report (DBR) and preliminary drawings for review and approval from the authority of IITB, incorporate the comments provided by the authority of IITB, provide detailed drawings, Bill of Quantities (BOQ), cost estimates, Rate Analysis, Technical specifications etc. The detailed construction drawings shall be issued for all the disciplines. Following sub-sections indicates the number of prints of drawings in hard copy and reports/design calculations required at each stage for Comprehensive Architecture and Design, along with soft copy in required format-

Table 2: Stage-wise deliverables

Sl. No.	Stage No. (refer Cl. 3.6.1)	Submissions required
1	Stage 1	3 hard copies and soft copies of the source along with pdf
2	Stage 2	BIM LOD 200 as per BEP revit and Navisworks federated model, 3 hard copies and soft copies of the source along with pdf
3	Stage 3	BIM LOD 300 as per BEP revit and Navisworks federated model, 3 hard copies and soft copy of the source along with pdf for design document/drawings. Also, two hard copies and soft copy of each submittals made to various statutory authorities at different stages, and to GRIHA authorities to be submitted to IITB for record purposes.
4	Stage 4	Clash-free Integrated BIM LOD 350 as per BEP revit and Navisworks federated model, 3 hard copies of total tender set (documents and drawings) and soft copy of the source along with pdf. Quantities for tender BoQ shall be derived from clash free BIM Model. Also, all drawings in AutoCAD will also be shared with IITB and PMC, before award of work.
5	Stage 5	For all statutory approvals, one original and 3 additional hard copies of full bunch of all the approvals/NOCs received for commencement of the work
6	Stage 6	<ul style="list-style-type: none"> • 6 hard copies and soft copy of the source along with pdf and AutoCAD for all GFC Drawings. GFCs shall be extracted from clash free LOD 350 BIM Model as per BEP. • 6 hard copies and soft copy of the source along with pdf and AutoCAD for all revised GFC Drawings • Site inspection reports, quantity monitoring and any other construction related reports etc to be submitted in the format indicated by IITB/PMC and in required mode and quantity
7	Stage 7	<ul style="list-style-type: none"> • 1 original and 3 additional hard copies of full bunch of all the statutory approvals received upon completion of the work/ occupancy certificate, and certification from GRIHA. • Any other deliverables such as rate analysis, delay analysis, claims scrutiny etc, in hard and soft copy both • Soft copy (AutoCAD and PDF both) of updated/corrected as-built LOD 350 BIM model as per BEP and all the as-built drawings

3.8.1 General Note

1. Persons to receive and review requirements: Dean (IPS) or his authorized representatives from IITB and PMC.
2. All drawings /documents specified are included in the cost of Fees payable and if revisions are carried out revised GFC to be issued without extra cost.
3. Technical Sanction: The detailed estimate for Technical Sanction shall be based on the detailed drawings. The item descriptions shall be generally in line with the provisions of CPWD schedule of Rates enhancing w.r.t Cost Index and its latest specifications. In case of non-scheduled/special works the item description shall be framed as per good engineering practice supported with specifications and rate analysis as per reasonable market rates. Financial implications of quantity of variations/deviations of individual items exceeding beyond the Deviation limit as specified in works contract shall not be considered for working out Design Consultant's fees unless change attributed to IITB.
4. Periodic visit by consultant: The Key Personnel from consultant and sub-consultant, specialized lab consultant shall periodically visit project site for inspection of works and also attend Project Review Meetings held at Dean(IPS) Office, IITB on regular basis as decided by IITB.
5. All materials to be incorporated shall be suitably recommended by the architect.

3.9 Form of Performance Security (Guarantee)

FORM OF BANK GUARANTEE BOND FOR PERFORMANCE SECURITY

1. In consideration of the Dean (IPS) , Indian Institute of Technology Bombay (hereinafter called IITB) having agreed under the terms and conditions of Letter of Intent/ Work order/ Agreement No . . . dated . . . made between Indian Institute of Technology Bombay and (hereinafter
2. called "the said Consultants") for the work for Indian Institute of Technology Bombay (IITB)
3. (hereinafter called the said Letter of Intent/ Work order/ Agreement") having agreed to production of an irrevocable Bank Guarantee for Rs. . . . (Rupees . . . only), as a security / guarantee from the consultant(s) for compliance of his obligations in accordance with the terms and conditions in the said agreement, we (indicate the name of the Bank) (hereinafter referred to as the Bank) hereby undertake to pay IITB an amount not exceeding Rs. . . . (Rupees only) on demand by IITB.
4. We . . . (indicate the name of Bank) do hereby undertake to pay the amount due and payable under this guarantee without any demur, merely on a demand from IITB stating that the amount claimed is required to meet the recoveries due or likely to be due from the said Consultant(s). Any such demand made on the bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs. . . . (Rupees . . . only)
5. We, the said bank, further undertake to pay to IITB any money so demanded notwithstanding any dispute or disputes raised by the Consultant(s) in any suit or proceeding pending before any Court or Tribunal relating thereto, our liability under this present being absolute and unequivocal.
6. The payment so made by us under this bond shall be a valid discharge of our liability for payment there under and the Consultant(s) shall have no claim against us for making such

payment.

7. We ... (indicate the name of Bank) further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said Agreement and that it shall continue to be enforceable till all the dues of IITB under or by virtue of the said Agreement have been fully paid and its claims are satisfied or discharged or till Engineer-in-charge on behalf of IITB certifies that the terms and conditions of the said Agreement have been fully and properly carried out by the said Consultant(s) and accordingly discharges this guarantee.
8. We ... (indicate the name of Bank) further agree that IITB shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said Agreement or to extend time of performance by the said Consultant(s) from time to time or to postpone for any time or from time to time any of the powers exercisable by IITB against the said Consultant(s) and to forbear or enforce any of the terms and conditions relating to the said Agreement and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the said Consultant(s) or for any forbearance, act of omission on the part of IITB or any indulgence by IITB to the said Consultant(s) or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.
9. This guarantee will not be discharged due to the change in the constitution of the Bank or the Consultant(s).
10. We, ... (indicate the name of Bank) lastly undertake not to revoke this guarantee except with the previous consent of IITB in writing.
11. This guarantee shall be valid up to ... , unless extended on demand by IITB. Notwithstanding anything mentioned above, our liability against this guarantee is restricted to Rs. (Rupees
12. ... only), and unless a claim in writing is lodged with us within six months of the date of expiry or the extended date of expiry of this guarantee, all our liabilities under this guarantee shall stand discharged.

Signed and sealed

Dated the ... day of ... for.. (indicate the name of Bank)

(Note: The Letter of Intent shall form part of the Agreement)

4 Technical Proposal (Envelope 3)

The intending architects shall submit Technical Proposal for the assignment as per the details provided in the DataSheet.

4.1 Design brief

A building with RCC framed structure has been considered in the conceptual plan. The proposed buildings is to be designed to keep in view an overall permissible height of 70 meters, Institutional uses up to 45m and above 45 m to up to 70 M residential uses in the building are permitted, same has to be verified from the approval authority. All Norms for vertical construction as permitted by local authorities, and ensuring optimum utilization of spaces, FSI, Ground coverage, setbacks etc. should be followed.

