



# **TRAVANCORE DEVASWOM BOARD**

SABARIMALA DEVELOPMENT PROJECT, PATHANMATHITTA-689 645

## **NOTICE INVITING EXPRESSION OF INTEREST (EOI)**

**For availing the service of a consultant for evolving the technology for installing roofing structure over the Holy Eighteen steps for the smooth performance of “Padipooja” in Sabarimala Devaswom**

**NOTICE INVITING EXPRESSION OF INTEREST (EOI)**

1. TDB invites Expression of Interest offers from reputed Consultant/Technical Consultancy firms for **evolving the technology for installing roofing structure over the Holy Eighteen steps for the smooth performance of “Padipooja”** as per schedule as under:

Name of Work	: Engaging Consultant /Technical Consultancy firms for evolving the technology for installing roofing structure over the Holy Eighteen steps for the smooth performance of “Padipooja” in Sabarimala Devaswom under Travancore Devaswom Board
Client /Owner	: Travancore Devaswom Board
Brief Scope of Work	: Engaging Consultant /Technical Consultancy firms for <b>evolving the technology for installing roofing structure over the Holy Eighteen steps for the smooth performance of “Padipooja”</b> in Sabarimala Devaswom under Travancore Devaswom Board
Time of Completion of Work	: 12 Months
Defect Liability Period	: 12 Months
Non – refundable cost of Tender/Bid Document	: <b>Rs.10,000+ (GST Rs. 1,800/-)</b> in the form of DD favour of Executive Engineer, SDP, Pathanamthitta
Last date and time of submission of bid	: <b>Up to 5.00 PM on 08/03/2021</b>
Date and time for Pre-bid meeting	: <b>On 01/03/2021 at 11.00AM</b>
Date & time of opening Technical Bid	: <b>On 09/03/2021 at 11.00AM</b>

The tender document can be downloaded from the website **[www.travancoredevaswomboard.org](http://www.travancoredevaswomboard.org)**

“Corrigendum, if any, would appear only on the TDB website and not be published”.

## **2.0 Minimum Qualification Criteria**

The interested Consultant /Technical Consultancy firms for participation in the tender should meet the following minimum qualifying criteria:

### **2.1 Technical Criteria**

Experience of having successfully completed works during the last 5 years ending last day of the previous to the one in which applications are invited:

- a) The intending Consultant /Technical Consultancy firms should have engaged one project of Rs.1.5 Crore or two projects of Rs.75 Lakhs or Three projects of 50.0 lakhs in past 3 years. (Experience Certificate should be enclosed)

### **2.2 Annual Turnover**

Average annual financial turnover of Consultant /Technical Consultancy firms should be not less than 1 crores during the immediate last 3 consecutive financial years.

### **2.3 Similar Works**

Similar works means project consisting of Religious building like Temples, public spaces or Institutional Complexes with an average foot print of 5000 per day.

**2.4** Joint venture/ consortia of firms/ companies shall not be allowed to participate in the Bidding process and if it is found at any stage before and after award of work, the EMD, any other security deposit and / or any other sums payable to such JV/Consortia shall stand forfeited. Further contract, if already awarded, without the prejudice of any other rights or remedy available to TDB under any of the clauses of this GCC, shall stand terminated.

2. The intending tenderer(s) must read the terms and conditions of this GCC carefully. He should only submit his bid if eligible and in possession of all the documents required.
3. Information and instructions for tenderer(s) posted on website shall form part of bid document.

4. The bid document consisting of scope of work and the set of terms and conditions of the contract to be compiled with and other necessary documents can be seen and downloaded from website [www.travancoredevaswomboard.org](http://www.travancoredevaswomboard.org)
5. Consultant /Technical Consultancy firms must ensure to quote rate in percentage.
6. Notwithstanding anything stated above, TDB reserves the right to assess the capabilities and capacity of the tenderers to perform the contract in the overall interest of TDB.
7. The tenderer(s) is/are required to quote strictly as per the terms and conditions, specifications, standards given in the tender documents and not to stipulate any deviations.
8. The tenderer(s) if required, can participate in the pre-bid meeting on 01/03/2021 to seek clarifications at the Office of the Executive Engineer, Sabarimala Development Project, Travancore Devaswom Board, Pathanamthitta, Pin-689 645. No individuals advice will be sent to any bidder.
9. TDB reserves the right to reject any or all tenders or cancel/withdraw the invitation for the bids without assigning any reason whatsoever and in such case no tender/intending tenderer shall have any claim arising out of such action.
10. List of documents to be submitted within the period of bid submission.
  - a) Demand Draft of any nationalized or approved Scheduled bank against EMD.
  - b) Demand Draft of any nationalized or approved Scheduled bank towards cost of Bid Document
  - c) Letter of acceptance of tender condition, in the prescribed format as Annexure-I shall be submitted to the Office of the Executive Engineer, Sabarimala Development Project, Travancore Devaswom Board, Pathanamthitta.
  - d) Copy of GST registration number.
  - e) Any other details as per tender, if any.

