



TENDER

FOR

**PROVIDING COMPREHENSIVE ARCHITECTURAL CONSULTANCY
SERVICES FOR ESTABLISHING DHARMADOM VENGAD GLOBAL
DIARY VILLAGE, KANNUR, KERALA**

Tender No. HITES/IDS/GDV-DRMDM-KNR/ARCH/23/18

HITES
Golden Jubilee Block, HLL Bhavan,
Poojappura P.O
Thiruvananthapuram
PH: 0471 – 2775500
(e-Tender)

NOTICE INVITING TENDER (NIT)

Tender No. HITES/IDS/GDV-DRMDM-KNR/ARCH/23/18

16.10.2023

HITES as Consultant of Dairy Development Department, Government of Kerala invites offer eligible Architect(s) / Architectural Firms based at Kerala for “Providing Architectural Consultancy Services for Establishing Dharmadom Vengad Global Dairy Village, Kannur, Kerala”

The prospective bidders may download the tender document from www.hllhites.com.
The last date of submission of bid is 26.10.2023 upto 15.00 hrs. The bids will be opened on 26.10.2023 at 16.00 hrs.

For Corrigendum's / Amendments, if any issued subsequently will be notified in the above website only.

Deputy General Manager (ID)

A. ELIGIBILITY CRITERIA

Bids are invited from the Architects/Architectural Firms/Companies (hereinafter called Consultant) who meet the following eligibility criteria (to be supported by documentary proof):

1. The Consultant having registered office in Kerala having minimum 10 years of experience in providing Architectural consultancy services for Govt. projects
2. The Consultant should have done at least one Master Plan for any Institutional project of having minimum 10 Hectares (25 acres) of land during the last seven years (ending previous day of the last date of submission of bids for RFP)
3. The Consultant should have successfully completed Architectural consultancy services under a single works order during the last Seven years (ending previous day of the last date of submission of bids for RFP) as below:

One work having a minimum value of 80% of estimated cost

Or

Two works having a minimum value of 50% of estimated cost

Or

Three works having a minimum value of 40% of estimated cost

4. The Principal Architect / Architect of the Consultant should be registered with Council of Architecture
5. The Consultant shall have the following experts in their team :
 - a. At least one Urban Designer with minimum experience of 10 years
 - b. At least two Architects with minimum experience of 10 years
 - c. At least one Landscape Architect with minimum experience of 7 years
6. Financial eligibility:
 - a. The Applicant should have a valid GST Registration.
 - b. The average Annual Turnover by way of professional fee for the past three years ending FY 2021-22 shall be not less than Rs.1.00 Crores. This should be certificate by Chartered Accountant (Format enclosed)

All documents proving eligibility criteria mentioned above shall be submitted along with the Technical Bid.

B. INSTRUCTIONS TO BIDDERS (ITB)

1. GENERAL

- i) The bidders are advised to quote their consultancy fee for executing the job in the format enclosed as **Annexure (Price bid)**
- ii) GST will be extra over the quoted fee.
- iii) The quoted rate shall be inclusive of all Taxes and duties except GST. Applicable GST will be reimbursed at actuals
- iv) All statutory deductions like income tax will be deducted from the bills.

2. SUBMISSION OF BID

Sealed Bids shall be submitted by the bidders in the following manners:

i) Bid document

Two bid system is being followed as below:

Envelope 1

It should contain signed technical bid document in first envelope duly super scribed as **TECHNICAL BID** for Providing Architectural Consultancy Services for Establishing Dharmadom Vengad Global Dairy Village, Kannur, Kerala.

Technical bids shall contain all supporting documents proving eligibility criteria and bid security declaration.

Envelope 2

Price quote of the Consultant for executing the job in the format as per the Annexure to be submitted in envelope 2, duly super scribed as **PRICE BID** for Providing Architectural Consultancy Services for Establishing Dharmadom Vengad Global Dairy Village, Kannur, Kerala.

Both Envelope 1 &2 shall be submitted in sealed envelope marked as Bid for “Providing Architectural Consultancy Services for Establishing Dharmadom Vengad Global Dairy Village, Kannur, Kerala”.

