



**Metro Link Express for Gandhinagar and
Ahmedabad (MEGA) Company Limited**

(A SPV of Govt. of India & Govt. of Gujarat)

Press Notification:

Dated: 30-09-2016

EXPRESSION OF INTEREST

FOR

EMPANELMENT OF

ARCHITECT/ARCHITECTURAL FIRMS

MEGA Co. Ltd. seeks Expression of Interest (i.e. EOI) from Reputed Architectural Consultancy Firms for the Registration in the Panel of Architects for the next 5 years. The Architectural Consultancy Firms / Agencies should provide Architectural, Structural and other Consultancy services for Housing Projects, Commercial Complexes and Public Infrastructure / Building Projects, etc. The decision of MEGA Co. Ltd. with regard to drawing up the final panel will be final & binding to all interested applicant.

Due date of submission of application: **21.10.2016 up to 17.00 Hrs.**

The Registration forms and other details can be downloaded from the website: www.gujaratmetrorail.com. Any alterations in EOI, Registration form etc. will be uploaded on MEGA's website only without any obligation of press notification or other proclamation.

Sd/-
Managing Director
MEGA Co. Ltd,

EXPRESSION OF INTEREST
FOR
EMPANELMENT OF
ARCHITECT/ARCHITECTURAL FIRMS

September, 2016



**Metro Link Express for Gandhinagar and
Ahmedabad (MEGA) Company Limited**

(A SPV of Govt. of India & Govt. of Gujarat)

Dated : 30.09.2016

EOI no. MEGA/EOI/Empl. – Arch./2016

Note : This document is serially numbered from page 01 to 20.

1.0 GENERAL INFORMATION

Metro-Link Express for Gandhinagar and Ahmedabad (MEGA) Company Ltd. is the Special Purpose Vehicle of Government of Gujarat and Government of India implementing the Phase I of the Ahmedabad Metro Rail Project. The sanctioned Detailed Project Report (DPR) envisages two corridors viz. East-West corridor, of approximately 19.44 Km length with 17 stations and North-South corridor of approximately 18.49 Km length with 15 stations, comprising of at-grade, elevated and underground sections.

At various locations of the METRO alignment, Project Affected Families (i.e. PAFs) having their residential, commercial structure etc. are getting affected. Therefore for the relocation of PAFs, the residential / commercial structures etc. needs to be provided to these PAFs. MEGA is seeking expression of interest from reputed Architects for empanelment for the design and supervision of construction of Housing Projects, Commercial complexes & Public Infrastructure / Building projects etc.

1.1 INFORMATION AND INSTRUCTIONS FOR APPLICANTS

It is proposed to empanel Architects / Architectural Firm for the design & supervision of construction for **Housing Projects, Commercial complexes & Public Infrastructure / Building projects, etc.**

- a) All Information called for in the enclosed Proforma should be furnished against the relevant columns. Additional information may be furnished on a separate sheet, by mentioning the same against the relevant column. If any particulars/query is not applicable, it should be stated as 'Not-Applicable'. Incomplete applications may be summarily rejected. Applications made by the telegram, telex, e-mail or fax and those received after due date will not be entertained.
- b) The application should be typewritten/ printed. The Architect's / Architectural Firm's, signature & seal of authorized person should appear on each page of the application.
- c) Overwriting should be avoided. Correction, if any, should be made by neatly crossing out, initials, dating and rewriting.
- d) Credentials, references, information and certificates from the client certifying performance along with list of important works executed during the last ten years etc. should be furnished in the prescribed formats.
- e) The applicant shall submit an amount of **Rs. 3,000/- (non-refundable)** in form of Demand Draft favoring **Metro Link Express for Gandhinagar & Ahmedabad (MEGA Company Limited) Payable at**

Gandhinagar along with application.

