



**DEPARTMENT OF HANDLOOMS  
GOVERNMENT OF TAMIL NADU**



**The Tamilnadu Handloom Development  
Corporation Ltd.,**  
(A State Public Sector Undertaking under the  
Department of Handlooms, Government of Tamil Nadu)  
Kuralagam 2nd Floor, Chennai – 600 104.

**Reference No.TNHDC/625/2022-23, dated:19.05.2022**

**Expression of Interest (EOI) for  
Engagement of Architect & Project Management Consultant for  
Setting up of 'Handloom Museum'**

The Tamilnadu Handloom Development Corporation Ltd. Chennai on behalf of the Commissioner of Handlooms, Government of Tamil Nadu is inviting Expression of Interest to engage Architectural Consultant / Firms registered under Council of Architecture, New Delhi to provide **Architectural and Project Management Consultancy Services for setting up of 'Handloom Museum'** at about **22,000 Sq.Ft area** at Beach Resort Complex (BRC), ECR, Mamallapuram, Chengalpet District, Tamil Nadu. (As per Architect Act of Govt. of India, Proprietor / All the Partners of The Firm should be registered under the Council of Architecture for Rendering Professional Services.)

The duly filled up application in the prescribed format for engagement of Comprehensive Architectural and Project Management Consultancy Services for setting up of 'Handloom Museum' at Mamallapuram is to be sent to the undersigned super-scribing on the top of the envelope **"EOI for Engagement of Architect Consultants & Project Management Consultants for setting up of 'Handloom Museum'"** and should reach on or before **3.00 PM on 03.06.2022**. All the bids received till the above time shall be opened on same day by the constituted committee at **4.00 PM** in the presence of bidders those who wish to be present.

The prospective applicant must visit the worksite to understand the nature and scope of work during office hours on working days.

Earnest Money Deposit (**EMD**) of **Rs.50,000/-** shall be submitted together with the bid in a separate envelope. The Rough Estimated Cost, Financial Bid and Technical Bid are to be placed in separate envelopes. All **3 envelopes** to be placed in a single large envelope super scribed with the name of the bidder and the project that they are bidding for.

In case of any query please contact Thiru R.Ganesan, Deputy Director / Managing Director, The Tamilnadu Handloom Development Corporation Ltd., Phone No: 044 25341517 Email Id: tnhdc.handloom@gmail.com during office hours. Please send your bid to address mentioned above.

Managing Director,  
The Tamilnadu Handloom  
Development Corporation Ltd.



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The Tamilnadu Handloom Development Corporation Ltd. (hereinafter referred to as TNHDC Ltd.), Chennai behalf of the Commissioner of Handlooms, Government of Tamil Nadu is inviting Expression of Interest to engage Architectural Consultant / Firms Registered under Council of Architecture, New Delhi to provide **Architectural and Project Management Consultancy Services for setting up of 'Handloom Museum'** at about **22,000 Sq.Ft Area** at Beach Resort Complex (BRC), ECR, Mamallapuram, Chengalpet District, Tamil Nadu. (As per Architect Act of Govt. of India, Proprietor / All the Partners of The Firm should be registered under the Council of Architecture for Rendering Professional Services.)

The scope of work for Architectural firm is to prepare Concept Proposal, Detail Drawings, Structural Design & Drawing, Service Drawings and other required Drawings, Material Specification, All Interiors, Cost Estimation, Modular Workstation, Theater, Display Gallery, Digital Gallery, CCTV, Security Systems, Fire Detection, Central Air conditioning, Plumbing and Sanitary Works, Electrical Work, Power Generator, UPS and IT Server Room, False Ceiling and Other Ancillary work as per the requirement with periodic site supervision as and when required.

The agency having its Head Office / Branch Office in Chennai with a minimum of **10 years experience** in the relevant field and having completed at least **5 (Five) nos. similar works** of Public Buildings / Large Size Buildings / Museum and Landscaping, Architectural Design of Buildings with Single Project of value not less than **Rs.10.00 crore** in the last **10 years** for Government / Government Institutions / Public Private Partnership / Corporate Houses should apply with their credentials / information / testimonials in prescribed format which may be downloaded from Tenders Tamil Nadu web site [www.tntenders.gov.in](http://www.tntenders.gov.in)

The selection of the firm will be done on the basis of the technical and financial bids submitted with respective weightage of 80:20. If a firm quotes NIL Charges / Consideration, the bid shall be treated as unresponsive and will not be considered.

The duly filled up application in the prescribed format for engagement of Comprehensive Architectural and Project Management Consultancy Services for setting up of 'Handloom Museum' at Mamallapuram is to be sent to the undersigned super-scribing on the top of the envelope "Engagement of Architect Consultants / Project Management Consultants" and should reach on or before **3.00 PM on 03.06.2022**. All the bids received till the above time shall be opened on **same day** by the constituted committee at **4.00 PM** in the presence of bidders those who wish to be present.