No condition i.e. deviations / assumptions / stipulations / clarifications / comments / any other request whatsoever should be imposed. The conditional offers will be rejected.

The bids shall be submitted to the following address and shall reach on or before the last date and time as prescribed in the NIT:

Deputy General Manager (ID)
HITES
Golden Jubilee Block, HLL Bhavan
Poojappura
Trivandrum -12

ii) **Evaluation**

Technical bids shall be opened first. The bids will be evaluated by the committee constituted by HITES for the same as per the eligibility criteria. Clarifications required if any will be sought from the bidders during the evaluation of bids.

Price Bids of the technically qualified bidders will only be opened and evaluated. The financial Bids of Bidders whose technical Bids are found unacceptable shall be not be opened. HITES shall notify all the technically qualified Bidders of their technical qualification indicating the date, time and venue for opening of financial Bids.

Bid quoted the lowest amount will be ranked as L1 bidder. HITES reserves the right to negotiate with L1 bidder if required.

Letter of Award (LOA) will be issued to the lowest quoted bidder. L1 bidder shall execute agreement with HITES within 10 days of issue of LOA.

iii) The application shall be signed by the Director of the firm or official who has Power of Attorney. All pages of the documents shall be signed and sealed. ALL PAGES OF THE TENDER DOCUMENT SHALL ALSO BE SIGNED AS A TOKEN OF ACCEPTANCE OF THE CONDITIONS.

iv) **Bid security**

Bidder shall submit “Bid Security Declaration” in the format provided along with this tender, duly signed by their authorised representative in their letter head. **Bids received without “Bid Security Declaration” will be summarily rejected.**

3. VALIDITY OF OFFER

Validity of offer shall be 90 days from date of opening. The Bidders shall not be entitled during the said period, to revoke or cancel their Bid or to vary the Bid given or any term thereof, without the consent in writing of the Owner. Failing which the Bid security will be forfeited.

4. Acceptance/ Rejection of Bid

- i) HITES does not bind itself to accept the lowest bid.
 - ii) HITES also reserves the right to accept or reject any or all bids without assigning any reason whatsoever.
 - iii) HITES also reserves the absolute right to reject any or all the bids at any time solely based on the past unsatisfactory performance by the bidder(s) the opinion/decision of the clients regarding the same shall be final and conclusive.
 - iv) This ITB is for selection of Architectural consultants only for the subject work.
5. It will be obligatory on the part of the Bidder sign the Bid documents for all the components & parts. After the contract is awarded, the bidder who is selected will have to enter into an agreement on proforma to be provided by HITES for work awarded, on a non-judicial stamp paper of requisite value at his own cost within 20 days from date of receipt of Letter of acceptance or before the work is undertaken.

Deputy General Manager (ID)
HITES

C. CONDITIONS OF THE CONTRACT

1. Where the context so requires, words imparting the singular only also include the plural and vice versa.

2. **DEFINITIONS**

- i. The “Site” shall mean the land and/or other places on into or through which work is to be executed under the contract or any adjacent land, path or street which may be allotted of used for the purpose of carrying out the contract.
- ii. HITES shall mean “HLL Infra Tech Services Ltd”, having office Golden Jubilee Block, HLL Bhavan, Poojappura P.O, Trivandrum-695012 and shall include their legal representatives, successors and permitted assigns. HITES is acting as Consultant to Dairy Development Department, Government of Kerala (Client).
- iii. The “Competent Authority” means the HITES officials duly designated.
- iv. The ‘Engineer-in-charge means the Technical officer of HITES as the case may be who shall supervise as the in charge of the Works.

3. **SCOPE OF WORK**

The proposal is to develop an integrated and sustainable dairy development activity at Vengad Grama Panchayat coming under Dharmadom Legislative Constituency of Kannur District. The project is proposed to be implemented as a comprehensive integrated and sustainable development model which will include dairying activities other agri-allied activities, apiculture activities, fisheries etc with linkage to farm tourism activities.

