



CANTONMENT BOARD CLIFTON

CC-38, Street 10, Kh-e-Rahat, Phase-VI, DHA, Karachi-75500

Ph. # 35847831-2, 35348774-5, 35850403, 35348784, Fax 35847835

Website: www.cbc.gov.pk

No. CBC/Engr. Br/ 5487

Dated: 06 April, 2022

To,

The Assistant Director (IT & Monitoring),

Public Procurement Regulatory Authority,

1stFloor, FBC Building near State Bank,

Sector G-5/2, Islamabad.

Tel: 051-9205728 / Fax: 0519219149 / 9224823.

Subject: **PUBLICATION OF TENDER NOTICE.**

2. Please find enclosed herewith a copy of advertisement notice for publication at PPRA website.

Enclosed: **(As stated above)**


CANTT: EXECUTIVE OFFICER
CLIFTON CANTONMENT

Copy to:

1. Master File



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HIRING OF CONSULTANTS/ARCHITECTS

Cantonment Board Clifton being procuring entity invites sealed bids for hiring of the services of well reputed consultant /architect as stand-by consultant having valid registration with PCATP / PEC and are on active tax payer list of the Federal Board of Revenue for a period of two years (Extendable for another two years) for planning, designing and revamping/re-habilitation of its municipal infrastructure as per "Single Stage Two Envelope Procedure" under Rule 36(b) of PPRA Rules 2004 (as amended upto date).

TERMS & CONDITIONS

1. Tender / Bidding documents containing Invitation to the bid/Tender Notice, Form of Bid, Scope of work, Conditions of Contract Agreement and Bid evaluation criteria etc. can be obtained on any working day during office hours from the office of Cantonment Board Clifton at CC-38, Street 10, Kh-e-Rahat, Phase-VI, DHA Karachi on or before closing date/time of tender bid. Price of the bidding documents is Rs 2,000/- (non-refundable). Tender / bidding documents can also be downloaded from CBC website www.cbc.gov.pk.
2. Closing date for bids to reach in the Office of Cantonment Board Clifton, CC-38, Street 10, Kh-e-Rahat, Phase-VI, DHA, Karachi is 26 April, 2022 at 11:30 hours and only technical bids shall be opened on same day at 12:00 hours, while retaining the financial bids sealed, in presence of authorized representatives of firms who happen to be present at that time. The bids received late will not be entertained.
3. Earnest money /bid security of Rs. 100,000/- must be accompanied in the shape of Call deposit in the name **Cantonment Board Clifton**, from Scheduled banks in accordance with the Rule 25 of PPRA Rules 2004 (As amended upto date). An Affidavit to the effect stating that the security /earnest money has been placed in financial proposals /bids must be attached in the technical proposals. Any bid security not validated from bank can result into penal consequences.
4. The bid validity period shall be ninety (90) working days after the bid is received and opened.
5. The submission of Bids by the consultants implies that they are fully conversant with the, scope of work and terms and conditions laid down in the tender / bid's documents.
6. The eligible firms are required to submit their Bids in separate sealed envelopes i.e. one envelope containing "Technical Proposal" of the firms, clearly marked as "Technical Bid" accompanied with respective bidding document fee, while the

second envelope containing financial proposal / bid price, clearly marked as '**Financial Proposal**'. Both Technical and Financial proposals / bids will be placed in single sealed envelope duly addressed and send to Office of Cantonment Board Clifton at CC-38, Street 10, Kh-e-Rahat, Phase-VI, DHA, Karachi within due date & time of closing of tender box.

