



ANDHRA PRADESH POLLUTION CONTROL BOARD

H.NO. 33-25-14D/2, Chalamalavari Street, Kasturibaipeta,
Near Sunrise Hospital, Pushpa Hotel Road, Vijayawada -520010

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Date: 02-06-2017

Request for Expression of Interest (REOI) for Building / Professional Architectural Firms for the proposed building Construction of APPCB

TERMS OF REFERENCE

Proposed building design built of APPCB in the State of Andhra Pradesh.

Sl.No.	Description of item	Area required
1	Guntur Office Complex	75,000 – 1,00,000 Sq.ft.

Employer :

Andhra Pradesh Pollution Control Board, a statutory body under Water (Prevention and Control of Pollution) Act, 1974 having its office at H.NO. 33-25-14D/2, Chalamalavari Street, Kasturibaipeta, Near Sunrise Hospital, Pushpa Hotel Road, Vijayawada -520010, represented by its Member Secretary.

BACKGROUND :

The A.P.Pollution Control Board is undertaking the Building programme and intends to engage consultants for rendering Architectural and Engineering services.

The Consultants shall be registered professional Architects having the necessary infrastructure, experience and technical competence for preparing the conceptual design, detailed drawings, supervision of works including preparation of documents for calling for tender from Builders;

The Consultancy shall be issued to Registered/Reputed Architect and Green building consultants having:

1. The Architectural firms should have provided consultancy services for similar building of minimum area of atleast 20,000 Sq.Ft and minimum value of the buildings to be Rs 10 Crores in the last five years for any state or central government departments.
2. The average annual turnover of the above firm with the green building consultant shall be Rs.150 Lakhs in last three years.
3. The architectural and engineering consultant shall have a team of atleast 5 members and the firm shall comply with all legal implications to render services to APPCB.
4. The green building consultant should have completed atleast 15 green buildings projects in India and atleast 5 projects as Green building commissioning agent.
5. They shall have a team of At least 10 members with IGBC AP and also should have senior person with more than 5 year experiences in Green building consultancy services.

TERMS AND CONDITIONS:

1. The work shall be carried out as per the direction of APPCB viz.
 - a) Planning and site suitability study
 - b) Necessary drawings and maps

- c) Furnishing structural designs
- d) Specifications
- e) Facilities and services with cost estimates
- f) Details of areas, Rational analysis of areas
- g) Economic Feasibility study
- h) External / Internal illumination
- i) Interior designing and furnishngs
- j) Lab designing to suit NABL accreditation
- k) Obtaining the highest rating from IGBC under their IGBC Green NB rating program
- l) Any required / Connected services
- m) Preparation of NIT, Tender schedules / documents and agreement
- n) Periodical execution of works

(A) Preparation of Sketch plans:-

- i) Preparation of preliminary architectural draft line sketches within the area limitations prescribed and also prepare notes sufficient to explain the Architects general understanding of the requirements furnished to them so as to ensure economical and functional design concept.
- ii) To discuss the draft sketches with the Board and make such modifications as suggested by them.

(B) Preliminary drawings: -

- i) To prepare a detailed site plan and layout showing contours based on block levels @ 5m grid, invert levels wherever necessary together with the extensions of any roads proposed. The detailed layout plan shall include all necessary data relating to the existing public utility services, streets, pavements adjoining properties and boundaries. The layout plan also should indicate location of all proposed buildings and the possible future extensions, landscaping areas, water bodies etc.
- ii) To prepare preliminary architectural designs for the proposed construction of buildings and other related works. The preliminary architectural designs should indicate to the same scale, the layout of furniture proposed to be placed in the rooms / waiting areas etc.
- iii) To participate in the discussions for clearing the preliminary designs where the modifications required are to be carried out.

C) Working drawings: -

i) Architectural Working drawings: After obtaining clearance from the A.P.Pollution control Board for the preliminary designs, work on preparation of detailed Architectural drawings with elevations, sections, details of joinery, staircases, railing and standard amenities etc., and all the relevant details necessary for execution of work should be taken up.

ii) Structural Drawings: Preparation of all structural drawings including submission of structural analysis and designs using STAAD pro or Strap package. A soft and hard copy of the structural analysis and designs file should be furnished while submitting the designs. Revision of foundation designing, if any variation in soil strata is noticed during the execution of work.

iii) **Electrical layouts:** Preparation of electrical layouts showing the entire distribution system including internal and external electrification details, designs of substation and generators etc.

iv) **Sanitary and water supply layouts:** supply of layout plans along with the detailed calculations for the sanitary and water supply lines with invert levels as well as detailed drawings for execution of work. External system for water supply and sanitary arrangements, designs of external drainage and sewerage disposal systems.