- a. **Land details:** The land allotted for proposed Dharmadom Vengad Global Dairy Village is approximately 27 acres.
- b. **Estimated Project Cost:** Rs. 70 Crs Approximately

The execution of the project is planned to be executed in phased manner as below :

SL.NO	PARTICULARS
	PHASE I
01	Open Well and other Water sources
02	Common Parking Facility

03	Boundary Fencing
04	Main Road , Approach Roads and Site Roads
05	Dairy Farm with 300 cattle (Single shed) at SY NO. 5/6
06	Calf Pen + Quarantine cum Isolation Centre at SY NO. 5/6
07	Dairy Plant with processing capacity of 2000 litre per hour at SY NO.5/3,5/4,and 5/5
08	ETP & STP
09	Massive Fodder Cultivation, 4 numbers of Paddock for 15 cattle,
10	Massive Fodder Cultivation in NDZ Category III Zone
11	Biogas with dome type gas storage facility & amp;
12	Aaram Farm – fencing , Fodder Cultivation ,shed for heifer rearing, Office room and other infrastructure facilities
	PHASE II
13	Landscaping
14	Open Market for 20 Farmers in an area of 20,000 Sq. Ft at SY NO.4/1
15	HRD cum Bio Diversity Management Centre (Administrative Block, Digital Library, Sustainable Development & Management Centre, Agriculture Heritage cum Fodder Museum)
16	Solar Power plants (SY. NO 5/4)
17	Open Auditorium, Power Room cum Generator Room (SY .NO 5/4)
	PHASE III
18	Guest House with suit room, staff Cottages and Students hostel at SY.NO 5/2
19	Dharmadom Bees – The Honey village
20	Bamboo Cottages

21	Floating boat jetty at SY.NO. 5/1 (CRZ Area)
22	Pedi cure centre
23	Infrastructure for PROM (Phosphate Rich Organic Manure) SY. NO 5/5

Note: The project execution shall be taken up in different phases. However designing of all facilities shall be done by the consultant in a single phase. Consultant shall include all the facilities (Phase I, II & III) mentioned above in the master plan, concept design , detailed design and drawings.

Detailed scope of the work to be provided by the Architectural Consultant for establishing the Dharmadam – Vengad Global Dairy Village project at Kannur District, Kerala is listed below:

I. Concept/Detailed Architectural Design

The following works will be included, but not limited to, in the scope of work of the selected bidder.

- a) The topographic survey to be conducted by the selected bidder and obtain approval from HITES.
- b) All the designs shall be as per the latest appropriate design codes/standards.
- c) Site visit & meeting with client to discuss requirements and study Gap analysis.
- d) Site Evaluation, analysis, any re-routing of services, concept of existing and proposed development.
- e) Preparation of concept plan based on the above table for AS approval and coordinate the required Master Plan development.
- f) Preparation of internal & external layout with equipment if any, for Dairy farm and Dairy plant.
- g) Specification and estimation of equipment for Dairy farm and Dairy plant.
- h) Preparation of detailed architectural drawings and associated general specifications for the work.
- i) Preparation of DBR & Detailed Project.
- j) Coordination & Consideration of all internal and external services like water supply, sewerage, storm water drainage, rain water harvesting, waste management system, landscaping, development plans showing internal roads, paths, parking lots, paved areas, drains, culverts, compound walls, position of external lighting, indicating position of lifts, AC ducts and other conduits for services, provision for firefighting arrangements, etc complete.
- k) Preparation and submission of power point presentation, interactions with **HITES/Client** regarding the drawings, design and specifications of the work. Preparation of detailed dimensional architectural drawings incorporating all

statutory requirements.

- l) Attending the meetings / presentations of Technical Sanction committee / Client, if required.
- m) The design shall be complied as per Green Building norms.
- n) Obtaining approval of the client/HITES to f, g, h, i, j, k, l& m above and to any subsequent changes which the consultant will carry out as per the requirements of HITES/ client and to computations of design including drawings and provision for services design which shall be in accordance with all the relevant BIS codes of practice.
- o) Approvals/Obtaining NOCs
 - (i) Submission for approval of all the local bodies and other statutory bodies after DPR approval.
 - (ii) Submitting drawings for obtaining NOC's (no objection certificates) from Municipal Corporation/ Local bodies Civil Aviation, Railways and all other relevant agencies after DPR approval.
- p) All topographical survey drawings to be submitted in appropriate scale satisfying readability & clarity. These drawings shall contain contour at every 1m interval.