- f) The application should invariably be accompanied by the Undertaking on the prescribed format.
- g) MEGA Co. Ltd. reserves the right to verify the performance of Architects/Architectural firms and to call for any further information.
- h) An Architect/Architectural Firms may furnish any additional information, which they think is relevant for the purpose. They are, however, advised not to furnish superfluous information. No information shall be entertained after the last date of submission of application form, unless it is called for by the MEGA Co. Ltd..
- i) Any information furnished by Architect/Architectural Firms found to be incorrect either immediately or at a later date, would render striking off their name from the MEGA Co. Ltd.'s list of empaneled Architects/Architectural Firms without prejudice to any other right or remedy available in law.
- j) MEGA Co. Ltd. shall not be responsible for any postal delay or loss in transit. Incomplete applications may be rejected summarily.
- k) MEGA Co. Ltd. reserves the right to accept or reject any or all the applications without assigning any reasons thereof and no correspondence in this regard shall be entertained.
- l) Documents submitted against this notice/invitation will be treated as confidential and will not be returned.
- m) Decision of MEGA Co. Ltd. with regard to preparation of panel of the Architects shall be final. MEGA Co. Ltd. is not bound to assign any reasons thereof.
- n) The Architect for any particular work shall be selected from the respective panel at the discretion of MEGA Co. Ltd. and such selected architect is required to execute agreement and as per the agreed scope of work.
- o) The application should be type-written. The applicant should sign and stamp each page of the application.
- p) Prospective applicants may request clarification on the EOI document within ten days prior to the last date submission application as mentioned in Notice for Empanelment. No request for clarification will be considered after that date.
- q) Initially the empanelment shall be valid for 5 years. The Architects/Architectural Firms shortlisted are required to pay one time

registration fees. The details of the one-time registration fees will be Rs. 10,000/-

- r) Interested applicant may visit our website (i.e. www.gujaratmetrorail.com) regularly for any update. Our Contact person for this EOI is AGM - (Const. & Procurement) with mail-ID agmconstprocure1@gujaratmetrorail.com, Contact no. (079) 26800000, Ext no. 527.

2.0 Empanelment Process

The Empanelment Process shall consist the following two stages as described below:

- a) **Initial Eligibility:** The applications will be screened based on the initial eligibility criteria mentioned at Clause No.-3 of this application document. Applicants found eligible based on the Initially Eligibility Criteria will be considered for the next stage evaluation.
- b) **Detailed Evaluation:** The applications found eligible as per the Initial Eligibility Criteria shall be further evaluated based on the Work Experience in Housing Projects, Commercial complexes & Public infrastructure / Building works , Experience in Green Building & Average Annual Financial Turnover by allocation of marks for various criteria as detailed in Clause No. - 4.

3.0 Initial Eligibility Criteria for shortlisting for Empanelment

- a) The applicant should be Architects registered with the Council of Architecture, India (COA) or Architectural Firms fully owned by Architects registered with COA, eligible as per the initial eligibility criterion given in this document.
- b) Architect/Architectural Firm should be registered with relevant tax authorities i.e. Income Tax (PAN) No.; Service Tax No.; EPF registration No. & ESI registration No.
- c) An applicant should have during the last five years, neither failed to perform on any agreement nor been expelled from any project or agreement nor have any agreement terminated for breach by the applicant.
- d) The bidder shall furnish an undertaking duly attested by notary in a non-judicial stamp paper of value Rs. 100/- (Rupees Hundred Only) regarding their non-blacklisting in any of the government department and public sector undertaking /enterprise in India and central vigilance commission during the

last five financial years as per Annexure-IX .

- e) The Architect or Architectural Firm should have carried out within the last five years, design and supervision of ;
- (i) Two Housing projects costing Rs.2 Crore each preferably one of public housing complex and,
- (ii) Two Commercial complexes costing Rs.3 Crore each preferably one of public commercial building and,
- (iii) Public Infrastructure / Building project like hospital, university costing Rs.2 Crore

4.0 Detailed Evaluation

- a) The applicant's eligibility for empanelment shall be initially determined based on the criteria mentioned at Clause No. 3.0.
- b) The Architect/Architectural Firm meeting the initial eligibility criteria shall be further evaluated based on the following parameters:

S. No.	Head	Marks
i)	Work Experience (Housing Project)	20 Marks
ii)	Work Experience (Commercial complex)	20 Marks
iii)	Public Infrastructure / Building project	20 Marks
iv)	Experience in Green Building	10 Marks
v)	Average Annual Financial Turnover	30 Marks
Total		100 Marks

- c) Minimum eligibility for empanelment of the Architect/Architectural Firm is 90 Marks.
- d) The empanelment of the Architect/Architectural Firm shall be evaluated based on the scoring scheme.
- e) The decision of MEGA Co. Ltd. with regard to drawing up of the final panel will be final & binding to all interested applicant.