7. Technical proposal must be numbered & a table of contents inserted at beginning of the proposal showing the table of contents of the proposal according to the numbered pages. All pages of Bids shall be signed & stamped by the bidder and seal be affixed along with the signatures / initials/ Stamp.
8. Bidder / Consultant blacklisted by Cantonment Board Clifton or involved in litigation or found to be indulged in corrupt or fraudulent practices will be considered non responsive by Cantonment Board Clifton being procuring entity.
9. The '**Technical Proposals/ Bids**' of the firms / consultants will be evaluated in accordance with laid down evaluation criteria based on the following documents to be provided in the bidding documents meant for submission of Technical Proposal.
 - I. Detail of projects of similar nature related to the above mentioned work undertaken by the firm / consultant in the last 5 years (in hand/ completed) supported by documentary evidence such as work orders / completion reports in original or attested copies.
 - II. Financial status, Bank balance & certificate from the scheduled bank for the last 5 years.
 - III. The Income Tax Certificate from the concerned department, showing Tax payment regarding works / projects executed during last 5 years.
 - IV. Details of technical staff for the consultancy services, duly supported by attested credentials.
 - V. An affidavit that the firm is neither blacklisted nor in dispute / litigation / arbitration with any Govt. / semi Govt. Department on the left over/ incomplete projects.
 - VI. An affidavit is required to be provided with the technical bid regarding attachment of the bid security in the shape of Bank Guarantee or call deposit with the financial bid.
 - VII. The firms / consultants having their own equipment relating to the consultancy services.
 - VIII. Only those will be eligible to apply for the tender who have renewed their enlistment with PEC / PCATP for the year 2022.
 - IX. Incomplete Tender forms will be considered as Non responsive i.e. name of Firm, Quoted rates in words and in figures, signatures of the consultant and stamp of the firm.
10. Only upto two decimal digits (0.00) will be considered for evaluation of the quoted Rates. If any document submitted along with bid documents found false / bogus, the registration of the consultant / firm shall stand cancelled/ blacklisted in the light of enabling provisions of PPRA Rules 2004. Conditional / Incomplete bids shall not be acceptable.

11. The **Financial Bids / Proposals** of only technically responsive qualified bidders will be opened after evaluation of **Technical Bids** in the presence of bidders / their representatives (who may like to attend) in the office of the Cantonment Board Clifton on the date & time to be notified later on whereas the **Financial Bids** of technically non responsive bidders shall be returned unopened to the respective bidders.
12. All the government taxes (Federal, Provincial & any other) will be deducted as per prevailing government policy.
13. Incomplete/ disfiguring/ overwriting/ by hand/ delayed bids shall be declared non-responsive.
14. Any bid received in the contravention of enabling provisions of PPRA Rules, 2004 (As amended upto date) will be declared non responsive by the procuring entity. Cantonment Board Clifton being procuring entity reserves the right to accept or reject any tender / bid on technical / administrative grounds under Rule 33 (l) Rules, 2004 (As amended upto date).
15. Successful bidder shall be bound to execute an agreement with the procuring entity and all terms and conditions including tender notice shall be binding on the bidder.
16. Other terms & conditions pertaining to the consultancy services can be seen in the Office of the Cantonment Board Clifton on any working day during office hours.
17. As per PPRA Rule 33, the procuring agency may reject all bids or proposals at any time prior to the acceptance of a bid or proposal. The procuring agency shall upon request communicate to any bidder / consultant who submitted a bid or proposal, the grounds for its rejection of all bids or proposals, but is not required to justify those grounds.


Cantonment Executive Officer
Cantonment Board Clifton



CANTONMENT BOARD CLIFTON

REQUEST FOR PROPOSAL **FOR** **HIRING OF CONSULTANTS/ARCHITECTS**

APRIL 2022



CANTONMENT BOARD CLIFTON

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TERMS & CONDITIONS

1. Tender / Bidding documents containing Invitation to the bid/Tender Notice, Form of Bid, Scope of work, Conditions of Contract Agreement and Bid evaluation criteria etc. can be obtained on any working day during office hours from the office of Cantonment Board Clifton at CC-38, Street 10, Kh-e-Rahat, Phase-VI, DHA Karachi on or before closing date/time of tender bid. Price of the bidding documents is Rs 2,000/- (non-refundable). Tender / bidding documents can also be downloaded from CBC website www.cbc.gov.pk
2. Closing date for bids to reach in the Office of Cantonment Board Clifton, CC-38, Street 10, Kh-e-Rahat, Phase-VI, DHA, Karachi is 26 April, 2022 at 1130 hours and only technical bids shall be opened on same day at 1200 hours, while retaining the financial bids sealed, in presence of authorized representatives of firms who happen to be present at that time. The bids received late will not be entertained.
3. Earnest money /bid security of Rs. 100,000/- must be accompanied in the shape of Call deposit in the name **Cantonment Board Clifton**, from Scheduled banks in accordance with the Rule 25 of PPRA Rules 2004 (As amended upto date). An Affidavit to the effect stating that the security /earnest money has been placed in financial proposals /bids must be attached in the technical proposals. Any bid security not validated from bank can result into penal consequences.
4. The bid validity period shall be ninety (90) working days after the bid is received and opened.