Proposed state-of-the art buildings built up area should accommodate all the requirements of the project as per permissible rules. Building floors shall house different facilities like conferences, offices, alumni rooms, storage rooms, conference rooms, lounge, seminar rooms, board rooms, break-out areas, etc. and top floor will be for guest rooms having exclusive access, in tune with common areas. Services like staircase, lifts, toilets, electrical panel room, AHU rooms, pantry cafeteria etc. required to be provided by the designer considering the optimization of the place.

The facility includes toilets on each floor (double plumbing system), firefighting system with wet riser and sprinkler system, an automatic fire alarm system, a separate UG tank for fire fighting with pumping arrangement, VRF/ VRF/ Centralized Air conditioning system, AV, and CCTV, back up UPS system, access control, data and voice, fume extraction, waste segregation and safe disposal, pantry room etc.

Note 1: The floor-wise break-up of Carpet area and facilities are given in Table 4 as per the end users' requirements. Consultants have to consider the data provided in their conceptual design and closely adhere to the special requirements mentioned in note.

Note 2: The design brief given is to be used for competition purposes only. For the purpose of competition, the architect can make suitable additional assumptions of requirements based on designers past experience. Number of floors, height and total built up area should suitably complement the proposed functions activity by adhering to the rules. Individual user requirements must be collected by the winning architect for the actual design.

4.2 Technical Proposal Preparation

1. Consultant is expected to examine all terms and instructions included in the documents furnished with offer.
2. The estimated cost of construction or work for which the consultancy assignment is sought as well as the time to complete the assignment is stated in Data Sheet (Section 4.4). Financial Proposal may be in accordance with this.
3. The key professional staff, listed in the offer, shall be made available for the entire duration of the execution of assignment. This shall preferably be the permanent employees of the firm. In case, key professional staff is required to be replaced, the replacement shall be with equivalent or higher qualification and experience. The Replacement will be subject to the approval from the IITB.
4. Proposed staff must have relevant educational qualification and experience, preferably under conditions similar to those prevailing at the locations of the assignment.
5. No alternative to key professional staff may be proposed and only one CV may be submitted to each position.

4.3 Information to be provided

Technical Proposal should provide the following information, but not limited to,

1. Any comments or suggestions on the scope of work and services, documents and details made available with this offer, as well as on the facilities to be provided by IITB.
2. A description of methodology which the consultant proposes to employ in performing the assignment, duly illustrated with bar charts of graphics or any other type of Graphics.
3. Provide a table consisting of the manpower to be deployed into this project including those from the sub-consultants, if any, engaged by the consultant along with the percentage time to be devoted to this project. This Table should be supported with Brief CVs of the Key Architect,

Designer and sub-consultants signed by the proposed key professional staff and countersigned by an authorized officer of the consultant. Key information should include years with the firm/entity and responsibilities held in various assignments during last ten years.

4. Estimates of the total time effort (person x months) to be provided for the services for each stage or phase of assignment, supported by breakdown of effort proposed (person x months) for major items of work and services.
5. Details of specific experience/expertise/information asked for in the Data sheet (Section 4.4).
6. Confirmation/Submission on salient technical conditions mentioned in the offer document.
7. Quality assurance system/ program proposed to be employed in design, engineering, procurement, inspection, and management activities.

Note : The technical proposal shall not include any financial information.

4.4 Data sheet A: Information to Consultants

Name of Employer: Director, Indian Institute of Technology Bombay, 1st Floor, Nandan Nilekani Main Building, Powai, Mumbai 400076

Name of the work: Comprehensive Architectural Consultancy Services for the Proposed New Building hosting Alumni Centre at IIT Bombay, Powai, Mumbai-400076

Proposed site area & building: Total built up area for the building development shall be generated by covering all the user's requirement with additional appropriate modifications within the approximate plot area of 1940 sqm shown in the layout plan. Building shall be up to maximum 70M in height with permissible built up area, setback, open space, ground coverage etc. as per development control regulations applicable. (Refer figures 1 and 2)

Duration: The Assignment to be completed within 22 Months or as may be necessary to complete the assignment in all respects.

Schedule for completion of major activities: See details in Table 2.

Financial liabilities: Conditions related to Tax Liability, Insurance, description, or reference to documents:

- 4.4.1 The consultant and his personnel shall pay taxes and other impositions levied under existing, amended, or enacted laws during life of assignment.
- 4.4.2 The consultant shall cover employer's compensation insurance for his and his sub-Consultant (if applicable) personnel in accordance with the provisions of relevant applicable laws.
- 4.4.3 The Consultant and his sub-consultants shall take out Professional indemnity insurance and submit the copy of same to IITB.
- 4.4.4 GST shall be paid to the consultant as applicable along with the professional fee as per Financial Bid.

Table 3: Schedule of completion of major activities

No.	Description of Activity	Period of Activity in months
1	Stage 1-Concept stage: (Collection of actual user requirements) (Refer section 3.6.1.1 for details)	From 0-1 (One month)
2	Stage 2-Preliminary Design and drawings stage (Refer section 3.6.1.2 for details)	From 1-2 (One month)
3	Stage 3- Design development and statutory approval filing stage (Refer section 3.6.1.3 for details)	From 2-3 (Two months)
4	Stage 4-Working drawings and documents for tendering stage (Refer section 3.6.1.4 for details)	From 3-4 (Two months)
5	Stage 5- Tender processing and statutory approval stage (Refer section 3.6.1.5 for details)	From 4-6 (Three months)
6	Stage 6- Construction stage (Refer section 3.6.1.6 for details)	From 6-21 (16 months)
7	Stage 7-Completion stage (Refer section 3.6.1.7 for details)	From 21-22 (One month)

4.5 Form of consultancy contract (Draft)

This Contract (hereinafter called the Contract) is made the . . . day of the month of . . . Two thousand . . . between, on one hand, Dean (I.P.S.) (hereinafter called the . . . which expression shall include his successors and permitted assigns), Indian Institute of Technology Bombay, Powai, Mumbai and, on the other hand, M/s . . . having its Registered office at . . . hereinafter called Consultant which expression shall, unless repugnant to the context, be deemed to include its successors and assigns).

WHEREAS

- (A) The . . . has requested the consultant to provide certain consulting services as defined in the General Conditions of the Contract attached to this Contract (hereinafter called the Services).
- (B) The consultant, having represented to the . . . that they have the required professional skills, personnel, and technical resources, have agreed to provide the Services on the terms and conditions set forth in the contract.

Now therefore the parties hereto agree as follows:

The following documents attached hereto shall be deemed to form an integral part of this contract:

Part I. Technical bid consisting of

- (a) General Conditions of the Contract (herein after called GCC).
- (b) The following sections:
- i. A: Description of the Services
 - ii. B: Deliverables by the Consultant
 - iii. C: Guarantee for Performance of Services
- Part II. Financial bid consisting of:
- (a) Financial bid
- (b) Milestone for Payment of Consultancy Charges

- (c) Effecting payment of consultant
- (d) Details of Reimbursable expenses

The mutual rights and obligations of the Consultant shall be as set forth in the Contract, in particular:

1. The consultant shall carry out the Services in accordance with the provisions of the Contract;and
2. IITB shall make payments to the consultant in accordance with the provisions of the contract.