#### **11. Earnest Money Deposit**

- i. Earnest Money Deposit of amount as mentioned in Tender required to be submitted along with the tender shall be in the form of demand Draft payable at place as mentioned in Tender in favour of Travancore Devaswom Board from any Nationalized or approved scheduled bank. The bank Guarantee towards EMD is also acceptable (in the prescribed format as per Section-6 of GCC) issued from any Nationalized Bank.

- ii. The EMD shall be valid for a minimum period of 180 (One Hundred and Eighty) days from last day of bid. The EMD shall be submitted in original to the Office of the Executive Engineer, Sabarimala Development Project, Travancore Devaswom Board, Pathanamthitta
  - iii. The EMD of the successful consultant will be discharged after the consultant has furnished the required acceptable performance guarantee and has signed the contract agreement whichever is later.
  - iv. No interest shall be paid by the TDB on the EMD.
  - v. The EMD may be forfeited.
  - vi. If a consultant withdraws the bid after bid opening during the period of validity.
  - vii. In the case of a successful consultant, if the consultant fails to sign the Agreement within 10 days from the date of issue of LOA or furnish the required performance security or fail to commence the work within the stipulated time period prescribed in the contract.
12. Interested Consultant /Technical Consultancy firms who wish to participate in the bid has also to make following payments in the form of Demand Draft of nay nationalized or approved Scheduled Bank and to be submitted.

**13. Set of Tender Documents**

The following documents will constitute set of tender documents:

- a) Notice Inviting Tender
- b) Quoting Sheet for Tenderer
- c) General Conditions of Contract
- d) Special Conditions of Contract (SCC)
- e) Site Layout/Plan, Drawings if any available
- f) Integrity Pact
- g) Corrigendum, if any
- h) Other documents, if any

**14. Mode of Submission**

The tenderer must submit the Technical bids in separate sealed envelopes addressed to the Executive Engineer, Sabarimala Development Project, Travancore Devaswom Board, Pathanamthitta, Pin-689 645.

- a) Demand Draft/Pay order or Banker's Cheque/FDR/Bank Guarantee of any Nationalized or approved Scheduled Bank against EMD.
- b) Demand Draft/Pay order or Banker's Cheque of any Nationalized or approved Scheduled Bank towards cost of Bid Document.
- c) All the documents related with minimum qualifying criterion clause No. 2.0 to 2.3
- d) Letter of Acceptance of tender condition in the Prescribed format as Annexure-I shall be submitted to the Executive Engineer, Sabarimala Development Project, Travancore Devaswom Board, Pathanamthitta.
- e) Technical bid Format, Form A to I duly filled, stamp and signed.
- f) Any other details as per Tender document.

The envelope containing Technical bid should also indicate clearly the name of the tenderer and his address. In addition the left hand top corner of the envelope or container should indicate the name of the work, name of the document in the envelope with bid opening date and time and addressed to address mentioned above and shall reach on or before **8<sup>th</sup> March 2021 up to 17.00 hrs**. The bids shall be opened on **09/03/2021 at 11.00AM**.

Technical bid documents submitted by intending tenderes shall be opened only of those tenderes, whose Earnest Money Deposit, Cost of Bid, document and tender processing fee and other documents placed in the envelope are found in order.

**The Financial bid of those tenderers whose documents are found to be in order shall be opened. The date of opening of Financial bid shall be informed to the tenderer by Email.**

The bid submitted shall become invalid/Email.

- i. The tenderer is found ineligible.
  - ii. The tenderer does not upload all the documents (including service tax registration) as stipulated in the bid document.
  - iii. If any discrepancy is noticed between the documents as uploaded at the time of submission of bid and hard copies as submitted physically in the office of tender opening authority.
  - iv. Tenderes in which any of the prescribed conditions are not fulfilled or found incomplete in any respect are liable to be rejected.
15. Before the last time and date of submission of bid as notified, the tenderer can submit revised bid any number of times.