II. Working drawings stage:-

- a) Design basis report
- b) Consultant shall be responsible for Preparation of detailed architectural drawings (good for construction /working drawings) in HITES drawing format.
- c) Obtaining approval of the HITES in respect of items mentioned in above clause and modifying them, if considered necessary by the HITES.
- d) Submission of drawings for approval of local and other authorities and making any changes required by them.
- e) Preparation of complete working details, schedules, specifications in the manner prescribed by HITES to describe the part/whole project adequately.

III. Execution/ Completion stage

The Consultant shall:

- a) Supply all the approved & duly marked "Good for Construction" (GFC) working drawings, specifications and details in the manner required by HITES for proper execution of the work. (In total 5 sets of approved drawings (architectural) shall be supplied free of charge to HITES along with one reproducible drawing (Soft copy of scanned GFC))
- b) Make scrutiny of any shop drawings of architectural details required in connection with work.
- c) Shall certify final completion of the work and assist HITES for obtaining all the

required completion certificates/ NOCs from the various local authorities and furnish to the HITES the building completion certificate along with five sets of completion plans/ drawings and one set of reproducible drawings in A-1 size (soft copy), and other connected documents. These drawings will be in addition to drawings and details mentioned in above clauses.

- d) The Consultant shall undertake site visit during the execution of work at site and give required suggestions and attend the site meetings. Minimum five site visits (for each phase) to be done by the Consultant at their own cost during the work execution stage. If required the Consultant shall conduct more than five site visits. For the site visit over and above 5 nos., expenses will be borne by HITES.

4. Price Bid

The consultant shall submit their price bid in the format given at Annexure in their letter head duly signed by their authorized representative. The bidder has to quote as a percentage of estimated cost of the project. The total fee payable to the consultant shall be based on the estimated project cost or value of actual work done at site, whichever is less.

5. PAYMENT TERMS

The payment terms will be as follows:

Stage no.	Particulars	% of total fee payable
1	On receipt of Administrative sanction	10%
2	Preparation of detailed architectural plan and presentation and approval of DPR	20%
3	After obtaining Statutory approvals	20%
4	Preparation & submission of tender drawings	20%
5	Preparation & submission of GFC drawings	25%
6	After successful completion of the work by the Contractor (Phase I , Phase II & Phase III separately)	5%

Note:

- Stage 1 – Payment based on preliminary estimate.
- Stage 2, 3, 4 & 5 - Payment based on detailed estimate after adjusting excess payment if any already paid on stage 1.

- Stage 6 - Payment based on estimate value or actual executed value of work by the contractor whichever is less after adjusting excess payment if any already paid

6. Security Deposit

An amount equivalent to 5% (Five percent) of the total amount payable to the Architects shall be deducted progressively from each bill towards the Security Deposit for fulfilling the terms of contract faithfully and honestly. The total amount of security deposit to be deducted shall be 5% of the total fee payable to the architect.

The Security deposit can be released on submission of Bank guarantee for an equal amount.

The Security deposit will be refunded only after the completion of the project in all respect and submission of completion certificate from the local authority, if required.

7. Additions & Alterations

- i) HITES shall have the right to request in writing for additions, alterations, modifications or deletions in the design and drawing of any part of the work and to request in writing for additional work in connection therewith and the Architects shall comply with such requests.
- ii) That if the HITES deviates substantially from the original scheme which involves for its proper execution extra services, expenses and extra labour on the part of the Architects for making changes and additions to the drawings, specifications or other documents due to rendering major part or whole of his work infructuous, the Architects may then be compensated for such extra services and expenses on quantum merit basis at percentage applicable under this agreement and to be determined mutually unless such changes, alterations are due to Architect's omissions and/or discrepancies, including changes due to changes required by Architects. The decision of HITES shall be final on whether the deviations and additions are substantial as requiring any compensation to be paid to the Architects. However, for the minor modification or alteration which does not affect the entire design, planning etc., no amount will be payable.