Earnest Money Deposit (**EMD**) of **Rs.50,000/-** shall be submitted together with the bid in a separate envelope. The estimated cost, Financial Bid and Technical Bid are to be placed in separate envelopes. All 3 envelopes to be placed in a single large envelope super scribed with the name of the bidder and the project that they are bidding for.

In case of any query please contact Thiru R.Ganesan, Deputy Director / Managing Director, The Tamilnadu Handloom Development Corporation Ltd., Phone No: 044 25341517 Email Id: [tnhdc.handloom@gmail.com](mailto:tnhdc.handloom@gmail.com) during office hours. Please send your bid to address mentioned above.

Managing Director,  
The Tamilnadu Handloom Development Corporation Ltd.

**APPLICATION FOR ENGAGEMENT OF ARCHITECT FOR TNHDC LTD. FOR PROVIDING COMPREHENSIVE ARCHITECTURAL AND PROJECT MANAGEMENT CONSULTANCY SERVICES FOR SETTING UP OF 'HANDLOOM MUSEUM'**

**PART-I**

**(A) Instructions to the Applicants before filling up of Application form:**

- 1) As time is the essence of the Contract Agreement, the ability and competence of the applicants to render required services within the specified time frame will be the major factor while deciding the selection of the Architects.
- 2) Eligibility criteria of Architect / Interior Designers firms
- 3) The agency having Head Office OR Branch Office in Chennai and Registered Architect with 10 years of experience in the relevant field and having completed at least 10 (Ten) nos. of similar works of Public Buildings / Large Size Buildings / Museum and Landscaping / Architectural Design of Buildings with Single Project of value not less than Rs.10.00 crore in the last 10 years for Government / Government Institutions / Public Private Partnership / Corporate Houses.
- 4) The completed Architectural or Project management Consultancy projects should have had the scope of Concept Plan, Detail Drawings, Material Specification, Structural Design & Drawing, Service Drawings, All Interiors, Cost Estimation, Modular Workstation, Theater, Display Gallery, Digital Gallery CCTV, Security Systems, Fire Detection, Central Air conditioning, Plumbing and Sanitary Works, Electrical Work, Substitute Power, UPS and IT Server Room, False Ceiling and other ancillary work with periodic site supervision as and when required. (Supporting documents must be furnished along with a soft copy of already executed work)
- 5) The application shall be signed by the persons on behalf of the organization having necessary authorization / power of attorney to do so. Each page of application shall be signed (copy of the power of Attorney / Memorandum of Association shall be furnished along with the application and Original should be produced subsequently for verification and return).
- 6) Intending applicants are required to submit their full Bio-Data in duplicate giving details about the organization, experience, technical personal in their organization, proven competence to handle major works, in house computer-aided facilities, etc. in the enclosed Performa.

- 7) The application must be accompanied by a Registration Certificate under the Council of Architect, PAN Card with IT Return for the last 3 years, Goods and Service Tax Registration and Returns for the last 3 years.
- 8) Both the forms of applications (original and duplicate copy) shall contain copies of all the enclosures separately.
- 9) If the space in the Proforma is insufficient for furnishing full details, such information may be supplemented on a separate sheet stating therein the name of the Proforma and serial number. Separate sheets shall be used for each part of the application. Separate sheets must be duly signed and sealed.
- 10) The applicant (Architect Consultants, Interior Designers' firms.) must have at least 5 (Five) On Roll qualified graduate Architects. (Proof of the employee should have to be submitted).
- 11) The applicant should not have been blacklisted by any Government / Government Institutions in the past.
- 12) The applicant may engage the services of well-qualified specialists or consultants pertaining to services relevant to the work at his own risk and cost and no extra payment will be made by TNHDC Ltd., in this regard.
- 13) While filling up the application with regard to the list of important projects completed or on hand, the applicants shall include a separate sheet in the prescribed format. Summary of projects executed successfully in the past 5 years, focusing on brief descriptions of assignments, customer name and contact details, etc. to be provided. Summary of projects executed successfully in the past, focusing on brief descriptions of assignments, customer name and contact details, etc. to be provided.
- 14) The prospective applicant must visit the worksite to understand the nature and scope of work.
- 15) The application must be accompanied by rough estimates of the proposed work.
- 16) Bids with Incomplete / Ambiguous information will be rejected.
- 17) The bid for the works shall remain open for acceptance for a period of 180 days from the last date of submission of bid including the extension given, if any.
- 18) The total consultancy fee shall be duly filled up as per Annexure- IV (Financial Bid). The consultancy fee shall be inclusive of GST and any other taxes as applicable. Deduction of income tax etc. will be made at source at the time of making payment. This must be placed in a separate envelope. The fee includes

planning, designing and periodical supervision during construction of the project, travel expenses towards periodical supervision, for attending meetings with TNHDC Ltd., Commissioner of Handlooms and Principal Secretary to Government, Handlooms, Handicrafts, Tetciles and Khadi Department / visits to site and local authorities, etc., by the architect and or by their technical persons.