16. The bid for the works shall remain open for acceptance for a period of 150 days from the last date of submission of bid including the extension given, if any. In case any tenderer withdraws his bid before the said period or issue of letter of acceptance, whichever is earlier, or makes any modifications in the terms and conditions of the bid which are not acceptable to the TDB, then the TDB shall without prejudice to any other right or remedy, be at liberty to forfeit the said earnest money as aforesaid. Further the tenderers shall not be allowed to participate in the re-bidding process of work.
17. The acceptance of any or all tender(s) will rest with the TDB who does not bind itself to accept the lowest tender and reserves to itself the right to reject any or all of the tenders received without assigning any reason thereof.
18. On acceptance of tender, the name of the accredited representative(s) of the Planners/ Architect who would be responsible for taking instructions from Engineer-in Charge or its authorized representative shall be intimated within 07 days of issue date of letter award by TDB.
19. Date of start of work shall be reckoned from the 10<sup>th</sup> day after issue of the letter of Award by the TDB.
20. The award of consultancy work, execution and completion of work shall be governed by tender documents consisting of (but not limited to) Letter of Award/Letter of work order, Price bid, Special Conditions of Contract, General Conditions of Contract etc. the tenderers shall be deemed to have gone through the various conditions while making/preparing their technical & financial proposals & submitting the Bid(s) including site conditions, topography of land, drainage and accessibility etc. or any other condition which in the opinion of tenderer will affect his price/rates before quoting their rates.
21. **Method Of Application**
  - i. If the bidder is an individual, the application shall be signed by him above his full type written name and current address.
  - ii. If the bidder is a proprietary firm, the application shall be signed by the proprietor above his full type written name and the full name of his firm with its current address.
  - iii. If the bidder is a firm in partnership, the application shall be signed by all the partners of the firm above their full type written names and current addresses or alternatively by a partner holding power 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 bidder is a limited company or a corporation, the application shall be signed by a duly authorized person holding power of attorney. The applicant should also furnish a copy of the Memorandum of Articles of Association duly attested by a Public Notary.

## 22. **Financial Information**

Bidder should furnish the following financial information:

- a) Annual financial statement for the last three years (in Form "G"). This should be supported by audited balance sheets and profit and loss accounts (with all schedules attached) duly certified by a Chartered Accountant.
- b) Name & Address of the bankers.

## 23. **Experience In Works Highlighting Experience In Similar Works**

Bidder should furnish the following:

- a) List of all similar works successfully completed during the last 5 years (in Form E).
  - b) List of the projects under execution or awarded (in Form F).
  - c) Particulars of completed works and performance of the tender duly authenticated/certified by the officer not below the rank of **Executive Engineer** or equivalent should be furnished separately for each work completed or in progress of concerned clients covering the required information as asked for in Form E & F. the work completion/experience certificates issued by other than Govt Dept/PSU shall be supported by the copies of the TDS certificates issued by the owner of the project.
24. The value of executed works shall be brought to the current level by enhancing the actual value of work done at simple rate of 7% per annum, calculated from the date of completion to last date of submission of tender



**ACCEPTANCE OF TENDER CONDITION**

From: (on the letter head of the company by the authorized officer having power of attorney)

To

The Executive Engineer

Sabarimala Development Project

Pathanamthitta

Sub:

Sir

1. This has reference to above referred tender. I/we are pleased to submit our tender for the above work and I/we hereby unconditionally accept the tender conditions and tender documents in its entirety for the above work.
2. I/We are eligible to submit the bid for the subject tender and I/We are in possession of all the documents required.
3. I/We have viewed and read the terms and conditions of TDB carefully. I /we have downloaded the following documents forming part of the tender document:
  - a. Notice inviting Tender
  - b. Quoting Sheet for tenderer
  - c. General conditions of contract
  - d. Special conditions of contract
  - e. Site/ layout plan, drawings if available
  - f. Integrity pact
  - g. Corrigendum, if any
  - h. Other documents, if any
4. i/we have uploaded the mandatory scanned documents such as cost of bid document and other documents as per notice inviting tender.