In WITNESS WHEREOF, the parties hereto have caused this contract to be signed in their respective names as of the day and year first above written.

FOR AND ON BEHALF, I.I.T. (B)Dean (I.P.S.)

In presence of Witness

- 1.
- 2.

FOR AND ON BEHALF OF (CONSULTANT)

(Authorized representative)In presence of

Witness

- 1.
- 2.

4.6 INTEGRITY PACT

To be signed by the bidder and same signatory competent/ authorized to sign the relevant contract on behalf of IITB.

INTEGRITY AGREEMENT

This Integrity Agreement is made at _____ on this _____ day of _____, 2023

BETWEEN

Director IITB represented through Dean (IPS) (Hereinafter referred as the Principal/ Owner, which expression shall unless repugnant to the meaning or context hereof include its successors and permitted assigns)

AND

_____ (Herein referred to as the Bidder/ Architect and which expression shall unless repugnant to the meaning or context hereof includes its successor and permitted assigns)

Preamble

WHEREAS the Principal / Owner has floated the Tender (NIT No) (hereinafter referred to as "Tender/Bid") and intends to award, under laid down organizational procedure, contract for -

(Name of work)

hereinafter referred to as the "Contract".

AND WHEREAS the Principal/Owner values full compliance with all relevant laws of the land, rules, regulations, economic use of resources and of fairness/transparency in its relation with its Bidder(s) and Contractor(s).

AND WHEREAS to meet the purpose aforesaid both the parties have agreed to enter into this Integrity Agreement (hereinafter referred to as "Integrity Pact" or "Pact"), the terms and conditions of which shall also be read as integral part and parcel of the Tender/Bid documents and Contract between the parties.

NOW, THEREFORE, in consideration of mutual covenants contained in this Pact, the parties hereby agree as follows and this Pact witnesses as under:

Article 1: Commitment of the Principal/Owner

1. The Principal/Owner commits itself to take all measures necessary to prevent corruption and to observe the following principles:
 - a) No employee of the Principal/Owner, personally or through any of his/her family members, will in connection with the Tender, or the execution of the 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/Owner will, during the Tender process, treat all Bidder(s) with equity and reason. The Principal/Owner 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/Owner shall endeavor to exclude from the Tender process any person, whose conduct in the past has been of biased nature.
2. If the Principal/Owner obtains information on the conduct of any of its employees which is a criminal offence under the Indian Penal code (IPC)/Prevention of Corruption Act, 1988 (PC Act) or is in violation of the principles herein mentioned or if there be a substantive suspicion in this regard, the Principal/Owner will inform the Chief Vigilance Officer and in addition can also initiate disciplinary actions as per its internal laid down policies and procedures.

Article 2: Commitment of the Bidder(s)/Contractor(s)

1. It is required that each Bidder/Contractor (including their respective officers, employees, and agents) adhere to the highest ethical standards, and report to the IITB / Department all suspected acts of fraud or corruption or Coercion or Collusion of which it has knowledge or becomes aware, during the tendering process and throughout the negotiation or award of a contract.
2. The Bidder(s)/Contractor(s) commits himself to take all measures necessary to prevent corruption. He commits himself to observe the following principles during his participation in the Tender process and during the Contract execution:
 - a) The Bidder(s)/Contractor(s) will not, directly or through any other person or firm, offer, promise or give to any of the Principal/Owner's employees involved in the Tender process or 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)/Contractor(s) will not enter with other Bidder(s) 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 cartelize in the bidding process.
 - c) The Bidder(s)/Contractor(s) will not commit any offence under the relevant IPC/PC Act. Further the Bidder(s)/Contractor(s) will not use improperly, (for the purpose of competition or personal gain), or pass on to others, any information or documents provided by the Principal/Owner as part of the business relationship, regarding plans, technical proposals, and business details, including information contained or transmitted

electronically.

- d) The Bidder(s)/Contractor(s) of foreign origin shall disclose the names and addresses of agents/representatives in India, if any. Similarly, Bidder(s)/Contractor(s) of Indian Nationality shall disclose names and addresses of foreign agents/representatives, if any. Either the Indian agent on behalf of the foreign principal or the foreign principal directly could bid in a tender but not both. Further, in cases where an agent participates in a tender on behalf of one manufacturer, he shall not be allowed to quote on behalf of another manufacturer along with the first manufacturer in a subsequent/parallel tender for the same item.
 - e) The Bidder(s)/Contractor(s) will, when presenting his bid, disclose any and all payments he has made, is committed to, or intends to make to agents, brokers, or any other intermediaries in connection with the award of the Contract.
3. The Bidder(s)/Contractor(s) will not instigate third persons to commit offences outlined above or be an accessory to such offences.
 4. The Bidder(s)/Contractor(s) will not, directly or through any other person or firm indulge in fraudulent practice means a willful misrepresentation or omission of facts or submission of fake/forged documents in order to induce public official to act in reliance thereof, with the purpose of obtaining unjust advantage by orcausing damage to justified interest of others and/or to influence the procurement process to the detriment of the Government interests.
 5. The Bidder(s)/Contractor(s) will not, directly or through any other person or firm use Coercive Practices (means the act of obtaining something, compelling an action, or influencing a decision through intimidation,threat, or the use of force directly or indirectly, where potential or actual injury may befall upon a person, his/her reputation or property to influence their participation in the tendering process).

Article 3: Consequences of Breach

Without prejudice to any rights that may be available to the Principal/Owner under law or the Contract or its established policies and laid down procedures, the Principal/Owner shall have the following rights in case of breach of this Integrity Pact by the Bidder(s)/Contractor(s) and the Bidder/ Contractor accepts and undertakes to respect and uphold the Principal/Owner's absolute right:

1. If the Bidder(s)/Contractor(s), either before award or during execution of Contract has committed a transgression through a violation of Article 2 above or in any other form, such as to put his reliability or credibility in question, the Principal/Owner after giving 14 days' notice to the contractor shall have power to disqualify the Bidder(s)/Contractor(s) from the Tender process or terminate/determine the Contract, if already executed or exclude the Bidder/Contractor from future contract award processes. The imposition and duration of the exclusion will be determined by the severity of transgression and determined by the Principal/Owner. Such exclusion may be forever or for a limited period as decided by the Principal/Owner.
2. Forfeiture of EMD/Performance Guarantee/Security Deposit: If the Principal/Owner has disqualified the Bidder(s) from the Tender process prior to the award of the Contract or terminated/determined the Contractor has accrued the right to terminate/determine the Contract according to Article 3(1), the Principal/Owner apart from exercising any legal rights that may have accrued to the Principal/Owner, may in its considered opinion forfeit the entire amount of Earnest Money Deposit, Performance Guarantee and Security Deposit

of the Bidder/Contractor.

3. Criminal Liability: If the Principal/Owner obtains knowledge of conduct of a Bidder or Contractor, or of an employee or a representative or an associate of a Bidder or Contractor which constitutes corruption within the meaning of IPC Act, or if the Principal/Owner has substantive suspicion in this regard, the Principal/Owner will inform the same to law enforcing agencies for further investigation.