V) **Mechanical services:** Preparation of schematic drawings for inviting tenders on quotations from various lift agencies and air conditioning firms.

vi) **Fire Fighting:** Preparation of schematic proposals showing provision to meet requirements for fire fighting regulations.

vii) **Land use Drawings:** Drawings showing areas to be landscaped, water bodies, buildings etc., shall be indicated.

viii) All interior design and drawings including furniture / equipment locations, design wall paneling and false ceiling etc., if necessary, are to be provided.

All the required details should be shown in the site development plans / land use drawings.

D) Estimates and structural designs:

i) To prepare detailed estimates and specifications for all proposed constructions including all internal and external services, such as water supply, sanitary and electrical, External drainage, sewerage and garbage disposal system. Data of item rates should be worked out using common S.S.R adopted in A.P. The detailed estimate should be realistic and should not vary (either excess / less) by more than 10% over the approved quantities prepared based on working drawings.

ii) Prepare detailed structural analysis, designs using STAAD pro or Strap and structural drawings following relevant I.S. codes. However, the final responsibility on safety of structure lies with the consultant. Analysis and design calculation of all elements including hard copy & soft copy of STAAD pro or Strap analysis should be furnished.

E) Bid Documents:

To prepare bid documents after obtaining standard form of bid documents from the Board. Ten sets of bid documents comprising of conditions, B.O.Q. s and drawings in each set shall be prepared and supplied as a part of the contract.

F) Site inspection: Consultants shall inspect the works periodically to apprise themselves of proper interpretation of designs, drawings and their implementation. During construction the consultants shall visit the sites periodically at different stages of construction and as and when necessary to clarify any decision or interpretation of the drawings and specifications that may be necessary and attend conference and meetings as and when required and to ensure that the project work generally in accordance with conditions of contract. Minimum of 3 site visits after commencement of the work, with

prior intimation and confirmation from the Engineer in charge, concerned. The site visits made before commencement of work for survey or collecting any field data shall be at consultants cost, these shall not be included in minimum site visits. The site visit report duly signed by the consultant and Engineer-in-charge of the site should be furnished immediately after the site visit to the Member Secretary, A.P.Pollution Control Board.

FINAL OUT PUTS (i.e. REPORTS, DRAWINGS ETC.) :

The following final outputs shall be furnished to the client.

- i) A concise design report duly mentioning all the proposals including, site development works, internal and external amenities such as water supply and sanitary arrangements and sewerage and garbage disposal incinerator and electrical services provided.
- ii) Two sets of approved preliminary drawings showing the layout of furniture and equipment in the floor plans along with a site development plan showing the layout of internal roads, electrical, water supply, sanitary and drainage lines etc.
- iii) Submission of all working drawings one set for approval.
- iv) Ten sets of all approved final working drawings with detailed cross sections and elevations etc. including interiors design and drawings if necessary and site development plans.
- v) Two copies of detailed estimate, structural analysis & designs and drawing for approval.
- vi) After approval two copies of detailed estimates and 10 sets of all structural drawings including foundations, columns, beams slabs and structural components etc. Submission of revised foundation designs & drawings in case of any variation in S.B.C of soil during execution.
- vii) Ten sets of Bid documents (except vol.1), i.e., remaining two volumes, (vol.11 contains bill of quantities and vol. 111 contains set of drawings required for execution).
- viii) Additional copies of bid document (vol. II & III) as per requirement of the Board for which payment will be made by the Employer on actual cost basis.
- ix) A soft copy of all the Architectural, structural drawings and final analysis files.
- x) All original tracings of approved drawings shall be submitted to the Board after completion of the project.

Municipal Drawings: The Consultant should furnish the drawings for submission and approval of Municipal authorities and assist and advice on formalities. Finally the consultants should hand over all the originals. However they may hold one set of ammonia copies for their record.

As indicated supra in wake of the importance, the complex is likely to be inaugurated by VIPs. As such, the consultants should give the drawings for inauguration, plans and 3-D elevations, necessary drawings during the foundation stone laying ceremony and imaginations also shall be furnished.

GENERAL:

1. The consultant shall visit the site, perform survey, collect soil samples / conduct soil investigation and take utmost care in design of structures. The local conditions due to water table, earth quakes etc., shall be considered for designing.
2. The Consultant shall assume full responsibility for the designs and specifications. The plans and designs furnished by them shall conform to the statutory provisions, which may be applicable and as far as economical and sound in every way. The Architects here by guarantee the structural soundness of the plans and designs prepared by them and shall compensate the Board for any loss or damage due to faulty designs of the work by the Architect. The Consultant

shall be solely responsible for the trueness and correctness of the structural designs and drawings submitted by them.