Yours Faithfully

Dated:

(signature of the tenderer with rubber stamp)

**INTEGRITY PACT**

**Between**

Travancore Devaswom Board (TDB) herein after referred to as “**The Executive Engineer, SDP, Pathanamthitta**” (which expression, unless repugnant to the context there of, shall mean and include its legal representatives, heirs and assign)

**AND**

\_\_\_\_\_ hereinafter referred to as “**The Bidder/Contractor**” (which expression, unless repugnant to the context there of, shall mean and include its legal representatives, heirs and assign)

**PREAMBLE**

The Executive Engineer intends to award, under laid down organizational procedures, contract/s for \_\_\_\_\_. (**Name of the contract**) (**hereinafter referred to as the “project”**). The Executive Engineer values full compliance with all relevant laws of the land, rules, regulations, economic use of resources and of fairness/transparency in its relations with its Bidder(s) and/or Contractor(s).

**Action 1 – Commitments of the Executive Engineer, SDP Pathanamthitta.**

1. The Executive Engineer SDP Pathanamthitta. commits itself to take all measures necessary to prevent corruption and to observe the following principles:-
  - a) No employee of the Executive Engineer, SDP Pathanamthitta. personally or through family members, will in connection with the tender for, or the execution of a contract, demand, take a promise for or accept, for self or third person, any material or immaterial benefit which the personal is not legally entitled.
  - b) The Executive Engineer, SDP Pathanamthitta will during the tender process treat all Bidder(s) with equity and reason. The Executive Engineer, SDP Pathanamthitta 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 process or the contract execution.
  - c) The Executive Engineer, SDP Pathanamthitta will exclude from the process all known prejudiced persons. The Executive Engineer, SDP Pathanamthitta shall obtain bids from **only** those parties who have been short-listed or pre-qualified or through a process of open

advertisement/ web publishing or any combination thereof.

2. If the Executive Engineer, SDP Pathanamthitta obtains information on the conduct of any of its employees which is a criminal offence under the IPC/PC Act, or if there be a substantive suspicion in this regard, the Principal will inform the Chief Vigilance Officer and in addition can initiate disciplinary actions.
3. The Executive Engineer, SDP Pathanamthitta will enter into agreements with identical conditions with all contractors/ bidders for different work packages in the aforesaid project.
4. The Executive Engineer, SDP Pathanamthitta will disqualify from the tender process all contractors/ bidders in the range of Rs 50 crores and above, who do not sign this pact or violate its provisions.

## **Section 2 – Commitments of the Bidder(s)/Contractor(s)**

1. The Bidder(s)/Contractor(s) commit 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 persons or firm, offer promise or give to any of the Executive Engineer's employees involved in the tender process or the execution of the contract or to any third person any material or other benefit which he/she is not legally entitled to, in order to obtain in exchange any advantage or during the execution of the contract.
  - b. The Bidder(s)/Contractor(s) will not enter with other Bidders into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non submission of bids or any other actions to restrict competitiveness or to introduce cartelization 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)/Contractors will not use improperly, for purposes of competition or personal gain, or pass on to others, any information or documents provided by the Executive Engineer, SDP Pathanamthitta 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 name and address of the Agents/representatives in India, if any. Similarly, the bidder(s)/contractor(s) of Indian Nationality shall furnish the name and address of the foreign principals, if any. All the payments made to the India agent/representative have to be in Indian Rupees only.

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

### **Section 3: Disqualification from tender process and exclusion from future contract**

1. If the Bidder(s)/Contractor(s), before awarding the project or during execution has committed a transgression through a violation of Section 2 above or in any other form such as to put his reliability or credibility in question, the Executive Engineer, SDP Pathanamthitta is entitled to disqualify the Bidder(s)/Contractor(s) from the tender process or to terminate the contract, if already signed, for such reasons.
2. If the contractors/Bidders has committed a transgression through a violation of any of the terms under section 2 above or in any other form such as to put his reliability or credibility in to question, the Executive Engineer, SDP Pathanamthitta will also be entitled to exclude such contractors/ bidders from future tenderes/ contract award processes. The imposition and duration of the exclusion will be determined by the Executive Engineer, SDP Pathanamthitta, keeping in view of the severity of the transgression. The severity will be determined by circumstances of the case, in particular, the number of transgressions and/or the amount of damage.
3. It is observed after payment of final bill but before the expiry of validity of Integrity pact that the contract has committed a transgression, through a violation of any of the terms under section 2 above or any other terms of this pact, during the execution of contract, the Executive Engineer, SDP Pathanamthitta will be entitled to exclude the contractor from further tender/contract award process.
4. The exclusion will be imposed for a minimum period of six months and a maximum period of three years.
5. If the contractor /bidders can prove that he has resorted/recouped the damage to the Executive Engineer, SDP Pathanamthitta caused by him and has installed a suitable corruption prevention system , the Executive Engineer, SDP Pathanamthitta may at its sole discretion, revoke or reduce the exclusion period before the expiry of the period of such exclusion.