Article 4: Previous Transgression

1. The Bidder declares that no previous transgressions occurred in the last 5 years with any other Company in any country confirming to the anticorruption approach or with Central Government or State Government or any other Central/State Public Sector Enterprises 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 for banning of business dealings/ holiday listing of the Bidder/Contractor as deemed fit by the Principal/ Owner.
3. If the Bidder/Contractor can prove that he has resorted / recouped the damage caused by him and has installed a suitable corruption prevention system, the Principal/Owner may, at its own discretion, revoke the exclusion prematurely.

Article 5: Equal Treatment of all Bidders/Contractors/Subcontractors

1. The Bidder(s)/Contractor(s) undertake(s) to demand from all subcontractors a commitment in conformity with this Integrity Pact. The Bidder/Contractor shall be responsible for any violation(s) of the principles laid down in this agreement/Pact by any of its Subcontractors/sub-vendors.
2. The Principal/Owner will enter into Pacts on identical terms as this one with all Bidders and Contractors.
3. The Principal/Owner will disqualify Bidders, who do not submit, the duly signed Pact between the Principal/ Owner and the bidder, along with the Tender or violate its provisions at any stage of the Tender process, from the Tender process.

Article 6- Duration of the Pact

1. This Pact begins when both the parties have legally signed it. It expires for the Bidder with the tenure of the Contract.
2. If any claim is made/lodged during the time, the same shall be binding and continue to be valid despite the lapse of this Pacts as specified above, unless it is discharged/determined by the Competent Authority, IITB.

Article 7- Other Provisions

1. This Pact is subject to Indian Law, place of performance and jurisdiction is the Headquarters of the Division of the Principal/Owner, who has floated the Tender.
2. Changes and supplements need to be made in writing.
3. If the Bidder is a partnership or a consortium, this Pact must be signed by all the partners or by one or more partner holding power of attorney signed by all partners and consortium members. In case of a Company, the Pact must be signed by a representative duly authorized by board resolution.
4. Should one or several provisions of this Pact turn out to be invalid; the remainder of this

Pact remains valid. In this case, the parties will strive to come to an agreement to their original intentions.

5. It is agreed term and condition that any dispute or difference arising between the parties with regard to the terms of this Integrity Agreement / Pact, any action taken by the Owner/Principal in accordance with this Integrity Agreement/ Pact or interpretation thereof shall not be subject to arbitration.

Article 8- Legal and Prior Rights

All rights and remedies of the parties hereto shall be in addition to all the other legal rights and remedies belonging to such parties under the Contract and/or law and the same shall be deemed to be cumulative and not alternative to such legal rights and remedies aforesaid. For the sake of brevity, both the Parties agree that this Integrity Pact will have precedence over the Tender/Contact documents with regard any of the provisions covered under this Integrity Pact.

IN WITNESS WHEREOF the parties have signed and executed this Integrity Pact at the place and date first above mentioned in the presence of following witnesses:

.....

(For and on behalf of Principal/Owner)

.....

(For and on behalf of Bidder/Contractor)

WITNESSES:

1

(Signature, name, and address)

2

(Signature, name, and address)

Place:

Dated:

4.7 Design requirements

The total BUA of the New building shall be proposed covering all the requirements listed with suitable additions by the architect. The design requirements and the suggested space distribution provided by the proposed users are given in **Table 4** and the tentative user requirements are given in **Annexure 1**. Note that the equipment and specialized accessories, if any are not part of the construction contract, however the building design should consider such equipment and specialized accessories and to be discussed in the proposal, if required.

Table 4 Distribution of Floors & Floor Height Details (Sqm)

User Dept.	Space Utilization	Number	No. of Seats	Area / Per (sqm)	Area (sqm)	Notes	Remarks
	Reception / Lobby / Waiting Area	1			90		
Department-1 (Alumni Centre + IITBAA)	Multi-Purpose Hall for 250 Individuals	1	250	1.4	350	Configurable place so that it can be customized as per the event requirement. Includes good AV facilities / live streaming capabilities, etc.	1.2 to 1.5 Sqm/per person,
	Meeting Rooms	10		10	100	Meeting rooms configurable by partitions (4-8 seater). 12 sqm per room - 5 star hotel quality	including pantry area
	Workspace for Alumni	1	25	4	100	Co-working type space	
	Alumni Lounge	1			100	Exclusive place for reading, socializing, etc.	
	Board Room	1	40	3.5	140		3 to 4 Sqm/per person , Add pantry area if required
	Small Conference Room	1	15	2.5	38		
	Large Conference Room	1	40	2.5	100	40 seater	
	Mid / Large Cabins	2		20	40	Configurable	
	Small Cabins	2		15	30	Configurable	
	Cubicles / Desks	15		6	90		
	Server / Printer / Xerox	1			40		

User Dept.	Space Utilization	Number	No. of Seats	Area / Per (sqm)	Area (sqm)	Notes	Remarks
	Pantry	1			12		
	IITB Donor Wall	1			500	Digital wall including space for DAA	
	Total Carpet Area				1,730		
Department 1 + Department 2 (ACR+DRF)	Cabin for Dean	1		20	20		
	Cabin for CEO	1		20	20		
	Cabins for Vertical Leads	15		12	180		
	Cubicles	200		6	1,200		
	Large Conference Room	1	30	2.5	75		Add AV and acoustic treatment
	Conference Rooms	2	10	2.5	50		
	Conference Room	1	15	2.5	38		
	Meeting Rooms	4	5	3	60		
	Pantry	1			12		Add Store area/Store room
	Lunch Space	1	30	2.5	75		
	Reception / Lobby / Waiting Area	1			45		
	Server Room	1			25	3 Racks + UPS	
	Total Carpet Area				1,800		
Shared	Multi-Purpose Hall for Marquee Events				600	Includes pre-function space / 360 degree view	
	Museum				350		
	Café - 1-2 vendors with seating for 100 people at one time				500		
	Total Carpet Area				1,450		
Department 3 (DEAN)	Cubicles - Large (twin sitting)	7		8	56	10 ft x 10ft / 9 sm per cubicle	

User Dept.	Space Utilization	Number	No. of Seats	Area / Per (sqm)	Area (sqm)	Notes	Remarks
	Cubicles - Small (single sitting)	2		6	12	8 ft x 8 ft / 6 sm per cubicle	
	Server Room - (CEP, CDEEP, NPTEL, QIP, PCMA)				18	14 ft x 14ft / 18 sm	
	Small Rooms for Recording	2		40	80	20ft x 20ft / 40 sm per room	
	Rooms for Recording (for Edu Tech)	4		40	160	20ft x 20ft / 40 sm per room	
	Video Conferencing Room	1	20	3	60	Similar to DD Conference room	
	Meeting Rooms (4/4/4 seater)	4		9	36	10ft x 10 ft / 9 sm per room	
	Lunchroom	1	20	1.2	24		.9 to 1.2 Sqm/per person , without kitchen area
	Pantry	1			12	CEP, CDEEP, NPTEL, QIP, PCMA	
	Reception / Lobby / Waiting Area	1			45		
	File Cabinets (wall mounted)	1					
	Storeroom for Recording Equipment	1		40	40	20ft x 20ft / 40 sm per room	
	Sub Dept 3						
	Cubicles - Large (twin sitting)	3		8	24	10 ft x 10ft / 9 sm per cubicle	
	Cubicles - Small (single sitting)	6		6	36	8 ft x 8 ft / 6 sm per cubicle	
	Sub Dept 3						
	Cubicles - Small (single sitting)	18		6	108	8 ft x 8 ft / 6 sm per cubicle	
	Reception Desk	1			20		Including waiting area

