EMPANELMENT OF TECHNICAL CONSULTANTS FOR COMPREHENSIVE ARCHITECTURAL, INTERIOR & INFRASTRUCTURE DESIGN SERVICES FOR VARIOUS PROJECTS IN HNLU

LAST DATE OF SUBMISSION 31 JANUARY 2023



DISCLAIMER

The information contained in the EOI document for Empanelment of Technical Consultants for Architectural, Planning & Designing along with Engineering Services for various projects in HNLU or subsequently provided to Applicants, whether verbally or in documentary or any other form by or on behalf of the Authority or any of their employees or advisers, is provided to Applicants on the terms and conditions set out in this EOI and such other terms and conditions subject to which such information is provided.

The EOI is not an agreement and is neither an offer nor invitation by the Authority to the prospective Applicants or any other person. The purpose of the EOI is to provide interested parties with information that may be useful to them in the formulation of their Proposals pursuant to this EOI. The EOI includes statements, which reflect various assumptions and assessments arrived at by the Authority in relation to the Consultancy. Such assumptions, assessments and statements do not purport to contain all the information that each Applicant may require. The EOI may not be appropriate for all persons, and it is not possible for the Authority, its employees or advisers to consider the objectives, technical expertise and particular needs of each party who reads or uses the EOI. The assumptions, assessments, statements and information contained in the EOI, may not be complete, accurate, adequate or correct. Each Applicant should, therefore, conduct its own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments and information contained in the EOI and obtain independent advice from appropriate sources.

Information provided in the EOI to the Applicants is on a wide range of matters, some of which depends upon interpretation of law. The information given is not an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. The Authority accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on the law expressed herein.

The Authority, its employees and advisers make no representation or warranty and shall have no liability to any person including any Applicant under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in the EOI or otherwise, including the accuracy, adequacy, correctness, reliability or completeness of the EOI and any assessment, assumption, statement or information contained therein or deemed to form part of the EOI or arising in any way in this Selection Process.

The Authority also accepts no liability of any nature whether resulting from negligence or otherwise however caused arising from reliance of any Applicant upon the statements contained in the EOI.

The Authority may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumption contained in the EOI.

The issue of this EOI does not imply that the Authority is bound to select an Applicant or to appoint the Successful Applicant / Technical Consultant, as the case may be, for the Consultancy and the Authority reserves the right to reject all or any of the Proposals without assigning any reasons whatsoever.

The Applicant shall bear all its costs associated with or relating to the preparation and submission of its Proposal including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by the Authority or any other costs incurred in connection with or relating to its Proposal. All such costs and expenses will remain with the Applicant and the Authority shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by an Applicant in preparation or submission of the Proposal, regardless of the conduct or outcome of the Selection Process.

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EXPRESSION OF INTEREST (EOI)

EOI for Empanelment of Technical Consultants for Architectural, Planning & Designing along with Engineering Services for various projects in HNLU.

1. Introduction

Established in 2003, Hidayatullah National Law University has completed the journey of more than one and half a decade. In such a short span of time, HNLU has carved out a niche in the realm of legal education across India and the legacy is soaring towards newer heights day by day. Named after the great legal luminary Justice Mohammed Hidayatullah, the University was established by the Government of Chhattisgarh under the Hidayatullah National University of Law, Chhattisgarh, Act (Act No.10 of 2003).

HNLU is the sixth in the series of National Law Schools across India. HNLU has been included in the list of the Universities maintained by the University Grants Commission under Section 2(f) of the UGC Act, 1956 and has been declared fit to receive Central assistance in terms of the rules framed under Section 12 (B) of the UGC Act, 1956. The university is recognized by the Bar Council of India under section 7 of the Advocates Act 1961.

As a fully residential university, HNLU has separate Halls of Residence for boys and girls. The first year students are given an accommodation of two in one room for both boys and girls in the hostels. From second year to fifth year students are given accommodation of single rooms in the hostels having a capacity of 800 rooms furnished with cots, tables and storage space. The University has a separate PG Hostel for Girls having a capacity to accommodate 30 students. Further, there are two more hostels constructed for both boys and girls. There is a recreational TV room as well.