### **Section 4 : Compensation for Damages**

1. If the Executive Engineer has disqualified the Bidder(s) from the tender

process prior to the award according to Section 3, the Executive Engineer is entitled to demand and recover the damages equivalent to Earnest Money Deposit/Bid Security.

2. If at any time after the awarding of the project, the Executive Engineer has terminated the contract according to Section 3, or if the Executive Engineer is entitled to terminate the contract according to Section 3, the security deposit/performance bank guarantee furnished by the contractor, if any as per the terms of the Devaswom Board/ contract shall be forfeited without prejudice to any other legal rights and remedies available to the Executive Engineer under the relevant clauses of General/ Special conditions of the contract.
3. The contractor/ bidder understands and agrees that, this will be in addition to the disqualification and exclusion of the bidder/contractor as may be imposed by the Chief Engineer in terms of section 3 above.

#### **Section 5 : Previous Transgression**

1. The Bidder declares that no previous transgressions occurred in the last three years with any other company in any country conforming to the anti corruption approach as detailed herein with government/or with any other public sector enterprise in India that could justify his exclusion from the tender process.
2. If the bidder makes incorrect statement on this subject, he can be disqualified from the tender process and appropriate action can be taken including termination of the contract, if already awarded, for such reason.

#### **Section 6: Criminal charges against violation Bidder(s) / Contractor(s) / Sub-contractors(s).**

If the Executive Engineer obtains knowledge of conduct of a Bidder(s)/ Contractor(s) or any employee or a representative or an associate of a bidder or contractor which constitutes a criminal offence under the IPC/PC Act, or if the Executive Engineer has substantive suspicion in this regard, the Executive Engineer will inform the same to the Chief Vigilance Officer.

#### **Section 7 : Pact Duration**

This pact begins when both parties have legally signed it. It expires for the Contractor 3 months after the last payment under the contract, and for all other Bidder 2 months after the contract has been awarded.

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

**Section 8 : Other Provisions**

- This agreement is subject to Indian Law. Place of performance and jurisdiction is the registered office of the Executive Engineer SDP TDB
- Changes and supplements as well as termination notices need to be made in writing. Side agreements have not been made.
- If the contractor is a partnership or a consortium, this agreement must be signed by all partners or consortium members.
- Should one or several provisions of this agreement turn out to be invalid, the remainder of this agreement remains valid. In this case, the parties will strive to come to an agreement to their original intentions.
- Where ever he or his as indicated in the above sections, te same may be read as he/she or his/her, as the case may be.

(For & on behalf of the

Executive Engineer, SDP Pathanamthitta)

(For & on behalf of Bidder/Contractor)

(Office Seal)

(Office Seal)

Place \_\_\_\_\_

Date \_\_\_\_\_

Witness 1 :  
(Name & Address)

Witness 1 :  
(Name & Address)

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Witness 2 :  
(Name & Address)

Witness 2 :  
(Name & Address)

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**AFFIDAVIT**

(To be submitted by bidder on non-judicial stamp of Rs.100/- (Rupees Hundred only) duly attached by Notary Public)

**(To be submitted in Envelope-1)**

Affidavit of Mr..... S/o ..... R/o  
.....