User Dept.	Space Utilization	Number	No. of Seats	Area / Per (sqm)	Area (sqm)	Notes	Remarks
	Office Assistant Cubicles (single sitting)	2		6	12	8 ft x 8 ft / 6 sm per cubicle	
	Total Carpet Area				743		
Department 4 (Placement Cell)	Multi-Purpose Rooms	2		50	100		
	Storage Room	1			25		
	Staff Office	1	20	6	120	20 cubicles or co-work type space	Add Printing area if required
	Pantry	1			20		
	Large Conference Room	1	25	2.5	63		
	Group Discussion Rooms	5	12	2.5	150		
	Meeting Rooms	4	3	3	36		
	Interview Rooms	10	4	3	120		
	Server Room	1			12		
	Reception Desk / Lobby / Waiting Area	1			45		
	Total Carpet Area				691		
Guest rooms 1	Double occupancy Guest room that's both functional and welcoming requires balancing practical needs (comfort, convenience, and privacy) with a little personalization to make guest feel at home. The key is in the details, like a comfortable bed, toilet, good lighting & ventilation with thoughtful extras like facilitation of reading & writing desk, relaxed seating areas.						
Guest rooms 2							

Note :

- 4.7.1 Guest rooms: built up area should be preferably 10 % or of appropriate percentage of the total built up area of the building (Number of guest rooms shall be derived from built up area and appropriate modification for carpet area of Guest room 1 & 2 based on the requirement, is expected based on the premium accommodation trends). Larger guest rooms shall not be more than 10 % of total number of guest rooms proposed.
- 4.7.2 The tentative users' requirements of various facilities, special requirements and preliminary design of different floors as indicated above must be referred by consultants in the preparation of a conceptual design of New Building. Minor changes in the area are permitted to accommodate the efficient design and optimization of space of carpet area and built up.

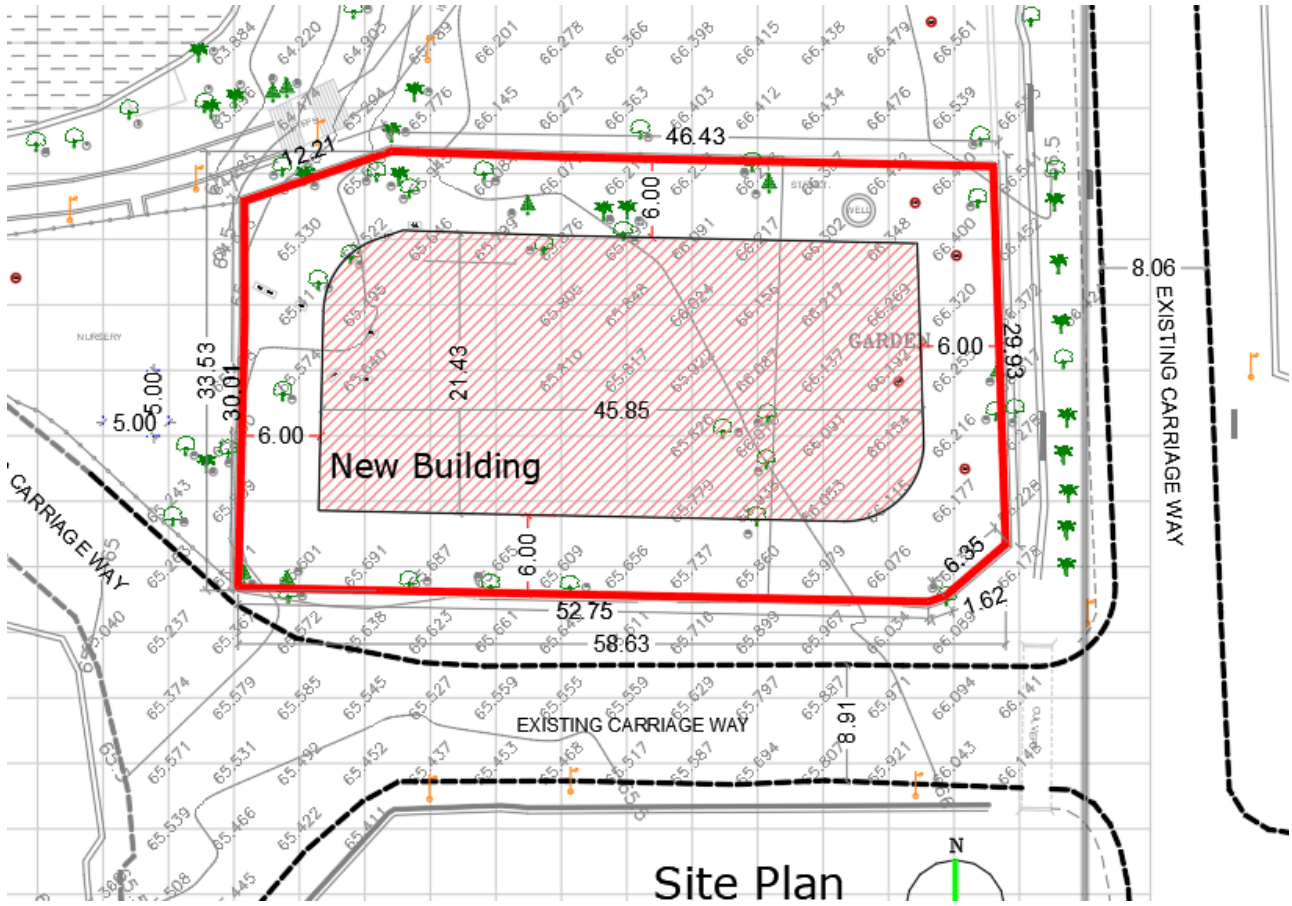


Figure 2: Approximate Building outline (Site area: 1940 SQM)

Eligibility Information

I. Letter of Transmittal

From: M/s_____

Notice No: IITB/Dean(IPS)/Architect/ALUC/AC/2024

To,
Dean IPS, First Floor, Nandan Nilekani Main Building, Indian Institute of Technology Bombay,
Powai, Mumbai,
400076.

Subject: Tender for Comprehensive Architectural Consultancy Services for the Proposed New Building hosting Alumni Centre at IIT Bombay, Powai, Mumbai

Sir,
Having examined the details given in press notice and Tender document for the above work, I/We hereby submit the Tender document and other relevant information.