8. Time Schedule:

- i. Preparation of Concept plan & Master plan development – within 15 days from the date issue of Work Order.
- ii. Preparation of PPR – within 5 days from the date of approval of Concept plan.
- iii. Detailed Architectural drawings – 20 days from the date of approval of the PPR.
- iv. Preparation of DPR – within 5 days from the date of approval of the PPR.
- v. Preparation of tender drawings and detailed GFC drawings within 15 days from

- the approval of the DPR.
- vi. Preparation and submission of Architectural drawings for building permit & all statutory approvals and NOC within 15 days from the approval of the DPR.
 - vii. The consultant shall render services during the execution stage of project as mentioned on Sl. III under scope of work.

9. Compensation for delay:

The time allowed for carrying out the work, as specified above, shall be strictly observed by the Consultant and shall be deemed to be the essence of the contract on the part of the Architect. The work shall throughout the stipulated period of the contract, be processed with all diligence and in the event of failure of the Consultant to complete the work within time schedule as specified above or subsequently notified to them, the Consultant shall be liable to pay the HITES compensation at the rate not exceeding 1% (one percent only) to the total fee of the architect as per the contract per week of delay subject to maximum of 10% (Ten percent) of the total fee. HITES being sole judge for the assessment of delay.

10. Risk & Cost Clause:

In case progress of any part of work is found to be unsatisfactory by HITES at any time during the execution vis-à-vis the terms of contract, HLL shall give the Consultant a fortnight's notice in writing asking for their plans for remedying the situation and to complete the job within the time decided by HITES, subject however to the conditions that the entire work falling within their scope of work shall be completed within the stipulated time. On the failure to remedy the situation as per agreed time with HITES, HITES shall have the right to withhold that portion of the work and get the same done at the risk and cost of the Contractor after giving one weeks' notice. For execution of balance work under risk and cost, the amount deducted towards performance security or amount payable to the Consultant will be utilized by HITES.

11. Termination of Contract

HITES reserves the right to terminate, or postpone the work on account of fulfillment of contractual obligation(s) or any sufficient cause, HITES being sole judge of the same. The Consultant shall be paid for the useful work done up to the date of termination. HITES shall determine the credit to be given to the Consultant for the value of the work executed by the Consultant. The Consultant shall give HITES all the data, compiled report, drawings etc. prepared by them till the date of termination before the final dues are paid to the Consultant. Even after the termination of agreement, the Consultant shall continue to cooperate with HITES to such a reasonable extent as may be necessary to clarify or explain any reports or recommendations in documents or detailing made by them.

12. Breach of Trust

Unless otherwise directed by HITES specifically, the Consultant shall not contact directly or indirectly the Client or any other authorities connected with the project. Non-compliance of this clause shall be treated as breach of trust resulting in the termination of contract between HITES and the Consultant for which without any prior notice to him. In such event, no job will be entrusted to him in future by HITES.

13. Confidentiality

The Consultant agrees that all knowledge and information not within the public domain which may be acquired during the carrying out of this contract shall be for all time and for all purpose regarded as strictly confidential and shall not be directly or indirectly disclosed to any person without the written permission of HITES.

14. Discussions with HITES and Approvals

The Consultant shall make themselves available at reasonable notice to be present for discussions with HITES if required. The Consultant shall also provide assistance, advice and information to HITES as may be required from time to time for discussions with HITES officials or other agencies appointed by HITES connected with the work.

The Consultant shall get approved the work done by him at every stage throughout the period from HITES. However, such approval by HITES shall not be deemed to absolve the Contractor of the total responsibility of the correctness and soundness of the work and other obligations under this contract.

15. Guarantee and liability of the Consultant

The Consultant shall be liable for all consequence of errors and omissions arising from errors solely attributable to Consultant or on the part of their employees to the extent and with the limitation specified by HITES.