- 19) In case of non-deployment of supervisor, recovery @ Rs.50,000/- per month shall be made from the running bills of the Consultants/ Security Deposits made by the firm.
- 20) The payment of fee to the Architect Firm shall be restricted to the agreed percentage of the project cost. For the purpose of payment of fees, the project cost shall be lowest of the following:
  - i) The actual cost of the project on completion; or
  - ii) DPR / Preliminary cost approved by TNHDC Ltd.; or
  - iii) Estimated cost of the project put to tender.
- 21) The actual completion cost of the project or DPR / preliminary cost approved by TNHDC Ltd., or Estimated cost of the project put to tender shall not include the following:
  - i) Cost of land.
  - ii) Payment to statutory bodies / local authorities / Green Building Certification Authorities / State / Central Government.
  - iii) Any fee, deposit and payment towards services rendered by local Authorities / State / Central Govt.
  - iv) Contingencies charges.
  - v) Escalation in tendered cost of work due to variations in the cost of labour, material, specifications etc. shall not be paid extra / substituted items, deviations (plus/minus).
- 22) The above fee is inclusive of fee payable by the Architect to any other consultant / Associate(s) and nothing extra shall be payable by TNHDC Ltd., for this purpose.
- 23) The Architect firm shall verify all running bills and final bill of the Contractors to TNHDC Ltd. All the required documents e.g. Measurement Book and Tax Invoice etc. shall also be invariably part of the bills.

**(B) Scope of Work Includes:**

- 1) Preparation of concept proposal, site plan and layout plan, building plan, conceptual designing, planning and drawings, landscaping, BOQ, finishing and furnishing work including walk-through presentation, 3D Video Presentation, Detailed Project Report preparation, getting various clearances and approvals from all authorities concerned, assisting in tendering process, Project Management Consultancy services for subsequent period, and all other connected consultancy services for establishing the 'Handloom Museum'.
- 2) The proposed 'Handloom Museum' shall have the following components:
  - A) Reception
  - B) Display gallery
  - C) Digital Gallery
  - D) Mini theatre of 50-person capacity
  - E) Demo centre
  - F) High-Tech Digital Library
  - G) Children's kiosk
  - H) Office and Museum-in-charge (Curator) room
  - I) Souvenir Shop/ Sales stall
  - J) Reserve Collection / Store room
  - K) Cafeteria
  - L) Ticket Counter/ Locker room
  - M) Parking area
- 3) The approximate aggregate area for the facilities in the Handloom Museum will be 22,000 sq.ft. The estimated area for each proposed facility is given at Annexure - V.
- 4) The display has to be done atleast in three modes:

**I. Physical Display**

One Big Hall approximately 5000 sq.ft may be constructed for Physical Display of the following:

- (1) Traditional handloom production equipment (Pre-loom and post-loom) Products, Types of looms, Blocks etc.
- (2) Models of the ancient Dyeing vat and other structures excavated in Tamilnadu.
- (3) Spindle whorls, needle, shuttle used in the weaving etc., found in the archaeological excavation



- (4) Diorama of the traditional handloom industry (Silk and Cotton)
- (5) Mapping and display of salient features of traditional handloom centres in Tamilnadu.
- (6) Models of the ancient Bronzes / Stone sculptures/ Painting exhibiting textiles.
- (7) Touch Screen Display of all typical handloom products.

## **II. Digital Display**

Two rooms each approximately 2000 sq.ft may be constructed for Digital Display of the following:

- (1) Digital display on the process of cotton products from plant to fibre, fibre to finished products.
- (2) Digital display on the process of silk products from Mulberry Sapling / Silk Rearing to fibre, fibre to finished products.
- (3) Types of silk in India and their production.
- (4) Types of cotton in India and their production.
- (5) Zari making and history of Zari in Ancient India.
- (6) Printing blocks and history of blocks in Ancient India.
- (7) Digital display of the textiles products referred to in the Tamil Literature (Sangam and later period).
- (8) 3D Modelling of sculpture, Bronzes with unique textiles designs.
- (9) Digital display system that can incorporate 1000s of images of textiles and viewers can browse the image of their choice and zoom them to see the details.
- (10) The International scenario of Indian Textiles (Modern Period).

## **III. Theatre Mode**

A Theatre may be constructed with a space of 2000 sq.ft to accommodate 50-60 persons at a time. Following shows are to be displayed in the Theatre

- (1) Animated / Virtual Reality film on Textile industry of Tamilnadu in particular and India in general through the wages.
- (2) Augmented reality show (Spindle whorl, weaving process, etc.,)
- (3) Film on inland and international trade of textiles in the ancient period.
- (4) Designs and motifs of the Indian Textiles.
- (5) The specifics of endemic tradition and the process of production of typical handloom product from notable centres in Tamilnadu has to be filmed and the weavers have to be interviewed and short film of about 10 minutes have to be prepared on that basis.
- (6) Pallava Dynasty 7Dx show may also be telecasted in the theatre.
- (7) International scenario of Indian Textiles ( Modern Period).