I, the deponent above named do hereby solemnly affirm and declare as under:

1. That I am the proprietor /Authorized signatory of M/s.....  
having its Head office/ Regd office at .....
2. That the information/ documents/ Experience certificates submitted by M/s  
..... along with this tender for ..... (Name  
of Work) to TDB are genuine and true and nothing has been concealed.
3. I shall have no objection in case TDB verifies them from issuing authority (ies). I shall  
also have no objection in providing the original copy of the document (s), in case TDB  
demand so for verification.
4. I hereby confirm that in case, any document information & Or Certificate submitted by  
me found to be incorrect /false /fabricated, TDB at its discretion may  
disqualify/reject/terminate the bid or contract and also forfeit the EMD for all dues.
5. I shall have no objection in case TDB verifies any or all bank guarantee under any of the  
clauses of contract including those issued towards EMD and performance guarantee from  
zonal branch or office issuing bank I/we shall have no right or claim on my submitted  
EMD before TDB receives said verification.
6. That the bank guarantee issued against the EMD issued by( name and address of the  
bank) is genuine and if found at any stage to be incorrect or false or fabricated, TDB  
shall reject my bid, cancel prequalification and debar me participating in any future  
tender for 3 years.

**I..... the proprietor /Authorized  
signatory of M/s .....do hereby confirm that the  
contents of the above Affidavit are true to my knowledge and nothing has been  
concealed there from..... and that no part of it is false verified at  
.....this .....day of .....**

**DEPONENT ATTESTED BY (NOTARY PUBLIC)**

**Financial Bid**

(On the letter head of the bidder)

(The envelope shall be marked as Financial Bid will contain consultancy fee for executing the job in the format enclosed).

Name of Work : Engaging Consultant /Technical Consultancy firms for evolving the technology for installing roofing structure over the Holy Eighteen steps for the smooth performance of “Padipooja” in Sabarimala Devaswom under Travancore Devaswom Board

Name of Firm/Architect :

Address :

I/we hereby agree to render consultancy services for the project as defined in the tender documents and also agree to abide by all the terms and conditions put forth in the said tender documents enclosed and my/our fee for the above all services will be ..... % (..... Percent) on total project cost + GST (extra). The above fee shall remain firm till the completion of the project in all respect.

**Signature & Seal of the Consultant/Technical Consultancy firm**



# **FORMATS**

**Format part of Technical Proposal - Form A to I**

**GENERAL INFORMATION****Form-A**

1	Name of Applicant /company	
2	Address for correspondence	
3	Contact Person : Telephone Nos : Fax Nos : Mobile :	
4	Type of organization : a) An individual b) A proprietary firm c) A firm in partnership (Attach copy of Partnership) d) A Limited Company (Attach copy of Article of Association) e) Any other (mention the type)	
5	Place and Year of Incorporation	
6	Details of Registration /Membership with council of architects or Institute of Engineers or such other institute (Attach copy)	
7	Name of director /Partners in the organization and their status along with their qualifications.	
8	Name (s) of the persons along with their qualification and designation, who is authorized to deal with TDB (Attach copy of Power of Attorney)	
9	Organization chart of Key personal	
10	Details of Awards/ Appreciations supported with document to be submitted	
11	Any other information	

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**Form -B**

**Organization setup of the company**

**(Details to be furnished in the following format)**

<b>Sl. No.</b>	<b>Name</b>	<b>Designation</b>	<b>Qualification</b>	<b>Professional experience and details of work carried out</b>	<b>Registration No. with validity</b>	<b>Years with firm</b>	<b>Remarks</b>

**Note:**

- 1. Certificates of qualification are required to be attached**

**Form-C****Details of Specialist Associate Architect working on regular Basis with firm:**

<b>Sl. No.</b>	<b>Specification</b>	<b>Name of Associate</b>	<b>No of Joint works undertaken</b>
<b>A</b>	<b>Urban Designer/Town Planner</b>		
<b>B</b>	<b>Architect</b>		
<b>C</b>	<b>Draftsman</b>		
<b>D</b>	<b>Electrical Services</b>		
<b>E</b>	<b>Vastu Expert</b>		
<b>F</b>	<b>Estimator</b>		
<b>G</b>	<b>HVAC consultant</b>		
<b>H</b>	<b>Any other relevant information</b>		

**Form-D**

**Details of Office Space and infrastructure with firm:**

<b>Sl. No</b>	<b>Criteria</b>	<b>Details</b>
<b>1</b>	<b>Office space (sqm)</b>	
<b>2</b>	<b>Computers plotters etc</b>	
<b>3</b>	<b>Software</b>	

**Form-E**

**Details of work completed during the last 5 Years**

**(Details to be furnished in the following format)**

<b>Sl. No.</b>	<b>Name of work</b>	<b>Scope of Services</b>	<b>Value of Construction</b>	<b>Date of start/completion</b>	<b>Name &amp; Address of the client</b>	<b>Remarks</b>