16. Dispute Resolution

Any disputes or differences whatsoever arising out of the contract shall be mutually discussed and settled by the parties. All disputes or differences whatsoever arising between the parties to this contract which cannot be settled by mutual discussion shall only be settled by the Court of law. The courts at Thiruvananthapuram shall have jurisdiction to entertain and adjudicate any disputes.

D. SALIENT FEATURES OF CONSULTANCY WORK

1) PRELIMINARY DRAWINGS:

- a) The site plan shall be in 1:200 scale and remaining drawings like floors and terrace plans, elevations and sections etc. shall be in scale 1:100.
- b) Minimum two sections shall be prepared. One section through staircase/ lift pits and another as general section. Sections needed to indicate any special features shall be an addition to these two sections.
- c) Brief specifications to be followed for preparing preliminary estimates shall be finalized in consultation with the Employer.

2) WORKING DRAWINGS:

- a) Master plan shall be in 1:200 or appropriate scale for good clarity of representation.
- b) All floors plans and Terrace plans, shall be in Scale 1:100 or higher scales appropriate for good clarity of representation.
- c) Site development details shall be provided in suitable scale or higher scales appropriate for good clarity of representation.
- d) Elevations and wall sections Plans shall be in suitable scale or higher scales appropriate for good clarity of representation.
- e) Large scale details for specific details like floor tile patterns, features, reflected ceiling plans shall also be supplied as needed.
- f) Internal and external equipment layout shall be in Scale 1:100 or higher scales appropriate for good clarity of representation.
- g) Plans, elevations, sections and other details of fixed furniture shall be in suitable scale or higher scales appropriate for good clarity of representation.
- h) Internal elevations as required shall be supplied.
- i) All drawings shall be submitted in hard copy and PDF in A1 size.

3) AS BUILT DRAWINGS

All floor plans, terrace plans, elevation and section in suitable scale or higher scales appropriate for good clarity of representation.

EMD Form

Proforma for Earnest Money Deposit /Bid Security Declaration

Whereas, I/we(name of agency) have submitted bids for (Name of work). I/we hereby submit following declaration in lieu of submitting Earnest Money Deposit.

(1) If after the opening of tender, I/we withdraw or modify my/our bid during the period of validity of tender (including extended validity of tender) specified in the tender documents,

Or

(2) If, after the award of work, I/we fail to sign the contract, or to submit performance guarantee before the deadline defined in the tender documents, I/we shall be suspended for one year and shall not be eligible to bid for tenders invited by HITES from date of issue of suspension order.

Signature of the Bidder

(Note: the declaration shall be submitted by all the bidders in their company letter head duly signed & sealed by the authorized signatory bidder)

Format for Financial Capacity of the Bidder

Financial Year	Turnover by way of Professional Fee (Rs)
FY 2019-20	
FY 2020-21	
FY 2021-22	
Average Annual Turnover over the past three years	

Certificate from the Statutory Auditors

This is to certify that(name of the Consultant) has received the payments shown above against the respective years on account of professional fees.

Name of the
Auditor firm:
Seal of the
audit firm FRN
No. _____
(UDIN)

Annexure

Price Bid

From

.....

To

Deputy General Manager (ID)

HITES

Golden Jubilee Block, "HLL Bhavan"

Poojappura, Trivandrum-12

Name of work: Providing Architectural Consultancy Services for Establishing
Dharmadom Vengad Global Diary Village, Kannur, Kerala

Tender No. : HITES/IDS/GDV-DRMDM-KNR/ARCH/23/18

Particulars	Percentage of estimated cost of the project (excl. GST)
Providing Architectural Consultancy Services for Establishing Dharmadom Vengad Global Diary Village, Kannur, Kerala as per the complete scope of work mentioned in the tender document	

Name of bidder

Authorized signatory along with the seal

Note: (i) Price Quote shall be prepared and submitted in Consultant's letter head, duly signed & sealed by their authorised representative
(ii) Quoted amount shall be inclusive of all taxes and duties, except GST.