- 5) Internal arrangement with details of all display gallery / furniture / seating arrangement for official accommodation.
- 6) Interior planning of toilets and other areas to ensure barrier free environment.
- 7) Designing False ceiling, Electrical Installation scheme along with type of luminaire / other gadgets required for the rooms and conference halls.
- 8) Preparation of the detailed estimate of quantities with cost based on prevailing market rates.
- 9) Preparation of Detailed Notice Inviting Tenders with detailed specifications of materials for inviting tender for fixing agency and execution of the work setting up of 'Handloom Museum' as per scope of work.
- 10) Assist TNHDC Ltd. In inviting bids, tender evaluation and fixing agency for execution.
- 11) Assist TNHDC Ltd. In complete execution of the work, check measurement, bill preparation for the work done in compliance with the design specifications.
- 12) Assist TNHDC Ltd. In keeping milestones of execution and quality control.

**(C) Additions, Alterations and Variations:**

- 1) TNHDC Ltd. Shall have the right to request for additions, alterations, modifications or deletions in the design and drawing of any part of the work and to request for additional work in connection therewith and the consultants shall comply with such requests without any extra cost.
- 2) No extra payment shall be made to architect by TNHDC Ltd. On account of such Additions & Alterations as enumerated above, provided the total carpet area remains same.
- 3) Variations
  - i) The overall variations in actual cost of project w.r.t the approved estimated cost by more than 5% (five percent), architect shall be levied penalty maximum up to 10% of the consultancy fees and shall be recovered from their final bill. The decision of TNHDC Ltd. In this regard shall be final and binding on the Architect firm.
  - ii) If the work in full or part is withdrawn by TNHDC Ltd., the same shall be proportionately adjusted in the architect fee and fee shall be paid only up to the stage for which the work has been completed subject to if it has been

accepted by TNHDC Ltd., and the architect shall have no further claim whatsoever on this account on TNHDC Ltd..

- iii) Notwithstanding anything stated anywhere else, the milestone linked payment to the consultant as per table at Annexure IV shall be payable subject to the condition of project getting sanctioned from the TNHDC Ltd.

**(D) Taxes and duties**

- 1) The architect fee is inclusive of all taxes, duties, cess and statutory levies payable under any law (as applicable on the date of submission of bid) by the architect in connection with execution of the work.
- 2) The fee will be adjusted prospectively for any increase / decrease in the GST rate as notified by Government of India.
- 3) Stamp duty and registration charges, if any, payable on the executed work document, shall be borne by the architect.
- 4) Tax deduction at source, if any, shall be made by TNHDC Ltd. As per law applicable from time to time from the amount payable to the architect.
- 5) The architect firm has to register itself in GST Act as per applicable law and submit the details.

**(E) EMD:**

- 1) An amount of Rs.50,000/- (Rupees Fifty Thousand only) as EMD shall be deposited by way of Demand Draft in the name of The Tamilnadu Handloom Development Corporation Ltd., Payable at Chennai which will be allowed to be adjusted against Security Deposit of the successful bidder.
- 2) The Bid will be rejected by TNHDC Ltd., as non-responsive and shall not be considered; in case EMD is not received in physical form.
- 3) The EMD of bidders other than L1 will be returned. The EMD of the successful architect will be discharged after the architect has furnished the required acceptable Performance Guarantee and or Security Deposit as the case may be.
- 4) No interest shall be paid by TNHDC Ltd. on the EMD.
- 5) The EMD may be forfeited, if a consultant withdraws the bid after bid opening during the period of validity; If, any unilateral revision in the offer is made by the tenderer during the validity of the offer; if the architect fails to sign the agreement within the 30 days from the date of issue of LOA or furnish the required performance security or fail to commence the work within the

stipulated time period prescribed in the contract; if the bidder furnishes any incorrect or false statement / information / document.

**(F) Performance Security/ Guarantee / Security Deposit**

- 1) For the due performance of the contract in accordance with the terms and conditions specified, the architect firm shall furnish **Performance Security / Guarantee / Security Deposit** to TNHDC Ltd., from a Nationalized / Scheduled Bank to the extent of **3%** of the value of estimated Project cost of work.
- 2) The Bank Guarantee shall remain valid till stipulated time for completion of work plus 90 days. The EMD paid by the Consultant shall be returned to the consultant after receipt of Performance Guarantee.
- 3) The Bank Guarantee shall be in favor of The Tamilnadu Handloom Development Corporation Ltd., Payable at Chennai. The Bank Guarantee should be in the prescribed format and issued from any Nationalized Bank / Scheduled Bank.
- 4) It is expressly understood and agreed that the performance security is intended to secure the performance of entire contract. It is also expressly understood and agreed that the performance security is not to be construed to cover any damages detailed / stipulated in various clauses in the Contract document.
- 5) The performance security will be discharged by TNHDC Ltd., and returned to the Architect firm after successful physical completion of the project at site and submission of completion drawings and documents to TNHDC Ltd., and statutory bodies.
- 6) TNHDC Ltd., reserve the right of forfeiture of the performance guarantee in additions to other claims and penalties in the event of the architect's / architect firm's failure to fulfill any of the contractual obligations or in the event of termination of contract as per terms and conditions of contract.
- 7) Should the stipulated time for completion of work, for whatever reason be extended, the architect firm, shall at its own cost, get the validity period of Bank Guarantee in respect of performance security furnished by them extended and shall furnish the extended / revised Bank Guarantee to TNHDC Ltd., before the expiry date of the Bank Guarantee originally furnished.