The hostels on campus have a boys and girls dining halls with a seating capacity of 150 each. The single room hostels have a balcony to individual room and a courtyard. All the floors have water coolers and a centralized RO plant is under commission. The solar heater equipped with alternate electrical heater supplies water to the shower rooms.

Sports

Both boys and girls have a state of the art Gymnasium in the central hostels with indoor badminton courts and table tennis facility. Outdoor sports facilities inside the campus include a Football ground with a proposed synthetic running track around it, a Cricket ground, Lawn tennis court, two Basketball courts and one Volley ball court respectively.

Transport

The University has three buses of 40 seater capacity which shuttles in the evening from campus to city centre at periodic intervals. The transport fees of the university entitles the

students for a ride to shop and meet their food and entertainment needs in the city. Apart from the University transport the city transport corporation buses ply every 20 minutes from the main road in front of the campus gate to the major points of the capital region and Raipur city.

The airport viz Swami Vivekananda Airport is just 15 minute drive from the campus and the Raipur railway station is 35 km. from the campus.

Medical and Health Facilities

The BALCO hospital is a new healthcare amenity in the vicinity of the university. The Ramakrishna hospital which is around 15 minutes from the University is a multi-specialty hospital catering to the needs of the HNLU fraternity. The city of Raipur has AIIMS which is a high-specialty medical complex.

Food Court

Apart from the dining hall, the University has multi-need complex where eight shops are operated on contract basis selling snacks, ice creams, beverages and minor needs. The campus has also a coffee day outlet in the shopping complex. The hostels do have a small canteen outlet catering till 2 A.M.

Cultural Space

The University is a diverse space for students across the country living, studying and learning. There are students from every state and union territory imparting the unity in diversity spirit. The student initiative of **Colossus** is a three day festival of culture and sports, The festival attracts students across the country. The festival has exposition of students creative talents of western, classical and folk genre in music and dance.

HNLU intends to develop its campus considering the present need of infrastructure and facilities keeping in mind future expansion of the university.

2. Invitation for Expression of Interest

Expression of Interest (EOI) is invited for the empanelment of consultancy services from qualified, experienced, competent, financially sound and nationally acclaimed Technical Consultants including overseas firms for the various upcoming Layouts, buildings / structures and campuses along with necessary infrastructure facilities at HNLU.

The work also includes the detailed design including preparation of layouts, architecture, structures, infrastructure such as road, water supply, sewerage network, electrical and telecommunication, utilities, landscape, signage etc. and the preparation of cost estimates, bills of quantities, and periodic site supervision of project till completion.

All applications are to be submitted in the specified format with additional information to be given as required. Such an organization is hereinafter referred to as "Applicant". Once the applications

are received, they will be screened to prepare a short list of applicants who may be invited to participate in the further stages of selection.

3. Broad Scope of Work

HNLU intends to empanel list of technical consultants for various types and scale of works to develop master plans and their detailing for the upcoming buildings / structures and campuses along with necessary infrastructure facilities. There are two types of typical assignments, which include:

- a. Comprehensive Architectural and Interior Design Services: Preparation of Comprehensive Architectural Design (Site/ Campus plan, building/ structure design and drawings). Preparation Interior Design drawings (Wall elevations, views, Furniture Layout drawings, colour theme, flooring details and other interior related works).
- b. Infrastructure Design Services- Infrastructure including Roads/ Drains/ Sewerage/Rain Water Harvesting / Landscaping or Landscape development/ gardens/ Pond beautification and other Development works.

In both cases, the scope of work includes GAD design, structural design, service design and preparation of working drawings, preparation of cost estimates, bills of quantities, obtaining statutory approvals and periodic site supervision of project till completion.

Detailed scope of work shall be provided in the subsequent RFP document depending on type and scale of project.