5. The submission of Bids by the consultants implies that they are fully conversant with the, scope of work and terms and conditions laid down in the tender / bid's documents.
6. The eligible firms are required to submit their Bids in separate sealed envelopes i.e. one envelope containing "Technical Proposal" of the firms, clearly marked as "Technical Bid" accompanied with respective bidding document fee, while the second envelope containing financial proposal / bid price, clearly marked as 'Financial Proposal'. Both Technical and Financial proposals / bids will be placed in single sealed envelope duly addressed and send to Office of Cantonment Board Clifton at CC-38, Street 10, Kh-e-Rahat, Phase-VI, DHA, Karachi within due date & time of closing of tender box.
7. Technical proposal must be numbered & a table of contents inserted at beginning of the proposal showing the table of contents of the proposal according to the numbered pages. All pages of Bids shall be signed & stamped by the bidder and seal be affixed along with the signatures / initials/ Stamp.
8. Bidder / Consultant blacklisted by Cantonment Board Clifton or involved in litigation or found to be indulged in corrupt or fraudulent practices will be considered non responsive by Cantonment Board Clifton being procuring entity.
9. The 'Technical Proposals/ Bids' of the firms / consultants will be evaluated in accordance with laid down evaluation criteria based on the following documents to be provided in the bidding documents meant for submission of Technical Proposal.
 - I. Detail of projects of similar nature related to the above mentioned work undertaken by the firm / consultant in the last 5 years (in hand/ completed) supported by documentary evidence such as work orders / completion reports in original or attested copies.
 - II. Financial status, Bank balance & certificate from the scheduled bank for the last 5 years.
 - III. The Income Tax Certificate from the concerned department, showing Tax payment regarding works / projects executed during last 5 years.
 - IV. Details of technical staff for the consultancy services, duly supported by attested credentials.
 - V. An affidavit that the firm is neither blacklisted nor in dispute / litigation / arbitration with any Govt. / semi Govt. Department on the left over/ incomplete projects.
 - VI. An affidavit is required to be provided with the technical bid regarding attachment of the bid security in the shape of Bank Guarantee or call deposit with the financial bid.

- VII. The firms / consultants having their own equipment relating to the consultancy services.
- VIII. Only those will be eligible to apply for the tender who have renewed their enlistment with PEC / PCATP for the year 2022.
- IX. Incomplete Tender forms will be considered as Non responsive i.e. name of Firm, Quoted rates in words and in figures, signatures of the consultant and stamp of the firm.
- 10. Only upto two decimal digits (0.00) will be considered for evaluation of the quoted Rates. If any document submitted along with bid documents found false / bogus, the registration of the consultant / firm shall stand cancelled/ blacklisted in the light of enabling provisions of PPRA Rules 2004. Conditional / Incomplete bids shall not be acceptable.
- 11. The **Financial Bids / Proposals** of only technically responsive qualified bidders will be opened after evaluation of **Technical Bids** in the presence of bidders / their representatives (who may like to attend) in the office of the Cantonment Board Clifton on the date & time to be notified later on whereas the **Financial Bids** of technically non responsive bidders shall be returned unopened to the respective bidders.
- 12. All the government taxes (Federal, Provincial & any other) will be deducted as per prevailing government policy.
- 13. Incomplete/ disfiguring/ overwriting/ by hand/ delayed bids shall be declared non-responsive.
- 14. Any bid received in the contravention of enabling provisions of PPRA Rules, 2004 (As amended upto date) will be declared non responsive by the procuring entity. Cantonment Board Clifton being procuring entity reserves the right to accept or reject any tender / bid on technical / administrative grounds under Rule 33 (I) Rules, 2004 (As amended upto date).
- 15. Successful bidder shall be bound to execute an agreement with the procuring entity and all terms and conditions including tender notice shall be binding on the bidder.
- 16. Other terms & conditions pertaining to the consultancy services can be seen in the Office of the Cantonment Board Clifton on any working day during office hours.
- 17. As per PPRA Rule 33, the procuring agency may reject all bids or proposals at any time prior to the acceptance of a bid or proposal. The procuring agency shall upon request communicate to any bidder / consultant who submitted a bid or proposal, the grounds for its rejection of all bids or proposals, but is not required to justify those grounds.