**(G) Completion period:**

- 1) The overall completion period for the execution of this project from the date of commencement of work shall be mentioned in work order.

- 2) If at any stage, the Project has been delayed by the acts of TNHDC Ltd., or by the deployed contractor for the work, nothing extra shall be payable to the consultant. However suitable extension of time for completion of work shall be granted accordingly.

#### **(H) Escalation / Price Variation**

- 1) No claim / additional fees on account of any price variation / Escalation on whatsoever ground shall be entertained at any stage of works. Quoted fees shall be firm and fixed for entire contract period as well as extended period for completion of the works.
- 2) In case the architect firm fails to complete the work within the Contract period or extended period as above owing to reasons attributable to architect firm, liquidated damages @ 2% per week of the total fees subject to a maximum of 10% of the total fees payable shall be levied on the architect firm. TNHDC Ltd., shall be entitled to deduct such damages from the dues that may become payable to the architect firm. If the work is held up at site due to non-availability of Drawings / Specifications / Other Details, as per mutually agreed schedule penalty, proportionate to the value of the work which is held up, shall be imposed on the architect firm.

#### **(I) Abandonment of work:**

- 1) That if the architect firm abandon the work for any reason whatsoever or become incapacitated from acting as consultants as aforesaid, TNHDC Ltd., may make full use of all or any of the drawings prepared by the architect firm and that the architect firm shall be liable to refund any excess fees paid to them up to that date plus such damages as may be assessed by TNHDC Ltd.
- 2) If at any time after start of work, TNHDC Ltd., decides to abandon or reduce the scope of work for any reason whatsoever and hence not required the whole or any part of the works to be carried out, TNHDC Ltd., shall give notice in writing to this effect to the architect firm and the architect firm shall have no claim for any payment of compensation, or otherwise whatsoever, on account of any profit or advance which it might have derived from the execution of works in full but which it did not derive in consequence of the foreclosure of the whole or part of the work.

## **(J) Termination**

- 1) TNHDC Ltd., without any prejudice to its right against the architect firm in respect of any delay or otherwise or to any claims or damages in respect of any breaches of the contract and without prejudice to any right or remedies under any of the provisions of this contract may terminate the contract by giving one month's notice in writing to the architect firm and in the event of such termination, the architect firm shall be liable to refund the excess payment, if any, made to them over and above what is due in terms of this agreement on the date of termination. TNHDC Ltd., may make full use of all or any of the drawings prepared by the consultants.
- 2) In case due to any circumstances, TNHDC Ltd., decides to curtail the scope of work or totally abandon the work, the payment to the architect firm would be made based on approved preliminary estimate or estimated cost or awarded cost whichever is less up to the stage of work executed by it immediately before taking such a decision.

## **(K) Number of Drawing Sets etc., and Copyright**

- 1) The architect firm shall supply free of charge to TNHDC Ltd., the following documents in soft as well as hard copy in desired numbers and as and when required by TNHDC Ltd.
  - i) Detail Project Reports with colored drawings.
  - ii) All the Drawings and estimates to be submitted to competent authorities.
  - iii) Complete detailed design calculations (structural and other services) including supply of drawings incorporating subsequent modifications.
  - iv) Interior Drawings.
  - v) Facilities Drawings.
  - vi) All working drawings for all the components (Good for Construction Drawings).
  - vii) 3D Video of the Proposed 'Handloom Museum' – Interior and exterior.
  - viii) Detailed estimates and rate analysis of all works.
  - ix) Completion drawings and detailed documents.
  - x) Tender documents / tender drawings as per TNHDC Ltd. Requirements.
  - xi) Fabrication Drawings of all equipment if any.
  - xii) As built drawings after completion of project.

- 2) The architect firm shall supply free of charge to TNHDC Ltd., all the estimates, details of quantities (BOQ), detailed designs, reports and any other details envisaged under this agreement, including drawings architectural, structural, electrical, air conditioning or other services (internal and external) would be supplied by the architect firm as indicated above. All these drawings will become the property of TNHDC Ltd.
- 3) Design Concept Presentation will be held on 5<sup>th</sup> day from the date of opening of the Technical Bid. The bidders qualified in Technical Bid Evaluation will be intimated through email minimum 48 hours prior to the Design Concept Presentation.
- 4) Financial Bid will be opened in the presence of participants who choose to attend the opening of the Financial Bid. Only qualified bidders shall be intimated through e-mail by 48 hrs. prior to opening of the bid.
- 5) The Architect firms shall be responsible for obtaining licenses and permits to carry out the services and any logistics services involved in the project. Architect firms / consultants shall bear all costs associated with the preparation and submission of their proposals, site visits etc. TNHDC Ltd. Is not bound to accept any proposal, and reserves the right to annul the selection process at any time prior to Contract award, without thereby incurring any liability to the Architect firms.