1. I/We hereby certify that all the statements made, and information supplied in the enclosed forms 'A' to 'I' and accompanying statement are true and correct.
2. I/We have furnished all information and details necessary for eligibility and have no further pertinent information to supply.
3. I/We submit the requisite certified Annual Turnover certificate and authorize the Dean IPS, IIT Bombay, to approach the Bank to confirm the correctness thereof. I/we also authorize Dean IPS, IIT Bombay to approach individuals, employers, firms, and corporation to verify our competence and general reputation.
4. I/We submit the following certificates in support of our suitability, technical knowhow, and capability for having successfully completed the following works:

Sr. No.	Name of work	Certified by	Performance certificate (to be enclosed)
			YES / NO
			YES / NO
			YES / NO
			YES / NO
			YES / NO
			YES / NO

Enclosures.

II. FORM 'A': Financial Information

- I. **Financial Analysis** - Details to be furnished duly supported by figures in balance sheet/profit and loss account for the last five years duly certified by the Chartered Accountant, as submitted by the applicant to the Income Tax Department (copies to be attached).

Particulars	Financial Year				
	2019-20	2020-21	2021-22	2022-23	2023-24
i. Gross Annual turnover on Consultancy Fees (In Rs. Crores)					
ii. Profit/Loss					
iv. Certified by					

- II. **Financial arrangements for carrying out the proposed work.**

III. **The following certificates are enclosed:**

- a) Current Income Tax Clearance Certificate b) Profit & Loss account for last 3 years

Signature of Chartered Accountant with seal

Signature of Applicant(s)

III. FORM 'B': Details of all works of Similar Nature of Assignment completed during the last seven years ending last day of the month September 2024

(Note: Attach more sheet if required as per this format)

SIMILAR NATURE OF ASSIGNMENT COMPLETED				
Sr. No	Description	1	2	3
1	Name of work /project and location & Estimated cost of work			
2	Name & Address of Employer/ Contact Person & phone/mobile No			
3	Cost of Fees in Rs. Crores			
4	Date of commencement as per contract			
5	Stipulated date of completion			
6	Actual date of completion			
7	Litigation /arbitration pending /in progress with details*			
8	Name and address/ telephone number of officer to whom reference may be made.			
9	Remarks			

*Indicate gross amount claimed and amount awarded by the Arbitrator.

Signature of Applicant(s) with date & seal

IV. FORM 'C': Projects under Execution or Awarded

(Note: Attach more sheet if required as per this format)

Sr. No.	Description	1	2	3
1	Name of work /project and location & Estimated Cost of work			
2	Name & Address of Employer/ organization			
3	Cost of Fees in Rs. Crores			
4	Date of commencement as per contract			
5	Stipulated date of completion			
6	Up to date percentage progress of work			
7	Slow progress if any and reasons thereof			
8	Name and address/ telephone number of officer to whom reference may be made.			
9	Remarks			

Signature of Applicant(s) with date & seal

V. FORM 'C1': Projects under Execution or Awarded along with BIM in scope of work

(Note: Attach more sheet if required as per this format)

Sr. No.	Description	1	2	3
1	Name of work /project and location & Estimated Cost of work			
2	Name & Address of Employer/organization			
3	Cost of Fees in Rs. Crores			
4	Date of commencement as per contract			
5	Stipulated date of completion			
6	Up to date percentage progress of work			
7	Slow progress if any and reasons thereof			
8	Name and address/ telephone number of officer to whom reference may be made.			
9	BIM related scope carried out. For example, Modelling, Digital Data Environment			
10	Software / platforms used			
11	Remarks			

Signature of Applicant(s) with date & seal

VI. FORM 'D': Performance report of works referred to in FORM "B", "C"& "CI"

1. Name of work/ Project & Location
2. Agreement No.
3. Estimated Cost
4. Consultancy Fees Cost
5. Date of start
6. Date of completion
 - a) Stipulated date of completion
 - b) Actual date of completion
7. Delayed completion, if any.
8. Performance Report.

1. Quality of Work	Very Good/Good/Fair/Poor
2. Financial soundness	Very Good/Good/Fair/Poor
3. Technical Proficiency	Very Good/Good/Fair/Poor
4. Timely delivery of working drawings/ obtaining statutory approvals	Very Good/Good/Fair/Poor
5. Resourcefulness	Very Good/Good/Fair/Poor
6. General behaviour	Very Good/Good/Fair/Poor

Dated:
Employer

Authorized Signatory of

Note: Certificate for each work completed/under execution shall be obtained as per "FORM D"
or the certificate issued by the employer to be enclosed

VII. FORM 'E': Structure & Organization of Main Office

1	Name & Address of the applicant: (Furnish details of Main office Details with Tel & \Fax /email id)		
2	Telephone No./ Mobile No./Fax No & email id		
3	<p>Legal status of the applicant (<u>attach copies of original document defining the legal status</u>)</p> <p>i. An individual ii. A proprietary firm iii. A firm in partnership iv. A limited company or Corporation</p>		
4	Particulars of registration with various Government bodies (attach attested photocopy) if any	Organization / Place of registration	Registration No.
5	Names and Titles of Director & Officers with designation to be concerned with this work:		
6	Designation of individuals authorized to act for the organization		
7	Was the applicant ever required to suspend assignment for a period of more than six months continuously after you commenced the assignment? If so, give the name of the project and reasons of suspension of work.		
8	Has the applicant or any constituent partner in case of partnership firm, ever abandoned the awarded work before its completion? If so, give name of the project and reasons for abandonment.		
9	Has the applicant, or any		

	constituent partner in case of partnership firm, ever been debarred / blacklisted for tendering in any organization at any time? If so, give details.	
I0	Has the applicant, or any consultant partner in case of partnership firm, ever been convicted by a court of law? If so, give details	
II	In which fields of Consultancy assignment, the applicant has specialization and interest?	
I2	Details of Technical Personal available as on date	
I3	Any other information considered necessary but not included above.	

IX. FORM 'EI': Structure & Organization of Branch Office

(Full details of Branch Office to be furnished -if required attach additional sheet)

1	<p>Name & Address of the applicant:</p> <p>(Furnish details of Branch office Details with Tel & \Fax /email id)</p> <p>(Note: Should have the full functioning office to deal independently with Architectural Projects located in and around Mumbai)</p>		
2	<p>Telephone No./ Mobile No./Fax No & Email id</p>		
3	<p>Legal status of the applicant of branch Office (<u>attach copies of original document defining the legal status</u>)</p> <p>i. An individual</p> <p>ii. A proprietary firm</p>		
	<p>iii. A firm in partnership</p> <p>iv. A limited company or Corporation</p>		
4	<p>Particulars of registration with various Government bodies (attach attested photocopy) if any</p>	<p>Organization /Place of registration</p>	<p>Registration No.</p>
5	<p>Names and Titles of Director & Officers with designation to be concerned with this work: at Branch Office</p>		
6	<p>Designation of individuals authorized to act for the organization at Branch Office</p>		
7	<p>In which fields of Consultancy assignment, the applicant has specialization and interest?</p>		
8	<p>Details of Technical Personal available as on date at Branch Office</p>		
9	<p>Any other information considered necessary but not included above.</p>		