4. Category and Services for Empanelment

- a. The inclusion of the Technical consultant for specified category and the type of services would be as per eligibility criteria as set out in this document.
- b. The applicant may apply for both the following cases but in one of the categories in each case as stated below.

i.) Case 1: Comprehensive Architectural and Interior Design Services:

Sr.	Type of work	Category for empanelment
No.		
Α	Category A (Architectural design)	For projects with works of value upto INR 10 Crores
В	Category B (Interior Design)	For projects with works of value upto INR 1 Crore

ii.) Case 2:Infrastructure Design Services:

Sr. No.	Type of work	Category for empanelment
С	Category C	For projects with works of value above INR 5 Crore
D	Category D	For projects with works of value up to INR 5 Crores

5. Selection Procedure for Empanelment

The procedure for listing of consultants shall be as under:

- a. Invitation of Expression of Interest (EOI): HNLU invites the application from eligible consultants to submit their expression of interest to participate in the empanelment procedure.
- Submission of EOI: The participants will submit the EOI to HNLU along with the details as required in the prescribed manner. The participants shall submit along with the Technical Proposal the following supporting documents in support of its eligibility.

Sr. No.	Parameter	Supporting Documents	
1A	Design Services stating the the project description and cost of works in a single project completed during last 5 years.	Work Order & Completion Certificate from the Client shall be enclosed. For the purpose, only the work for which DPR has been submitted and completed and the execution at site has started shall.	
1B	Infrastructure Design Services stating the project description and cost of works in a single project completed during last 5 years.	be considered for evaluation.	
2	Qualifications and competence of the key professional staff proposed	CVs of the key professionals as detailed in RFP.	
3	The average annual turnover of a firm from consulting services for Urban Planning, design, engineering and architecture	Audit certificate from statutory authorities/ copy of audited balance sheet in respect of last three financial years, duly certified By a Chartered Accountant.	

- c. Scrutiny by HNLU: HNLU will scrutinize all the submissions received on the basis of eligibility criteria. The certificates issued by Central/ State Govt., Central/ State Public sector, Municipal Corporation and Development Authorities will only be taken into consideration.
- d. Empanelment: The eligible participants will be selected for the empanelment on the basis of their competence and previous works.

6. Period of Empanelment

The empanelment will be for a period of One year and will require renewal after one year; if not renewed, it will expire automatically. The renewal application shall be submitted 3 months before date of expiry of empanelment to the Registrar, HNLU. The renewal fees will be decided from time to time

7. Termination of Empanelment

If in the view of the REGISTRAR the performance of a consultant is not satisfactory, or if in her/ his

view the consultant has failed to safeguard the interest of HNLU, Competent Authority may at her/his sole discretion, terminate the engagement of the consultant for the particular project as well as proceed for termination/ suspension/ deration of empanelment with HNLU by giving written notice by not less than 30 [thirty] days to the consultants. The decision Competent Authority of HNLU in this matter shall be final and binding.

In case of non-participation on behalf of the empaneled consultant in three consecutive projects, the empanelment may be liable for termination at the discretion of HNLU.

8. Procedure for Award of Work

Depending on the nature and requirement of the project, HNLU may adopt any one of the following or any other method as may be required for the project from time to time for selection of appropriate consultant from the empaneled list or open bidding:

- a. Quality based selection with fixed fee (QBS) Selection of the consultant will be based on all or any of the criteria like design submission, similar experience, team personnel, turn over and/ or presentation, etc. as decided from time to time depending on the project.
- b. Quality and cost based selection (QCBS)
 Selection of the consultant will be based on all or any of the criteria like design submission, similar experience, team personnel, turn over and/or presentation etc. along with cost in proportion as decided from time to time depending on the project.
- c. Quality based selection with technical first to match lowest financial bid (T1L1) Selection of the consultant will be based on all or any of the criteria like design submission, similar experience, team personnel, turnover and/ or presentation etc. The Technical First consultant will be asked to match lowest bid for the award.
- d. Pre-qualification and cost based selection (PQL1) Prequalified consultants based on all or any of the criteria like design submission, similar experience, team personnel, turn over and/ or presentation, etc. will be listed and final selection will be based on financial bid.
- e. And any other variation of above thereof depending on the nature and requirement of the project.