**(L) Association of Sub-Consultants (for Specialized Work)**

Architect Firm may associate with sub consultant(s) for specialized works such as Interior design, HVAC, Lift, Fire-fighting, Substitute Power, CCTV, IT and Technological Infrastructure, Landscape etc. at its own cost. The details of such sub consultants shall be mentioned by the Architect firm at the time of submission of Bid.

**(M) Responsibilities for Accuracy of Project Proposals**

- 1) The architect firm shall be responsible for the accuracy of the technical / financial data collected and the designs, drawings, quantities and estimates prepared by them as a part of the project. They will indemnify TNHDC Ltd., against any inaccuracy in the work, which might surface out at the time of ground implementation of the project. In such an eventuality, the architect firm will be responsible to correct the drawings including re-investigations etc. as required without any extra cost implication on TNHDC Ltd.

- 2) The Consultant shall fully indemnify TNHDC Ltd., from and against all claims and proceedings for or on account of any infringement of any patent right, design, trade mark or name or other protected rights in respect of any construction plant, machinery work or material used for or in connection with the work or temporary works.
- 3) TNHDC Ltd., reserves the right to award the work of one or more sectors / area to one or more consultant. Nothing extra shall be paid on this account. Further the payment of consultancy fees shall be regulated as mentioned under the Clause "Mode of Payment".

#### **(N) Force Majeure Clause**

Architect Firm shall be granted extension of the completion date without any financial repercussion to cover the delay caused by the circumstances viz., incidence of war, invasion, revolution, sabotage, curfew, work shutdown imposed by Govt. agencies or legislature or other authorities, act of God, epidemics, fires, earthquakes, floods explosions, accidents, sea navigation blockages or any other acts or events whatsoever which are beyond the control of TNHDC Ltd., and which shall directly or indirectly prevent completion of the works within the time specified in the agreement. This Force Majeure Clause shall be applicable only if extension of the completion date is granted by TNHDC Ltd. to the architect firm.

#### **(O) Withholding and Lien of Payment**

Whether any claim or claims for payment of money arises out of or under the contract against the architect firm, TNHDC Ltd. Shall be entitled to withhold and also to have a lien to retain in whole or in part, the security deposit, performance guarantee and or to withhold and have a lien to retain in part or in full the payments due to the architect firm, or any claims of the architect firm, so as to cover the claimed amount till the claim arising out of or under the contract is determined by the competent court.

#### **(P) Jurisdiction**

The agreement shall be governed by the Indian Law for the time being in force and the Courts in Chennai alone will have jurisdiction to deal with matter arising there from.



## **(Q) Proposals and Evaluation Criterion**

### **a) Technical Proposal**

The evaluation / scrutiny committee appointed by TNHDC Ltd. will assess the proposals submitted by the bidders, taking into account the criteria as prescribed in the RFP document.

The Minimum Eligibility Criterion is as follows:

- i) As per Architect Act. Govt. of India, Proprietor / All the Partners of The Firm should be registered under the Council of Architect for Rendering Professional Services. Hence valid registration with Council of Architect for Proprietor / All the Partners of the firm.
- ii) Having Head Office / Branch Office in Chennai.
- iii) Minimum of 10 years of experience in the relevant field. The date of registration of the organization shall reckon for evaluation of experience. At least have one Rating for Green Project.
- iv) Having completed at least 5 (Five) nos. similar works of Public Buildings / Large Size Buildings / Museum and Landscaping, Architectural Design of Buildings with Single Project of value not less than Rs.10.00 crore in the last 10 years for Government / Government Institutions / Public Private Partnership / Corporate Houses.
- v) Should apply with their credential/ information/ testimonials in prescribed format.
- vi) Pan Card.
- vii) GST Number for firm.
- viii) Copy of Partnership Deed / Copy of registration certificate should be attached with the application.
- ix) ITR/ Balance Sheet for 2020-21/2019-20/2018-19.
- x) The application shall be sealed and signed on each page by the person (s) on behalf of the organization having necessary authorization/ power of attorney to do so. Each page of application shall be signed (copy of the power of Attorney / Memorandum of the association shall be furnished along with the application.

- xi) Valid empanelment with any Central / State Government agency / institute / department.
- xii) Demand Draft of Rs.50,000/- drawn on any nationalized bank in the name of The Tamilnadu Handloom Development Corporation Ltd., Payable at Chennai as EMD.
- xiii) Must have at least five On Roll qualified graduate Architects. (Proof of The employee should have to be submitted).
- xiv) List of important projects completed, and on hand, the applicants shall include a separate sheet in the prescribed format.
- xv) The application must be accompanied with rough estimates of the proposed work.
- xvi) The bid for the works shall remain open for acceptance for a period of 90 days from the last date of submission of bid including the extension given, if any.
- xvii) The application is submitted in three separate envelopes for estimates to the project, technical bid and financial bid duly packed in one single envelope duly super scribed with **“EOI for Engagement of Architect & Project Management Consultant for setting up of ‘Handloom Museum’** and name of the organization/ firm on each envelope.