5.0 Documents to be submitted

The following documents duly attested & certified should be enclosed along with the application for verification of the eligibility:

A. For Initial Eligibility Criteria:

- i) Certified copy of registration with Council of Architecture for the proprietor or senior most partner in a partnership firm.
- ii) Certified copy of registration for practice.
- iii) Attested photocopy of Certificate of registration/Partnership deed.
- iv) An undertaking duly attested by Notary in a non-judicial stamp paper of value Rs. 100/- regarding their non-black listing in any of the Govt. Department and Public Sector Undertaking/Enterprise in India and Central Vigilance Commission during last 5 years.
- v) Attested photocopy of registration with relevant tax authorities i.e. Income Tax (PAN) No.; Service Tax No.; EPF registration No. & ESI registration No., (if any).
- vi) Attested photocopy of performance certificate(s) from the client for the completed work clearly mentioning the Area of the Housing Projects, Commercial complex & Public Infrastructure / Building project, value of buildings, location, year of completion, name of client for verification eligibility as per Clause- 3 (e); Page-5 of 20.

B. For Detailed Evaluation**a) Work Experience (Housing Projects, Commercial complex & Public Infrastructure / Building project):**

- i) Master Plan of each campus in A-3 format.
- ii) Three photographs that bring out the essence of campus planning for each campus (can be composed in one A-3 sheet).
- iii) Write up in a single page A-4 size for each campus with area and other details (font size 12).
- iv) A certificate from the promoter confirming that the participant had designed the Campus.
- v) Attested photocopy of performance certificates from the client for the completed work clearly mentioning the value of buildings, area, location, name of client and year of completion etc. supported by three photographs of each project (This is verifiable by MEGA Co. Ltd, if required).

b) Average Annual Financial Turnover:

- i) The applicant shall have average annual turnover from Architectural consultancy fees including construction supervision work equal to or more than Rs.1 Crore during last 3 Financial Year 2013-14, 2014-15 & 2015-16. The applicant needs to furnish audited Balance sheet and P&L account along with notes to

accounts as documentary evidence.

- ii) Income Tax Returns of the last three years certified by a Chartered Accountant with the confirmation of the turnover in Professional Fee is exclusive of services rendered for interior designs or other allied works.

c) Experience in Green Building

- i) Copy of Certificate received in respect of building or project designed and/or verifiable publication of the project in any Architectural or Scientific journal or any other Institution authorized for certification of Green building.

6.0 Other Information:

- a) At time of submission, the envelope should be super scribed- **“Expression of Interest for Empanelment of Architects / Architectural Firm”**.
- b) Applicant is required to submit the information in respect of his organization/firm.
 - *Name & Postal Address, including Telephone and Telex, Fax numbers, E-Mail address etc.*
 - *Name of contact person for this EOI.*
- c) Information on any litigation in which the applicant was involved during the last five years, including any current litigation needs to be submitted along with submission document.
- d) The office of architect and all key persons must be in Ahmadabad and all design works shall be done from Ahmadabad only.
- e) The application document in the prescribed form duly completed and signed shall be received at

AGM (Construction & Procurement),

Registered office address:

MEGA Co. Ltd., Block No1, First Floor, Karmayogi Bhavan, Behind Nirman Bhavan, Sector-10A, Gandhinagar-382010, Gujarat, up to 1700 hrs. on 21.10.2016.

Sd/-
Managing Director
MEGA Co. Ltd

UNDERTAKING**Application for Empanelment of the Architects/ Architectural Firms**

Name of the Applicant _____

Last date for Submission:

The application form duly filled in shall be submitted in a sealed envelope super subscribing “Expression of Interest for Empanelment” addressed to :

AGM (Construction & Procurement)

*MEGA Co. Ltd.
Block No1, First Floor, Karmayogi
Bhavan, Behind Nirman Bhavan,
Sector-10A, Gandhinagar-382010,
Gujarat*

I/We have read and understood the instructions and the terms and conditions contained in the application form. I/We do hereby declare that the information furnished in the application and in the supplementary sheets from page ----- to ----- are corrected to the best of my/our knowledge and belief. It is certified that we have not been blacklisted by any organization of Government of Gujrat / India including CVC. The undersigned is fully authorized to sign and submit this application form on behalf of the organization, he/she represents. We authorize MEGA Co. Ltd. to approach individuals, employers, firms and corporations to verify our competence and general reputation.