APPENDIX A

THE PROJECT

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SCOPE OF SERVICES

A-1 HIRING OF CONSULTANT / ARCHITECTS FOR PROVISION OF CONSULTANCY SERVICES.

A-2 SCOPE OF SERVICES

1. Planning, designing and revamping/rehabilitation of buildings, road infrastructure & allied works etc
2. Preparation of BOQs on prevailing MES Schedule of rates.
3. Interior designing of Cantonment Fund Buildings.
4. Hard & soft landscaping.
5. Consultancy service for Private Residential & Commercial Buildings as per requirements.

Applications are invited from well reputed consultant/ architect registered with PCATP / PEC only those who fulfill conditions specified by the PPRA for the similar works will be short-listed. The following information should be sent in duplicate.

- I. Detail of projects of similar nature related to the above mentioned work undertaken by the firm / consultant in the last 5 years (in hand/ completed) supported by documentary evidence such as work orders / completion reports in original or attested copies.
- II. Financial status, Bank balance & certificate from the scheduled bank for the last 5 years.
- III. The Income Tax Certificate from the concerned department, showing Tax payment regarding works / projects executed during last 5 years.
- IV. Details of technical staff for the consultancy services, duly supported by attested credentials.
- V. An affidavit that the firm is neither blacklisted nor in dispute / litigation / arbitration with any Govt. / semi Govt. Department on the left over/ incomplete projects.
- VI. An affidavit is required to be provided with the technical bid regarding attachment of the bid security in the shape of Bank Guarantee or call deposit with the financial bid.
- VII. The firms / consultants having their own equipment relating to the consultancy services.

- VIII. Only those will be eligible to apply for the tender who have renewed their enlistment with PEC / PCATP for the year 2022.
- IX. Incomplete Tender forms will be considered as Non responsive i.e. name of Firm, Quoted rates in words and in figures, signatures of the consultant and stamp of the firm.

The bid shall comprise a single package containing two separate envelopes. Each envelope shall contain separately the **Financial Proposal** and the **Technical Proposal**; the envelopes shall be marked as "**FINANCIAL PROPOSAL**" and "**TECHNICAL PROPOSAL**" in bold and legible letters to avoid confusion; initially, only the envelope marked "**TECHNICAL PROPOSAL**" shall be opened; the envelope marked as "**FINANCIAL PROPOSAL**" shall be retained in the custody of the CBC without being opened.

The **Financial Bids / Proposals** of only technically responsive qualified bidders will be opened after evaluation of **Technical Bids** in the presence of bidders / their representatives (who may like to attend) in the office of the Cantonment Board Clifton on the date & time to be notified later on whereas the **Financial Bids** of technically non responsive bidders shall be returned unopened to the respective contactors.

The Evaluation of proposals will be through 36 (b) "One stage- two envelop bidding procedure", of the PPRA Rules 2004.

A-3 EVALUATION CRITERIA.

1. All Applications will be evaluated under the following criteria by scoring method on the basis of details furnished by them.