Only those bidders who qualify in eligibility evaluation as detailed above shall be invited for Design Concept Presentation under Technical Evaluation:

Sl. No.	Attributes	Maximum Marks
(1)	Financial strength	20
	a) Gross annual financial turn over during immediate last 3 years ending 31.03.2021. b) No losses for last 5 years. (0 points if losses exist, 10 points for no losses) 5 points for Turnover 1 crore. 10 Points for Twice minimum eligibility	
(2)	Experience in the Field (15 Years Minimum Experience required) 1 Mark for each year post minimum required 15 years.	10
(3)	No. and Quality of Assignments for Government / Esteemed organizations	20
(4)	Green Rating Achieved for Projects – 5 marks for each project	10

(5)	Awards received for Projects – 5 marks for each award	10
(6)	Resources and Expert Profiles Proposed (5 Architect Consultants as per requirements) – 4 marks for each	20
(7)	Experience in Setting up of Museum (5 Marks for Each Project)	10
	<b>Total</b>	<b>100 Marks</b>

The bidder qualifying the minimum eligibility criteria will be evaluated for first stage pre-qualification by following criteria by scoring method on the basis of details furnished by them.

- 1) To pre-qualify, the applicant must secure at least Fifty percent marks (50%) in each of the above criteria mentioned above and 70% marks in aggregate. TNHDC Ltd. However, reserves the right to restrict the list of such qualified bidder to any number deemed suitable by it.
- 2) Even though any Bidder may satisfy the above requirements, he would be liable to disqualification if he has:
  - i) Made misleading or false representation or deliberately suppressed the information in the forms, statements and enclosures required in the eligibility criteria document.
  - ii) Record of poor performance such as abandoning work.

#### **b) Evaluation of Technical Bid**

Only those bidders who qualify in eligibility bid after evaluation / scrutiny of documents / details submitted by them as above will be asked to submit presentation as part of technical bid at the notified date, time and place before the evaluation committee. In the next stage, presentation of the bidders shall be evaluated.

The technical bids shall be evaluated and marks shall be assigned based on marking scheme as per table-A given below. The evaluation shall be on the basis of concept, detailing, overall master plan, and presentation involving details in 3D or any other criteria finalized by the evaluation committee, decision of which shall be final and binding and no claim whatsoever shall be entertained.

The applicant firm has to submit the presentations in soft copy and hard copy to TNHDC Ltd. after the presentations for records. Any bidder fails to submit the presentation for record shall be treated as non-responsive and its scores / marks obtained till now shall be forfeited and it will be considered disqualified without any further references / communications in this regard.

Field inspections and background verifications on the bidder organization and on the projects and clients by the authorities / persons assigned also be part of Technical Evaluation. The bidder applicant should necessarily co-operate and arrange for the visits and verifications.

The Applicant consultants shall be required to make presentation of their concept before the committee of TNHDC Ltd. Applicant is also required to submit a precise brief paper on approach & methodology under following topics-

- i) Architects understanding of requirements given in the brief.
- ii) Composition of the team with emphasis on Team Leader and his standing in the field of commercial complexes / Office buildings / Office Interior design.
- iii) Design Methodology & Approach proposed for performing assignment.
- iv) Comments on the total project demonstrating bidder's knowledge and understanding of project requirement.
- v) Quality Assurance system for consultancy assignment.
- vi) Green concept measures.
- vii) Best utilization of available space.
- viii) Influx of natural light.
- ix) Ergonomic furniture.
- x) Air-conditioning and
- xi) Other themes

To qualify in Technical Presentation, at-least 70% marks must be secured by the bidder.

- The Bid shall be evaluated as under:-

<b>S. No.</b>	<b>Description</b>	<b>Max. Marks</b>
A	Applicant's relevant experience, financial strength, Qualification and related experience of key personnel to be employed on the job. [@ 25% of Marks obtained in the initial evaluation] (25/100 x Marks obtained as per initial evaluation in table)	25
B	Technical presentation: Approach paper on methodology, Concept plan for the proposed interior, overall Plan and presentation of the proposals including internal and external finishes, services, etc. with details in 3D, blow ups etc. Innovative Modern and /or Contemporary, State of Art Architectural features Aesthetics, Green Building Features, Disaster resistant methods / Technologies, Infrastructure for persons with disabilities. Incorporation of Environmental friendly & Sustainability considerations in planning and design considering the use of eco-friendly materials/locally available materials at site.	75
	<b>Total</b>	<b>100</b>

The applicant firms securing 75% marks or more in table above shall only be considered technically qualified for opening of Financial Bids and evaluation thereafter. TNHDC Ltd., however reserves the right to restrict the list of such qualified firms to any number deemed suitable by it.