3. The consultant shall not make any deviation, alteration or omissions from the approved drawings, involving financial implications without prior consent of client.
4. The Employer will have full access to the details of the calculations and the structural designs for the purpose of scrutiny for satisfying themselves as to their correctness.
5. The Employer shall have the liberty to postpone or not to execute any portion of work and the Consultant shall not be entitled to any compensation for non execution of such portion of the work except proportionate fee, which are payable to the Consultant upto the stage of the services rendered by them.
6. Either party can terminate this agreement by giving 30 days notice to the other and the remuneration payable to the Consultant shall be worked out on the basis of services rendered by the Consultant upto the date of termination calculated on the basis of the Stages of the Works indicated in terms of payment.
7. Drawings, specifications and documents and instruments of service are the property of the Employer but the copy right for the same is preserved for the Consultant and they are not to be used for any other project except with the written consent of the Consultant.
8. The Consultant shall not have the right to assign or transfer the benefit and obligation of this agreement or any part thereof and the same shall automatically come to an end on such transfer.
9. A Project Co-ordination Committee / Building Committee may be constituted by the Employer and the Consultant shall co-ordinate with such committee in its operations.
10. The Consultant shall exercise all reasonable skill, care and diligence in the discharge of the duties agreed to be performed by them and in so far any of their duties are discretionary, shall act fairly as between the Employer and the Contractor.
11. All questions or disputes arising out of or in respect of this agreement except as to any matters the decision of which are expressly provided for, shall be decided by the Member Secretary of the Board which will be final and binding upon both the parties.
12. All disputes that may arise between the parties shall be resolved only by courts situated in Hyderabad and no other courts shall have jurisdiction to entertain any petition, application or suit to resolve such disputes.
13. Adjudicator: In the event of any dispute an Adjudicator shall be appointed by the Chairman, Institute of Engineers, A.P.Chambers, Khairatabad, Hyderabad at the request of employer at a daily fee of Rs.1000/- plus reimbursable expenditure. Both the parties shall share the expenditure incurred on adjudication equally.

TERMS OF PAYMENT:

1. The consultant shall be paid a lump sum fee as given below for each construction project for which services are rendered.

PROJECT VALUE	FEE PERCENTAGE
A) From 50 Lakhs to 1 Crore	3% on estimated amount of executed work on each project separately
B) From 1 Crore to 5 Crores	2.5% on estimated amount of executed work on each project separately
C) 5 Crores and above	2.0 % on estimated amount of executed work on each project separately

The Consultancy charges shall be inclusive of travelling expenses, IGBC fee and Admin charges etc.
 2. The Employer is entitled to deduct the Income Tax (TDS) and Sur-charge as per law in force from the amounts payable under this clause. The Employer shall pay Service Tax as per Government rates on the amount of consultancy fee on each bill to the consultant and this will vary whenever the Government revises the Service Tax.

The payments made under terms of payment at different stages are on account and shall be adjusted against the final fee payable at the end of the contract period subject to the clauses indicated above.

The mode of payment to be made in consideration of the work to be performed by the consultants shall be as follows.

1.	10% of total fee	On submission of preliminary Architectural drawings with a design report
2.	20% of total fee	On submission of Architectural working drawings and on acceptance of the same by the Board and on receipt of all civil working drawings, doors, windows and other wood / steel work drawings and Elevation details, sectional details and all other related items and electrical, sanitary, water supply services, Fire fighting, land scapping and municipal drawings and on approval of the same by the Board.
3.	20% of total fee	On submission of the detailed structural analysis, designs and drawings and detailed estimates, datas for civil, electrical and water supply and sanitary arrangements (Internal & External) , Fire fighting, interiors(if necessary), land scapping and other site development works and on approval of the same by competent authorities.
4.	10% of total fee	On submission of Bid documents based on approved plans and estimate.
5.	20% of total fee	On submission during progress of work proportionately to the work done till its completion in all respects in quarterly installments.
6.	20% of total fee ie. 100% release after deducting for payment already made.	After completion of work in all respects and handing over of all documents, certificates etc.

Penalty : For any delays in completing the tasks stated above by the consultant, a penalty at the rate of 1% per week on the balance value of consultancy contract, subject to a maximum of 10 % of total consultancy contract value. Such liquidated damages will be deducted from bill payable to the consultant.