S.No	<u>DESCRIPTION</u>	MAX SCORE (Points)
I	Standing of firm <i>Name, Address, Telephone and Email address of consultant.</i>	10
II	Banker's Certificate <i>(Financial Statement Summary for the past three years)</i>	05
III	Income Tax Return of last five years	05
IV	Affidavit for non-Black-listed Firm	10
V	Valid PEC/PCATP Certification	10
VI	Principle technical personal staff, their Qualification & Experience	10

VII	List of work/projects of (50M or above) Completed during last Ten years. (04 point for each work)	20
VIII	List of work/Projects of Similar Nature (50M or above) work in Hand (05 point for each work)	20
IX	Past experience of working with Government Organization. (02 point for each work)	10

Committee reserves the right in deciding the number of pre-qualified entrants, and right to accept/reject any or all the applications as per PPRA rules provision

APPENDIX B

TIME SCHEDULE

B-1 Effective Date of Commencement of Services.

(The date on which this Agreement shall come into effect is the date when the Agreement is signed by both the parties).

B-2 Time Schedule of Services

(With reference to Article 3.2 give time schedule of Services taking into account data/documents required from the Client and the time of approval(s) by the Client.)

S.NO	Time Schedule	Duration
01	Submission & Approval of Concept, Design Development including Master plan	4 weeks
02	Detailed Design, Tender Drawing, and BOQ including RO and Solar System	4 weeks
03	Pre- Qualification, Evaluation & Selection of the Contractor	8 weeks
04	Working Drawings	4 weeks
05	Supervision	As per construction time line
06	Project completion report	02 weeks

APPENDIX C

REMUNERATION FOR SERVICES

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SCHEDULE OF PAYMENT

(With reference to Article 5)

The services and scope of work of the Consultants & Architects under this agreement will be as follows for various categories of Jobs, which shall form part of this agreement:

1 CONSULTANCY /ARCHITECTURAL WORKS FOR NEW PROJECTS

Sr No.	Description of work	Consultancy Fee @ % of Project Cost
1(a)	Detailed planning & designing i) Preliminary Architectural Designs & Drawings for approval ii) Based on Preliminary Drawing & Design a) Final Architectural Drawings b) Final Structural Drawings c) Final Plumbing & Drainage Drawing d) Final Electrical Layout and Drawings	
1(b)	i) Detailed estimate /BOQ based on MES Sch of rate 2014 (amended upto date) ii) Preparation of Tender Documents iii) Evaluation of Bids along with submission of its recommendation	
1(c)	Detailed top supervision of the work	
	Grand Total	

2 **CONSULTANCY /ARCHITECTURAL WORKS FOR
REVAMPING /REHABILITATION OF CANTT FUND
BUILDINGS/PROPERTIES**

Sr No.	Description of work	Consultancy Fee @ % of Project Cost
2(a)	Detailed planning & designing i) Preliminary Architectural Designs & Drawings for approval ii) Based on Preliminary Drawing & Design a) Final Architectural Drawings b) Final Structural Drawings c) Final Plumbing & Drainage Drawing d) Final Electrical Layout and Drawings	
2(b)	i) Detailed estimate /BOQ based on MES Sch of rate 2014 (amended up to date) ii) Preparation of Tender Documents iii) Evaluation of Bids along with submission of its recommendation	
2(c)	Detailed top supervision of the work	
	Grand Total	

C-2 Advance Payment
Only against Bank Guarantee

C-3 Schedule of Payments
(Either in terms of time with respect to Date of Commencement or on submission of deliverables)

SCHEDULE OF PAYMENT

S. N	DESCRIPTION	Percentage
I	Contract Signing /Award of Work	10%
II	Submission and Approval of Concept, Design Development,	30%
III	Detailed Design, Tender Drawing, and BOQ	20%
IV	Working Drawings	10%
V	During construction (three equal installments)	20%
VI	At handing over of the project to the Client	05%
VII	End of work	05 %

AGREEMENT FOR CONSULTANCY SERVICES

AGREEMENT

This Agreement is made at Karachi on the _____ day of _____ **BETWEEN** _____, **KARACHI** through the Cantonment Executive Officer, hereinafter called the "CLIENT" (which term where the context so admits shall mean and include the successors in office, representatives and assigns) of the First Part.

M/S. _____, Consulting, Architect & Planners, hereinafter called the "CONSULTANTS & ARCHITECTS" (which term where the context so admits shall mean and include their legal representatives, survivors or assigns of the Second Part.