**Note:**

**The following documents are to be enclosed for each of the above work**

- 1. Completion certificate**
- 2. Copy of Award letter**
- 3. Other relevant documentary evidence if any.**

**Form-F**

**Details of on-going work**

**(Details to be furnished in the following format)**

<b>Sl. No</b>	<b>Name of work</b>	<b>Scope of services</b>	<b>Value of construction</b>	<b>Date of star / % completion</b>	<b>Name &amp; Address of the client</b>	<b>Remarks</b>

**Note:**

- 1. The scope of services means whether the consultancy job included completed architectural planning and drawing, preparation of estimates or any other allied services (please specify)**
- 2. The following documents are to be enclosed for each of the above work**
  - 1) Copy of Award letter**
  - 2) Other relevant documentary evidence, if any**
  - 3) In case of on –going work with TDB performance certificate in Performa as per form I be attached**

**Form-G**

**Turn over the last three years:**

<b>Sl. No.</b>	<b>Financial year</b>	<b>Free Earned</b>	<b>Remarks</b>
1	2019-2020		
2	2018-2019		
3	2017-2018		

**Note:**

**In addition to the above the applicant has to submit the following documents? Information**

- 1. Copy of Balance sheets (s)**
- 2. Copy of Valid Service Tax Number**
- 3. Copy of PAN /TAN card**
- 4. Details of litigations, if any**
- 5. Other relevant details, if any**

**Signature of Chartered**

**Accountant with Seal**

**Seal and Signature of Applicant**

**Applicant/Firm**



**AFFIDAVIT**

**(TO BE SUBMITTED ON NON-JUDICIAL STAMP PAPER OF MINIMUM Rs. 10/-  
DULY CERTIFIED BY NOTARY PUBLIC)**

Affidavit of Mr.....S/o .....

R/o.....

**I, the deponent above named do here by solemnly affirm and declare a under:**

- 7. That I am the proprietor /Authorized signatory of M/s.....  
having its Head office/ Regd office at .....
- 8. That the information/ documents/ Experience certificates submitted by M/s  
..... along with this tender to TDB are genuine and true and  
nothing has been concealed.
- 9. I shall have no objection in case TDB verifies them from issuing authority (ies). I  
shall also have no objection in providing the original copy of the document (s), in  
case TDB demand so for verification
- 10. I hereby confirm that in case, any document information & Or Certificate  
submitted by e found to be incorrect /false /fabricated, TDB at its discretion may  
disqualify/reject my application for pre-qualification out rightly and also debar  
me/M/s.....from participating in any future tenders/PQ.

**DEPONENT**

I..... the proprietor /Authorized signatory of M/s  
.....do hereby confirm that the contents of the above Affidavit  
are true to my knowledge and nothing has been concealed there from .....and that  
no part of it is false verified at .....this .....day of .....

**DEPONENT**

**Form-I**

**PERFORMA OF PERFORMANCE CERTIFICATE IN RESPECT OF  
PERFORMANCE ON PROJECTS UNDER EXECUTION OF TDB**

Name of the Tender inviting Authority of TDB.....

(This Performa shall be furnished for each project under execution with TDB as mentioned below)

<b>1</b>	<b>Project Title &amp; location</b>	
<b>2</b>	<b>Contracted amount as per LOI</b>	
<b>3</b>	<b>Date of start/commencement as per LOI</b>	
<b>4</b>	<b>Stipulated date of completion</b>	
<b>5</b>	<b>Physical Progress stipulated on last date of submission of Tender ( % of total work)</b>	
<b>6</b>	<b>Physical progress achieved on the last date of submission of Tender (% of total work)</b>	
<b>7</b>	<b>Financial progress stipulated on the last date of submission of tender (% of total work)</b>	
<b>8</b>	<b>Financial progress achieved on the last date of submission of Tender (% of total work)</b>	
<b>9</b>	<b>The % variation in BOO at the time of actual execution of the project</b>	
<b>10</b>	<b>Delay in submission of structural and other drawing by the planner (Architecture firm for the project )</b>	

**Certificate of Performance by the Engineer –in charge**

- 1. Performance of the contractor in above written project is satisfactory /not satisfactory (strike through whichever is not applicable)**
- 2. The certificate is being issued on the request of contractor only to participate in the specific tender of TDB and not for any other purpose**