Further detailing of the selection process and award of work will be defined in the proposal document of the individual projects floated from time to time. HNLU, at its discretion can call for participation through open bidding and/ or along with empaneled consultants for any of the projects, as the case may be.

9. Primary Eligibility Criteria

Interested firms should meet the following prequalification criteria before deciding to submit an EOI response:

- a. The applicant may be an individual, a sole proprietorship firm, or Private Limited Company or Public Limited Company providing services in the relevant category of services.
- b. Joint Venture & consortiums are not allowed.
- c. Minimum educational qualification for services are as listed below:
 - i. Comprehensive Architectural and Interior Design Services-

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ii. Infrastructure Design Services-

The individual or firm of Architects, Planners with multidisciplinary team of engineers, structural designers, landscape designers, PHE/ Electrical experts etc. are eligible to apply for such projects. Individual/ Sole Proprietary firm/All directors of Pvt. Limited company shall be an Architect and have registered from Council of Architecture (with up to date renewal) to be eligible for Empanelment.

- d. The consultant firm should have experience of having successfully completed projects of similar nature and magnitude during last 5 years (as on 31.12.2022) in India and should have an office in India. Proof of completion of projects such as copy of work order, agreement and completion certificate shall be enclosed. Refer to Clause No. 6b.
- e. The consultant shall have adequate and sufficient in-house resources and expertise to deliver this project in a timely manner. Firm shall have a range of relevant in-house expertise including institutional campus planning and design, including the buildings.
- f. The applicant shall be ineligible to submit a proposal, if the organization or any of its constituents has been barred or blacklisted by any Central and/or State Government in India.
- g. Persons who are individually or institutionally in any manner involved with the selection/ screening process of the EOI and employees of HNLU shall be ineligible for applying.
- h. The firms having past experience in execution of green buildings certified by LEED/ TERI shall be given preference in EOI, which shall also be considered as a part of evaluation criteria at RFP Stage.
- i. Preference shall also be given to consultants having executed landmark projects which are globally recognized.

10. Application: Documents and Procedures

- a. The applicant shall bear all costs related to the preparation and submission of EOI. HNLU shall in no case be liable or responsible for these costs regardless of the conduct and outcome of the selection process.
- b. Proposal shall necessarily be accompanied by a Non-Refundable Processing Fee amounting to INR 10,000/- (Rupees Ten thousand only) in the form of a Demand Draft issued by a Scheduled Bank in India, drawn in favour of the REGISTRAR, HNLU, payable at Raipur, Chhattisgarh, India.
- c. The document formally asking for a Request for Proposal (RFP) shall be issued later by HNLU to the short-listed applicants. The contents of the RFP shall take precedence over the brief requirements stated elsewhere in this document.
- d. Offline Applications received will be acknowledged. However, the applicants shall be informed of the status of their application once the short-list is prepared. No separate correspondence shall be entertained in this respect.
- e. Incorrect, incomplete, inadequate information may lead to rejection of the application.

 Canvassing in any form may lead to summary rejection of application
- f. Applicants shall submit self-attested copies of certificates, appointment letters, work orders, agreements, references etc. as proof of eligibility.
- g. All documents, drawings, maps and other information provided by/to HNLU for the EOI shall continue to remain property of HNLU. All information and documents submitted as part of the EOI application shall become property of HNLU.
- h. HNLU reserves the right to reject any application without assigning any reason. HNLU also will not provide any explanation to the applicants related to the short listing and selection process. The decision of HNLU in this respect shall be final and binding on all applicants.
- i. Applicants may submit their applications with all relevant enclosures in the prescribed format in sealed cover clearly marked "Expression of Interest (EOI) for Empanelment of Technical Consultants for Comprehensive Architectural Services & Infrastructure Design Services for various works in HNLU " so as to reach the office of REGISTRAR, HNLU, on or before hours on at the following address:

To,

REGISTRAR HIDAYATULLAH NATIONAL LAW UNIVERSITY Sector 40,Uparwara, Nava Raipur Atal Nagar, Raipur Chhattisgarh 492002, India