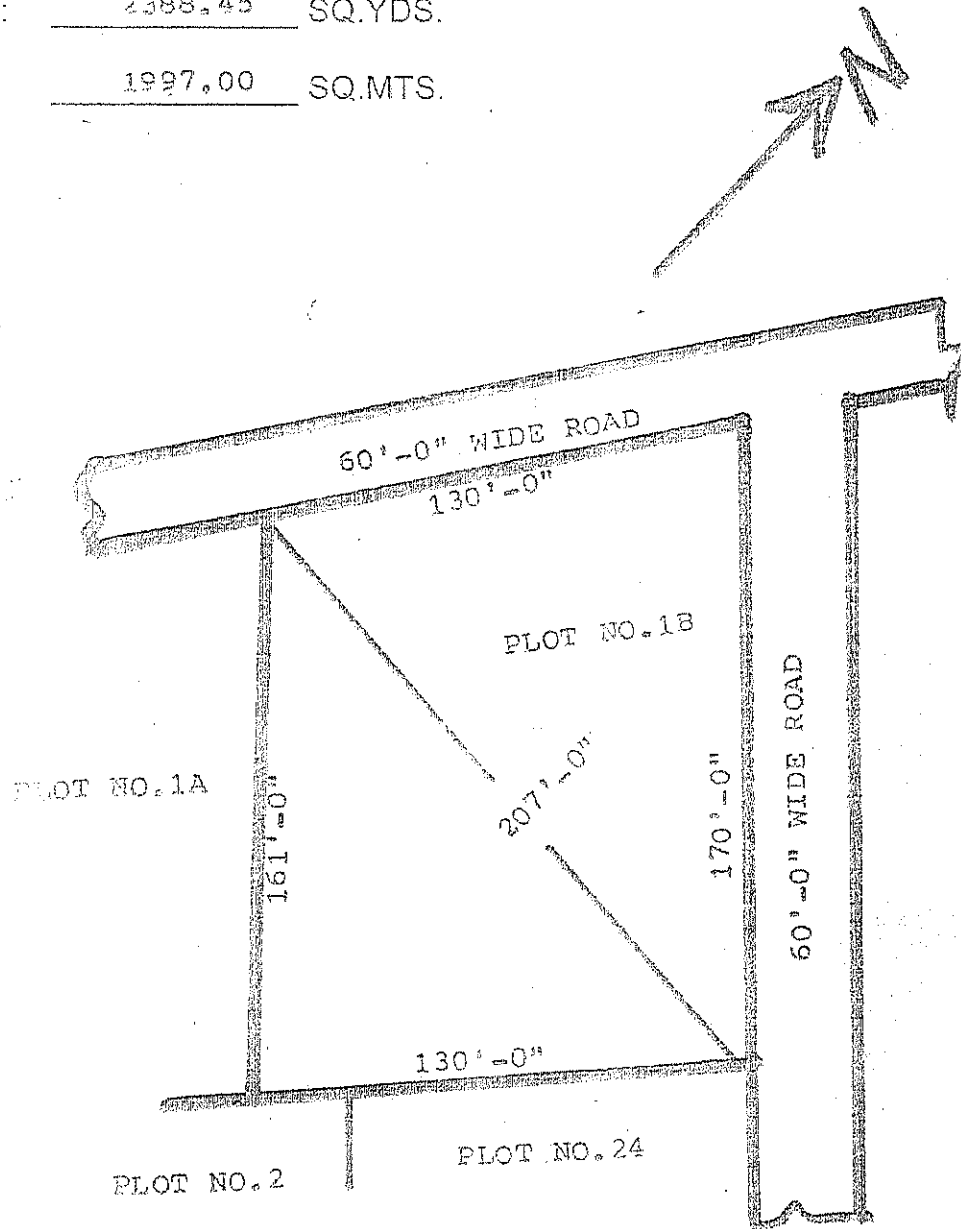
Sd/-
MEMBER SECRETARY

SITE PLAN PLAN OF PLOT No. 1-B BLOCK No. 43

*PHASE --- I.D.A. / AUTONAGAR, GUNTUR, ALLOTTED TO
SRINIVAS RAO DEPUTY TRANSPORT COMMISSIONER & SECRETARY, R.T.A., GUNTUR

AREA: 2388.45 SQ.YDS.

1997.00 SQ.MTS.



[Signature]
 DEPUTY TRANSPORT COMMISSIONER
 GUNTUR.

[Signature]
 Zonal Manager
 A.P.L.C. LIMITED
 I.E., VIJAYAVADA-7