X. FORM 'F': Details of available IN-HOUSE Services

Sr. No.	IN HOUSE SERVICE	AVAILABILITY OF SERVICE (STRIKE OUT WHICH EVER IS NOT AVAILABLE)
1	ARCHITECTURAL-CIVIL	YES / NO
2	STRUCTRUAL ENGG	YES / NO
3	PUBLIC HEALTH ENGINEERING	YES / NO
4	ELECTRICAL	YES / NO
5	MECHANICAL	YES / NO
6	HVAC	YES / NO
7	ACOUSTIC	YES / NO
8	FIREFIGHTING/ENGG	YES / NO
9	LAND SCAPING	YES / NO
10	AUDIO-VISUAL	YES / NO
11	INFORMATION TECHNOLOGY(IT)	YES / NO
12	QUANTITY SURVEYING AND COST MANAGEMENT	YES / NO
12	ANY OTHER SERVICE	

XII. FORM 'G': Details of proposed Associate Services

Sr. No	PROPOSED ASSOCIATE FOR	NAME & ADDRESS OF ASSOCIATE PROPOSED	YEARS OF EXPERIENCE	YEARS OF ASSOCIATION WITH THE PRIME CONSULTANT
1	ARCHITECTURAL-CIVIL			
2	STRUCTRUAL ENGG			
3	PUBLIC HEALTH ENGINEERING			
4	ELECTRICAL			
5	MECHANICAL			
6	HVAC			
7	ACOUSTIC			
8	FIREFIGHTING/ ENGG			
9	LAND SCAPING			
10	AUDIO-VISUAL			
11	INFORMATION TECHNOLOGY (IT)			
12	QUANTITY SURVEYING AND COST MANAGEMENT			
13	ANY OTHER SERVICE			

XV. FORM 'T': Details of Consultancy / Office Equipment likely to be used in carrying out the work

Sr. No	Name of Equipment	No .	Capacity or Type	Age	Condition	Ownership status			Current Location	Remarks
						Presently owned	Leased	To be purchased		
1	2	3	4	5	6	7	8	9	10	11
A	<p>CONSULTANCY</p> <p><u>1. Hardware</u></p> <p>i) Computers</p> <p>ii) Plotters</p> <p>iii)</p> <p>iv)</p> <p><u>2. SOFTWARE</u></p> <p>(Mention the software proposed to be used in this work along with License details etc.)</p>									
2	<p>Any other Office Equipment.</p> <p>(mention the equipment proposed to be used in this work)</p>									

Indian Institute of Technology Bombay
Comprehensive Architectural Consultancy Services
for the Proposed New Building at IIT Bombay,
Powai, Mumbai-400076

Ref. No. IITB/DIPS/NBLDG/AC/01 dated 19.12.2024

FINANCIAL
PROPOSAL
(TO BE SUBMITTED IN ENVELOPE 4)



Dean, Infrastructure Planning and Support

Indian Institute of Technology Bombay, Powai, Mumbai 400076.

5. Financial Proposal

The Financial proposal should be submitted on the consultant's letterhead and should be duly completed in all aspects, without any additional conditions except those mentioned in the RFP (Request for Proposal) and free from any computational errors. In preparing the Financial Proposal, the Consultant is expected to consider, besides technical requirements, commercial conditions specified in the offer document.

The Financial Proposal for the assignment and for additional works shall be all-inclusive, and should cover, but not limited to, remuneration of staff (in the field and at headquarters), gratuity, Provident fund, travel assistance, out-of-pocket expenses (per diem), Overheads, Profits, Accommodation (housing), transportation (for mobilization and demobilization), Communication, Equipment (vehicles, office equipment, furniture, consumables etc.), the printing of documents, Surveys, training. The Financial Proposal shall also include the tax liability and cost of Insurance of the Consultant's firm and his personnel specified in the Data sheet. The fee shall be quoted in Percentage only.

5.1 Schedule of financial proposal

1. Financial Bid (Details in section 5.2)
2. Milestone for Payment of Consultancy Charges (Details in section 5.3)
3. Effecting payment to the Design Consultant (Details in section 5.3)
4. Reimbursable expenses (Details in section 5.4)

5.2 Financial bid

Note

1. The bidders should quote its percentage fee in the table given below. It shall be in terms of percentage of value of work based on the approved design.
2. The Value of work to be considered for calculation of fee shall be lower of (i) Technically Sanctioned Cost and (ii) Actual executed corresponding construction cost. In case of IITB asking for additional works to be included over and above the technically sanctioned one, this component will also be taken into consideration for calculation of architectural fee.
3. Until the actual cost is known, the fee for interim payments from Stage 1 to Stage 5 shall be provisionally calculated based on preliminary cost estimate of Rs 100 Crores
4. All the interim payments made shall be treated as advance payments against Final Bill.
5. Fee for stage 6 shall be provisionally calculated on the basis of lower of Technically Sanctioned Cost and Work Order value
6. Fee for Stage 7 including Final Bill will be paid on Value of Work (refer "2" above)
7. Quoted percentage shall include all the taxes applicable except GST which shall be added separately. Percentage quoted shall be written in figure and words both.
8. In case of any anomaly between percentage quoted in figure and words, percentage quoted in words will be taken into consideration for evaluation and award.

Table 5 Financial Bid

No.	Item Description	Percentage of fee in figures	Percentage of fee in words
1	<p>Comprehensive Architectural Consultancy for the Proposed Construction of New Building at IIT Bombay, Powai, Mumbai-400076 consisting of providing design, drawings, cost estimate, specifications, DBRs, reports, etc. consisting of Architectural, Civil, Structural, Public Health, Electrical, Mechanical, Fire Fighting System, Acoustic, etc. including Landscape Architecture and Interior Architecture, obtaining all required statutory approvals for commencement, completion and occupancy & GRIHA (4) certification etc complete.</p> <p>The % (Percentage) of Fees shall be quoted based on the Preliminary Estimated cost of Rs. 100.00 Cr. Including GST and given in the Data Sheet as per the scope of work Defined in Technical Proposal, subject to Note below this table</p>	% (Percentage in figures)	(Percentage in words)

Note:

1. Quoted percentage shall include all the taxes applicable except GST which shall be added separately.
Percentage quoted shall be written in words.
2. The Value of work to be considered for calculation of fee shall be lower of (i) Technically Sanctioned Cost and (ii) Actual executed corresponding construction cost. In case of IITB asking for additional works to be included over and above the technically sanctioned one, this component will also be taken into consideration for calculation of architectural fee
3. Quoted percentage shall include preparation of drawings/ documents/ area statements etc required for submission and obtaining statutory approvals
4. Competing Architects, for the purpose of competition alone, can refer to Preliminary data of the site such as Spot levels/ Topography survey including location of Storm water drains, manholes and existing features including Tree Survey., available with IITB. However, once the work is awarded, the selected architect must conduct relevant surveys for the design.