TO BE SWORN ON A NON-JUDICIAL STAMP PAPER OF RS.100/-AFFIDAVIT

*I/we			
*Director/	Proprietor/	Partner	of
	omplete address) do hereby solei		
*firm/company) vide	*ar Registration No(mention the name of the Act	under	
for Expression of Inter	rest (EOI) for Empanelment of T erior Design Services & Infrast	echnical Consultant	ts for Comprehensive
submit the aforesaid p	(noroposal as neither the applicant and/ or any State Government it.	has been barred and	d/ or blacklisted by the
constituents during th	(n e last three years has neither fa oject or agreement nor any agr s constituents.	iled to perform on ar	ny agreement nor was
	xure attached to this affida	ion organization) or a	
DEPONENT	government that are in arbitratior	1.	
VERIFICATION			
that the contents of the	the ne aforesaid paragraphs 1 to 4 a and nothing is concealed there fr	are true and correct to	
Verified at2012. (Strike off whichever is	(place) this	i	Day of
(Samo on Willonovol II	The approad of		DEPONENT
Note : Deponent will	be the authorized signatory of	the Applicant	

ANNEXURE 2

Format of Letter of Expression of Interest

[On Company's/Firm's/Lead Member's letterhead]

Reference:	Date:
REGISTRAR HIDAYATULLAH NATIONAL LAW UNIVERSITY	
Sector 40, Uparwara,	
Nava Raipur Atal Nagar,	
Raipur Chhattisgarh 492002, India	
SUBMISSION OF EXPRESSION OF INTEREST	
Empanelment of Technical Consultants for Comprehensive Architectural a Services & Infrastructure Design Services for various works in HNLU. Dear Sir.	and Interior Design
We hereby submit our expression of interest for consultancy services as explain for Expression of Interest for the aforementioned project. In support we submit information and relevant documents (one original and one copy) for our p procedure for short listing of applicants as a part of the selection process.	all the necessary
The submission is made by us, on behalf of duly authorized to submit the expression of interest	
We hereby submit our willingness to get shortlisted for our participation in identifying the Consultant by the aforementioned Design.	the process for
We understand that HNLU reserves the right to reject the submission, \boldsymbol{w} any reason.	ithout assigning
Yours faithfully,	
Signature of Applicant: Name of Signatory:	
Designation:	
Name and address of firm:	
Contact number: Fax:	
Email:	
Englacuracy	

Enclosures:

1. Copy of Board Resolution/ Power of Attorney or Authority letter authorizing the representative to sign on behalf of the Company/ firm as the case may be.

Proforma: Expression of Interest Questionnaire

1.	Name of Applicant:				
2.	State the structure of the applicant's organization:				
	(applicants to indicate as appropriate)				
	Proprietary concern				
	Partnership firm				
	Private Limited Company				
	Public Limited Company				
	Other (please specify)				
3.	Applicant to provide this information:				
	1. Name of the company / firm:				
	2. Registration No. with the Country of Registration:				
	3. Year of Registration:				
	4. Registered address:				
	5. Principal place of business:				
	6. Address of Branch Offices (own):				
	7. Whether wholly/ partially owned subsidiary of foreign company: Yes/No (give details)				
	8. Name and address of Principal/ Parent Company (if applicable) :				
	9. Name of contact person:				
	10. Contact person's designation:				
	11. Address, telephone, fax no. email address of contact person:				
4.	Does EOI application contain the Board Resolution/ owner of Attorney/ Authority Letter,				
	which empowers the person or persons to sign the letter of application?				
	Yes / No				
	If no, give reasons				
5.	State the number of years the applicant has been in business undertaking work similar in				
	scope and nature of work for which short listing is sought.				
	Name No. of years				
	1.				
6.	Applicant should compile a list showing their previous experience of work as per proforma				
0.	at Annexure 6 and 7 in the manner and for the period indicated in the proforma (attach				
	separate sheets duly referred as in response to question 8)				
	separate sheets duly referred as in response to question of				
	Do you authorize HNLU to make enquiries with any of the clients listed by the applicant?				
	Yes / No				
	1657 116				
	Have you provided information regarding previous experience of work as per Annexure 6				
	8 7?				
	Yes / No				
	103/100				

Detail of Turnover and Net-worth of last 3 years

Applicants should provide details of turnover for last three years.