Signature _____

Name _____

Designation _____

Address _____

Seal _____

Place _____

Date _____

INFORMATION TO BE FURNISHED BY THE APPLICANT

1. Name of firm and registered office :
address including year of establishment.
2. Whether proprietary/ Partnership/ Pvt. :
Ltd./Public Ltd.
(Certificate of registration/Partnership deed to
be enclosed)
3. Names, qualifications and experience of :
all technical personnel in the firm
(Details to be furnished in the prescribed
proforma (Annexure-I).
4. Whether registered as a member of :
Council of Architects.
(Yes/No, if yes please attach copy of the
membership)
5. Registration with Tax authorities

Income Tax (PAN) No.	:
Service Tax No.	:
EPF registration No.	:
ESI registration No.	:

*{Copies of registration with relevant authorities
to be enclosed (if any)}*
6. Details of Housing Projects carried out in
last 5 years, Client Name, status of the
project, total cost of project, completion
period & other information.
*[Details to be furnished in the prescribed
proforma {Annexure-II}]*
7. Details of commercial projects :
carried out in last 5 years, Client Name,
status of the project, total cost of project,
completion period & other information.
*[Details to be furnished in the prescribed
proforma {Annexure-III}]*
8. Details of Public Infrastructure /
Building project: carried out in last 5
years, Client Name, status of the project,
total cost of project, completion period &
other information. *[Details to be furnished in
the prescribed proforma {Annexure-VI}]*

9. Details of other Projects carried out in last 5 years, Client Name, status of the project (*completed, under execution & in hand*), total cost of project, completion period (*scheduled & actual date*) & other information.
[Details to be furnished in the prescribed proforma {Annexure IV & V}]
10. Name and address of the Banker/s :

11. Turnover of the firm from Architectural services during last 3 years (*year-wise*).
{Annexure VIII}
- | | |
|--|-----------------|
| | 2013-2014 ----- |
| | 2014-2015 ----- |
| | 2015-2016 ----- |
12. Details of Green Building Projects carried out, Name of Client & Name & Address of the certificate issuing Authority
{Details to be furnished in the prescribed proforma (Annexure-VII)}
13. Details of civil suit/arbitration, if any, that arose during execution of contract in the last 5 years.
(Yes/No, if yes please give details)
14. Undertaking duly attested by Notary in a non-judicial stamp paper of value Rs. 100/- regarding their non-black listing in any of the Govt. Department and Public Sector Undertaking/Enterprise in India and Central Vigilance Commission during last 5 years

- {Undertaking to be furnished in the prescribed proforma (Annexure-IX)}*

Note: *Where copies are required to be furnished, these are to be attested and certified photocopies.*

Annexure-I

List of technical personnel in the Firm, their technical qualifications and experience

S.No.	Name	Age	Present Designation	Qualification	Architectural Consultancy Experience	Date from which Employed / Associated in the present Organization	Indicate Special experience, if any

Signature with Seal

Annexure-II**Details of Housing Projects Completed During Last 5 years**

S.No.	Name of the Projects	Owner OR Sponsoring Organization	Total Area (In Sqm.)	Total cost of the Project (In lakhs)	Date of Start	Scheduled Date of Completion	Actual Date of Completion	Reason for Delay, if any
1.								
2.								
3.								
4.								
5.								
6.								
7.								

Signature with Seal

Annexure-III**Details of Commercial projects Completed during Last 5 years**

S.No.	Name of the Projects	Owner OR Sponsoring Organization	Total Area (In Sqm.)	Total cost of the Project (In lakhs)	Date of Start	Scheduled Date of Completion	Actual Date of Completion	Reason for Delay, if any
1.								
2.								
3.								
4.								
5.								
6.								
7.								