Signature of authorized signatory with designation, date, and office seal

5.3 Milestones payment of consultancy charges

Table 6 Milestones payment of consultancy charges

No.	Stages of payment and activity	Cumulative Fees payable upon completion of that stage
1	Stage 1. Concept stage (Refer 3.6.1.1 of Technical Proposal for detailed scope of work under this stage)	10 %
2	Stage 2. Preliminary Design and Drawings stage (Refer 3.6.1.2 of Technical Proposal for detailed scope of work under this stage)	20 %
3	Stage 3. Design Development and Statutory Approval filing stage (Refer 3.6.1.3 of Technical Proposal for detailed scope of work under this stage)	30 %
4	Stage 4: Working Drawings and documents for tendering stage (Refer 3.6.1.4 of Technical Proposal for detailed scope of work under this stage)	45 %
5	Stage 5: Tender processing and statutory approval stage (Refer 3.6.1.5 of Technical Proposal for detailed scope of work under this stage)	50 %
6	Stage 6: Construction Stage (Refer 3.6.1.6 of Technical Proposal for detailed scope of work under this stage)	90 %
7	Stage 7: Completion Stage (Refer 3.6.1.7 of Technical Proposal for detailed scope of work under this stage)	100%

Note:

- (i) No deductions shall be made from the fee of the Design Consultant on account of penalty, liquidated damages, part rates or for the sums withheld from payment or recovered from Contractors / suppliers.
- (ii) Design Consultant may list out the deliverables and numbers thereof, in case progressive payment is desired under any activity, to quantify the progress vis-a-vis the milestone.

Table 7 The Construction Stage Payment Schedule

Sl.No.	Value of completed work (as a percentage of awarded cost)	Cumulative fees payable (refer Stage 6 of Table 6 above)
1	20%	60%
2	40%	70%
3	60%	75%
4	80%	85%
5	100%	90%

5.4 Reimbursable expenses (with prior approval)

1. Proof Checking of Structural Design and HVAC
2. Fees payable to Statutory Authorities such as Chief Fire Officer, MCGM, environment authorities, AAI etc
3. GRIHA Registration Fees
4. Detailed site survey
5. Geotechnical soil investigation

Note: The payment for the reimbursable expenses to the Design Consultant shall be paid within fifteen (15) days from the date of submission of the original invoice (received from the concerned agencies) to the Client.

Signature

(Authorized Signatory) Full Name: Designation:

Annexure 1

Project Brief: Proposed New Building at IIT Bombay

1. Introduction:

IIT Bombay is embarking on the creation of a state-of-the-art **New Building**, envisioned as a landmark facility that embodies the institution's rich legacy while catering to the diverse needs of its alumni community. This project aims to foster enduring connections between the alumni and the university by providing a dedicated space for interaction, collaboration, and reflection. The New Building will play a central role in hosting alumni-related activities, while also showcasing the university's history and future aspirations.

2. Project Objectives:

The New Building should:

- Serve as a multi-functional hub for alumni interaction, events, and engagement.
- Blend modern architectural excellence with elements reflecting the university's heritage.
- Integrate both formal and informal spaces that facilitate professional networking, knowledge exchange, and social gatherings.
- Become a destination for alumni and students, offering services and facilities that meet their professional, personal, and academic needs.

3. Key Functional Spaces and Requirements:

3.1 Alumni Association Offices:

- Dedicated office spaces for the operational team of the Alumni Association.
- Meeting rooms and conference facilities to support administrative and event planning activities.
- Reception and visitor management areas for alumni and guests.

3.2 Guest Rooms for Alumni:

- Well-appointed guest rooms to accommodate visiting alumni, designed for short-term and extended stays.
- Hospitality services, ensuring a high standard of comfort and convenience.
- Suites or rooms with varying capacities, accommodating both individual travelers and families.

3.3 Coworking Spaces:

- Flexible, high-tech coworking spaces equipped with modern office facilities.
- Meeting rooms, collaboration zones, and quiet workspaces for individual or group work.
- Open, adaptable design with plug-and-play setups for alumni visiting for professional work or networking.

3.4 Heritage and Experience Center:

- A highly interactive **Heritage Center** celebrating the university's history, its notable alumni, faculty, and key contributions.
- State-of-the-art audiovisual and digital displays, creating an immersive storytelling experience for visitors.
- Exhibitions that showcase research breakthroughs, innovative projects, and the university's role in global education.

3.5 Fine Dining Facility:

- A premium dining area with views of a scenic lake, designed to offer an elegant, serene dining experience.
- Capacity to host alumni gatherings, formal dinners, and private functions.
- Aesthetic integration of indoor and outdoor seating, taking advantage of the natural surroundings.

3.6 Convention and Seminar Rooms:

- A **Convention Center** for hosting large alumni reunions, conferences, and formal events.
- Modular design, allowing flexibility in seating arrangements and capacity (banquet, theater, classroom, etc.).
- Smaller seminar rooms for focused discussions, workshops, and intimate gatherings.

4. Architectural and Design Considerations:

4.1 Building Height and Structure:

- The building will rise to a height of **70 meters** (permissible as per statutory approval), offering panoramic views of the surrounding campus and natural landscapes.
- Multi-story design, carefully integrating vertical circulation elements such as elevators, escalators, and staircases to ensure accessibility and flow.

4.2 Integration with Surroundings:

- The design should harmonize with the existing campus landscape, overlooking a **beautifully landscaped garden**.
- Sustainable architectural practices should be incorporated, emphasizing energy efficiency, eco-friendly materials, and green building certifications.
- Maximization of natural light and ventilation, blending indoor and outdoor spaces seamlessly.

4.3 Landscaping and Outdoor Spaces:

- The outdoor garden should serve as an extension of the new Building, providing areas for relaxation, outdoor dining, and informal gatherings.
- Incorporate green spaces, water features, and pathways, complementing the building's aesthetics and functionality.

4.4 Interior Design:

- Interiors should reflect a sense of warmth, comfort, and familiarity, evoking the memories and spirit of the university.
- Use of materials, colors, and textures that connect the past with the future, combining modern design elements with nostalgic references to the university's heritage.
- Consideration of flexible furniture layouts that can adapt to different events and functions.

5. Sustainability and Technology Integration:

- The New Building should prioritize **sustainable building practices**, including energy-efficient lighting, heating, and cooling systems, and waste reduction initiatives.
- Smart building technologies, such as integrated security systems, automated lighting, and high-speed connectivity, will be essential to ensure a seamless user experience.

6. Design Philosophy: The New Building should balance **heritage and modernity**, becoming a symbolic bridge between generations. While the design should reflect the values and traditions of IIT Bombay, it should also project a forward-thinking vision that inspires innovation and collaboration.

7. Deliverables: Architects are expected to provide:

- Concept designs, including detailed site plans, elevations, and 3D renderings.
- Structural, electrical, and mechanical layouts ensuring functionality and sustainability.
- Interior design concepts with material specifications and finishes.
- Landscaping plans that enhance both the aesthetics and usability of the outdoor spaces.

8. Timeline and Milestones: Key milestones will include:

- Concept design submission and review.
- Design finalization and stakeholder approval.
- Phased construction schedules, aligned with university timelines for project completion.

1. **Conclusion:** The **New Building**, at IIT Bombay will be a defining structure on campus, serving as the heart of alumni interaction and engagement. It is a unique opportunity for architects to create a space that is both iconic and functional, celebrating the university's legacy while building a future that fosters meaningful connections between alumni, students, and faculty. Design requirements in terms of "must-have" and "good to have" should be considered while design the space.