Attach proof of the financial statement* certified by auditor.

Year	Turnover (INR in Crores)
2019-20	
2020-21	
2021-22	

^{*}Complete balance sheet for the three financial years duly certified by the Chartered Accountant shall also to be attached.

- In case the turnover is from the sources other than consultancy a separate certificate from CA shall also be submitted in the above format for the income through consultancy service only.
- 2. The Price Conversion factor shall be considered as: 1USD = 82.69 INR

Applicant's Experience

(Details of major works (maximum ten) executed during the last seven years that may support evaluation criterion at Annexure 1)

SI. No.	Name of work	Address & contact detail of the client	Role in participation: Individual	Description actual services provided by technical consultant	Date commer & com	ncement	Project cost INR in Millions	Tendered cost	Site area	Built up area	Time for completion as per tender

Name of Company/Firm:

Please give reasons if the actual cost was more than 10% above the tendered cost. Please give reasons if the actual time for completion was greater than 10% above the original schedule.

- The information is to be given by individual applicant.
- The list of works is to be compiled as per the format above giving reference to specific evaluation criterion for which the work is being listed.
- Copy of supporting documents (in the form of certificate from client / agreements / appointment orders / contract / certification provided by the Project owners) should be enclosed.
- Where currency conversion is used, specify the exchange rate and its date.

Applicant's Experience: Project Sheet

Firm's Name:

1	Project name:
2	Country:
	Location within country:
3	Name of client:
4	Address:
5	Name of contact person:
	Title:
	Telephone no.: Email:
6	Approx. value of contract (INR in Crore):
7	Approx. value of the services provided by your firm under the contract (INR in Crore):
8	Start date (month / Year):
	Completion date (month / Year):
9	Duration of assignment (months):
10	Total No. of staff months of the assignment:
11	Name of associated consultants, if any:
12	No. of Professional staff-months provided by associated consultants:
13	Name of senior professional staff of your firm involved and functions performed:
	(indicate most significant profiles such as project Director / Coordinator, Team Leader)
14	Narrative description of project and its nature:
15	Total campus area (in Ha):
16	Total covered area (in sq.mts.):
	(give separate information about actual built up / under construction and proposed)
17	Brief description of the general specifications of the special features:
18	Any green technologies /features used:
	(particularly for climate control, energy, water and waste management)

- The information is to be given by individual applicant.
- Copy of supporting documents (in the form of certificates received) should be enclosed.
- Where currency conversion is used, specify the exchange rate and its date.

CVs of staff available with Applicant

Applicant must indicate the key professional staff employed (as on date of EOI notice) in following indicative categories

Discipline	Experience > 15 years	Experience 10-15 years	Experience upto 10 years	Length of service in the organization
Town Planner				
Architect				
Structural engineer				
Civil engineer				
Landscape Designer				

Note:

Applicants may add the field of specialization as per their experience.

Maximum two-page CV of each main member and key expert shall be furnished.

CVs of the executive head of the Applicants and all other main members and key experts should contain the following heads:

- 1. Qualifications
- 2. Experience in years (separately for each individual field of expertise if more than one)
- 3. Name, nature, size of similar works handled and responsibility therein
- 4. Publications
- 5. Personal awards and recognition
- 6. Professional memberships
- 7. Other professional involvements (in fields of expertise) [Please attach proofs thereof at all places]

ANNEXURE 8

List of Award of International Repute as well as awarded by any Central / State Government

SI. No.	Name of Award	Awarded by	Details of the work for which the award is given

- 1. Copy of the citation or the award shall be submitted duly self-attested as a proof.
- 2. A brief detail about the work including the cost, scope of work, the client, the period of work shall be enclosed in respect of each award mentioned above.