Signature with Seal

Annexure-IV**Details of Housing Projects, Commercial Projects & Public Infrastructure / Building projects In-hand with cost**

S.No.	Name of the Projects	Owner OR Sponsoring Organization	Indicate status of the Project		Total Area (In Sqm.)	Total cost of the Project (In lakhs)	Date of Start	Scheduled Date of Completion	Current Stage of Under Execution Project (%)
			Under Execution	In-hand					
1.									
2.									
3.									
4.									
5.									
6.									
7.									

Signature with Seal

Annexure-V

Details of other Projects, Under-execution and In-hand with cost

S.No.	Name of the Projects	Owner Or Sponsoring Organization	Indicate status of the Project		Total Area (In Sqm.)	Total cost of the Project (In lakhs)	Date of Start	Scheduled Date of Completion	Current Stage of Under Execution Project (%)
			Under Execution	In-hand					
1.									
2.									
3.									
4.									
5.									
6.									
7.									

Signature with Seal

Annexure-VI**Details of Public Infrastructure / Building Projects Completed During Last 5 years**

S.No.	Name of the Projects	Owner OR Sponsoring Organization	Total Area (In Sqm.)	Total cost of the Project (In lakhs)	Date of Start	Scheduled Date of Completion	Actual Date of Completion	Reason for Delay, if any
1.								
2.								
3.								
4.								
5.								
6.								
7.								

Signature with Seal

Annexure-VII

Details of Green Building Projects

S.No.	Name of Institution/Organization and Complete Address	Details of Projects	Year of Completion	Star Rating	Name & Address of the certificate issuing Authority
1.					
2.					
3.					
4.					

Signature with Seal

Annexure-VIII**Details of Financial Turn over from Architectural Consultancy**

S. No.	Financial Year	Turnover (In Lakhs)
i)	2013-2014	
ii)	2014-2015	
iii)	2015-2016	
IV)	Average annual turnover:-	

Signature with Seal**Note:**

The applicant need to furnish the above details along with audited balance sheet and profit and loss account along with notes to account for three years as mentioned above. Further, Annexure - VIII needs to be certified by Chartered Accountant.

Annexure – IX**UNDERTAKING**

This is to confirm that we M/s _____ (give full address) have not been blacklisted in any of the government department and public sector undertaking /enterprise in India and central Vigilance commission, in last five year before release of advertisement.

If the above information found false at any stage after the placement of Purchase Order, MEGA Co. Ltd. Hereinafter will have full right to cancel the Purchase Order and forfeit the Performance Guarantee. All the direct and indirect cost related to the cancellation of the order will be borne by us besides any legal action by MEGA Co. Ltd. which may be deemed fit at that point of time.

Authorized Signatory

Note: *The undertaking regarding the non blacklisting of firm is to be submitted on a non-judicial stamp paper of Rs. 100/- (Rupees Hundred only).*

EMPANELMENT OF ARCHITECT/ARCHITECTURAL FIRMS**Checklist: (To be filled by Applicants)**

- 1 Have you signed in all the sheets? Yes / No
- 2 Whether copy of PAN/VAT/Service tax Registration copy/EPF registration/ESI registration etc. are enclosed? Yes / No
- 3 An undertaking with reference to clause 5 (A) (iv) is enclosed? Yes / No
- 4 Attested photocopy of performance certificate(s) with reference to clause 5 (A) (vi) are enclosed? Yes / No
- 5 With reference to clause 5 (B) a (i to v), the requisite information are enclosed? Yes / No
- 6 Whether requisite application fee, in a form of DD is enclosed? Yes / No
- 7 The certified copy of registration with Council of architecture enclosed? Yes / No
- 8 Whether enclosed proof for year of establishment (sole / JV/ other) ? Yes / No
- 9 The requisite details in Annexure-I to Annexure IX along with documentary evidence filled? Yes / NO
- 10 With ref. to Clause 5 (b), whether proof for average annual financial turnover enclosed? Yes / No
- 11 With ref. to Clause 5 (c), whether proof for average annual financial turnover enclosed? Yes / No
- 12 Whether documentary proof for having undertaken the works is enclosed? Yes / No

LAST DATE OF SUBMISSION 21-10-2016, up to 17:00 HRS