WHEREAS the client intends to get design and supervise **New / Revamping / Rehabilitation of Cantt Fund Projects for the tenure of 02 Years 2022-24).**

in _____, hereinafter referred to as the "PROJECT".

AND WHEREAS the Consultants & Architects are qualified and willing to perform the works.

NOW, therefore, this Agreement witness that in consideration of the mutual covenants herein contained the parties hereto agree as follows: -

1. **APPOINTMENT OF CONSULTANTS/ARCHITECTS:**

The Client hereby appoints the Consultants & Architects as Sole Consultant/Architects for all categories in _____, Karachi as mentioned below under the heading of **SCOPE OF WORKS** for a period of _____ (extendable on mutually agreed terms and conditions) and the Consultants & Architects accept the appointment and agree to provide the services all in accordance with the terms and conditions of this agreement hereinafter set forth.

2. **SCOPE OF WORKS / SERVICES TO BE PROVIDED BY THE CONSULTANTS & ARCHITECTS AND THEIR RESPONSIBILITIES:**

The services and scope of work of the Consultants & Architects under this agreement will be as follows for various categories of Jobs, which shall form part of this agreement as mentioned in advertisement/ *AK- Appendix - "A"*

3. **TERM:**

The Consultant & Architect shall perform the services during the period commencing from the date of signing of Agreement and containing till completion of job.

4. PAYMENT:

The remuneration for services rendered by the service provider and the mode of the payment shall be as described in the attached APPENDIX-C

A. Schedule of Payments:

The remuneration for services rendered by the service provider and the mode of the payment shall be as described in the attached APPENDIX-D

B Payment Condition:

Payment shall be made in Pak Rupees not later than 15 days following submission by the Consultant & Architect of invoices in duplicate to the coordinator in clause -4.

5. PROJECT ADMINISTRATION:

A Coordination

To assist the consultation firms effectively supervise site preparation work "Consulting Services" etc for the construction of the Project.

The Consultant & Architect will designate following Officer as coordinator for the assignment;

Mr. _____

B. Tender Document:

The deliverable documents & drawings shall be submitted in the course of the assignments, and will constitute the basis of the payments to be made under clause-____.

6. PERFORMANCE STANDARD:

The Consultant & Architect undertakes to perform the services with the highest standard of professional and ethical competence and integrity.

7. OWNERSHIP OF MATERIAL:

Any studies, reports or other material, graphic, software or otherwise, prepared by the Consultant & Architect for the Client under the contract shall belong to and remain the property the Client under the contract shall belong to and remain the property of the Client. The Consultant & Architect may retain a copy of such documents and software's.

8. CONSULTANT & ARCHITECT NOT TO BE ENGAGED IN CERTAIN ACTIVATES:

The Consultant & Architect agrees that, during the term of this contract and after its termination, the Consultant & Architect and any entity affiliated with the Consultant, shall be disqualified from providing goods, work or services (Other than the services and any continuation thereof) any project resulting from or closely related to the services.

9. ASSIGNMENT:

The Consultant & Architect shall not assign this contract or Sub contract or any portion of it without the Client's prior written consent.

10. LAW GOVERNING CONTRACT AND LANGUAGE:

The contract shall be governed by the laws of Pakistan and the language of the contract shall be English

11. DISPUTE RESOLUTION:

In the event of any dispute between the Consultant/Architect and Cantonment Board Clifton the case shall be referred to DML&C, Karachi Region whose decision shall be final & binding on both parties.

12. ADDITIONAL SERVICES:

The Client may ask Consultant & Architect to perform additional services during the currency of this agreement. Such additional services shall be performed with prior concurrence of both the parties. Consultant & Architect shall submit an estimate of the additional time (if any) and the additional remunerations for such additional services which shall be approved in writing by the Client before the commencement of the additional services.

13. TERMINATION:

13.1 End of Services:

The Agreement shall terminate as soon as the services to be provided by the Consultant & Architect have complete and Consultant & Architect has received all payments due in accordance with this agreement.

13.2 Termination by the Client:

The Client may, by a written notice so thirty (30) days to Consultant & Architect, terminate this agreement. All accounts between the Client and Consultant & Architect shall be settled not later than sixty (60) days of the date to Consultant & Architect shall be paid in accordance with services performed prior to notice from the Client of such termination at the rates referred in appendix 'C' for each phase of work or part thereof proportionately.

13.3 Termination by the Consultant & Architect:

Consultant & Architect may, by a written notice of thirty (30) days, suspended the agreement, if the Client fails to perform any of his obligations under the Agreement, provided that such notice of suspension shall specify the nature of failure and shall request the Client to remedy such failure. If after the expiry of thirty (30) Days' notice of suspension, the Client has not remedied the failure. Consultant & Architect may terminate the Agreement in whole or in part by giving thirty (30) days advance notice of intent to terminate.

TERM OF REFERENCE & SCOPE OF WORK

1. Design Phase:

Preparation, development and finalization of Concept Plans / Layout plans etc.

Preparation of detailed Architectural & Engineering design pertaining to Architectural, Structure, Electrical, Plumbing & Services etc.

Preparation of Tender Documents along with Engineer's cost Estimates (BOQs). Tender Document includes Conditions of Contract, Tender Drawing, Bill of Quantities (based on MES Schedule of Rates-2014 amended upto date), and technical specifications.

Process/procedure for Pre-qualification of Contractors (if required)

Invite tender from Pre-qualified Contractors (if required), Scrutiny of Bids & Submission of bid Evaluation Report to the Client.

Preparation of working drawing of building for issuance to successful bidder for execution of works.

Submission of BOQs, Preparation of detailed Architectural & Engineering design pertaining to Architectural, Structure, Electrical, Plumbing & Services etc as per site.

1.2 Construction Supervision:

Detailed top supervision of the works /projects shall be carried out by Consultant / Architect.

- To supervise the construction in accordance with the latest Working drawing and Contract Document.
- To check the quality control procedures of the construction and ensure the selection and use of building materials in accordance with the specifications laid down in the MES Schedule of Rates 2014 (As amended upto date).
- To check and verify all running bills and final bill of the contractor as per site and duly recommended for Payment.
- To give written intimation to the contractor about defects and deficiencies found in the work observed during its supervision under intimation to the Client.
- To issue certificate of satisfactory completion of work in consultation with Client as per the provision of the contract.

1.3 REIMBURSABLE COST:

- Cost of Geo-Technical Investigation(if any)
- Cost of 3D presentation (if any)
- Cost of Model (if any)

2. Time Schedule:

2.1. Effective Date of Commencement of Services

The Effective Date of Commencement of services will be the date of Signing of this Agreement.

2.2.Schedule of services with time limit:

- The Preliminary Architectural Designs & Drawings etc for approval shall be submitted to the Client within 01 week.
- The final Architectural Drawings and stage wise final Structural Drawings, final Plumbing & Drainage Drawings and final electrical layout drawings etc shall be submitted to the Client within 01week.
- The preparation of tender notice, detailed tender documents and Engineer's cost Estimate will be submitted to the Client within 01 week after approval of the final design.
- The Bid Evaluation Report shall be submitted to the Client within 01 week after receiving of bids from the client/bidders.

2.3. Time for Approval by CLIENT:

The Client shall give approval of the submissions made by Consultant & Architect within 01 weeks of the submissions.

DELIVERABLES TO THE CLIENT

The following document & drawing shall be provided to the CLIENTS:

1. Preliminary Architectural designs & drawings	2 copies each
2. Detailed design Drawings	2 copies each
3. Tender Documents & Engineer's Cost Estimates	2 copies each
4. Bid Evaluation Report	2 copies each
5. Working Drawing for Construction	2 copies each

FOR AND ON BEHALF OF

M/S. _____

FOR AND ON BEHALF OF

VICE PRESIDENT

WITNESSESS:

1.

2.

WITNESSESS:

1.

2.

COUNTERSIGNED

CANTONMENT EXECUTIVE OFFICER

_____.