**c) Opening of financial bid:**

After evaluation / scrutiny of technical bid, a list of short listed agencies will be prepared. Thereafter the financial bids of only qualified shortlisted bidders shall be opened by the Acceptance Committee at the notified time, date and place in the presence of the qualified bidders or their representative. The bids shall remain valid for 90 days from the date of opening of financial bid.

**d) Evaluation of Financial Bid:**

The bidders are required to quote fees for consultancy work in prescribed format inclusive of all prevailing taxes and levies including applicable GST. The price bid will include inter-alia, the fee for all components identified including detailed design, drawings and specifications for all parts covered in the scope of project with all services and other allied consultancy works.

The quoted fee shall not be increased due to time and cost overrun. The fee shall be quoted in Indian Rupees only.

Conditional bid shall not be accepted.

**The bidders** may please note that 80% weightage will be given to the technical bid and 20% weightage will be given to the financial bid of the technically qualified bidders.

**e) Evaluation methodology is given below:**

1) Composite Technical Score T(s):

(Vendor's Technical Score as per evaluation criteria) / 100 X 100

2) Composite Financial Score F(s):

(Lowest financial bid among agencies / Financial bid quoted by agency) x 100

3) Total Score = 0.80 X T(s) + 0.20 X F(s)

**(R) Award Criteria:** Selection of bidder after opening of financial bid

▪ **Award of Work:**

The work will be awarded to the applicant, scoring highest overall rating as calculated vide Para (f) above, amongst the technically qualified bidders. The successful applicant shall be informed by TNHDC Ltd., through a letter of acceptance of offer.

The architect firm shall communicate to TNHDC Ltd., within a fortnight of award of work, the names of all the sub consultants having requisite experience along with their credentials as per the bid document for the approval of the competent authority.

After the approval of the sub consultant by TNHDC Ltd., the architect firm shall enter a formal agreement

The selected applicant is expected to commence the assignment within 10 (Ten) days of issue of letter of award.

**(S) General:**

- 1) The Tamilnadu Handloom Development Corporation Ltd., (TNHDC Ltd.) Chennai is entrusted to act as Nodal Agency for setting up of 'Handloom Museum' on behalf of the Commissioner of Handlooms, Government of Tamil Nadu.
- 2) The Commissioner of Handlooms / Government of Tamil Nadu may at any time entrust the role of 'Nodal Agency' to any organization under the control of the Department of Handlooms in lieu of TNHDC Ltd., and in the event of such case, the entire clauses of this EOI on the part of TNHDC Ltd., will be continued by that organization.
- 3) The Commissioner of Handlooms and the Government of Tamil Nadu also reserve the right of ownership and all powers envisaged to TNHDC Ltd., by this EOI.
- 4) This EOI is governed by the Tamil Nadu Transparency in Tenders Act, 1998, Tamil Nadu Transparency in Tenders Rules, 2000, Tamil Nadu Transparency in Tenders ( Public Private Partnership Procurement) Rules 2012 and amendments and instructions thereof from time to time.
- 5) The scrutiny of the drawing, and designs by TNHDC Ltd.'s own supervisory staff, if any, does not absolve the architects of their responsibility under the agreement. The architects shall remain solely responsible for structural soundness of the design and other services for all provisions of the contract so as to satisfy the particular requirement of the architectural specifications.
- 6) The architect firms shall supply to TNHDC Ltd., copies of all documents, instructions issued to architect firms, if any, relating to the work, drawings, specifications, bill of quantities and also other documents as may be required.

- 7) The architect firm hereby agrees that the fees to be paid as provided herein will be in full discharge of function to be performed by it and no claim whatsoever shall be against TNHDC Ltd., in respect of any proprietary rights or copy rights on the part of any party relating to the plans, models and drawings.
- 8) While providing services, the architect firm shall ensure that there is no infringement of any patent or design rights and they shall be fully responsible for consequences / any actions due to any such infringement. Architect firm shall keep TNHDC Ltd., indemnified all the times and shall bear the losses suffered by TNHDC Ltd., in this regard.
- 9) Architect firm shall appoint and notify a team of two senior officials of his organization as nodal officers to represent the firm in all the meetings / presentations with Local Municipal Corporation Authorities / State / TNHDC Ltd. / Union Government or any other agency, as per requirement, if any.
- 10) **All designs and drawings shall be the property of TNHDC Ltd. The name and logo of Government of Tamil Nadu, Department of Handlooms and TNHDC Ltd.,** shall be predominantly displayed on all the drawings and documents. The architect firm shall not put name of firm on any of the documents / drawings on the DPR. The name of architect firm shall be written as Associate Consultant on all drawings / documents only after DPR is approved from all the concerned authorities.
- 11) The originals of approved completion drawings shall be on good quality reproducible tracing paper and soft copy of all the drawings & design shall have to be given on compact disc (CD). The proprietary rights of all the design shall remain with TNHDC Ltd.
- 12) The Architect firm shall be required to sign an Agreement with TNHDC Ltd., within 3 days of the receipt of LOA based on these terms & conditions.
- 13) Recovery / Penalties can be recovered from the fee / EMD / BG of the other works that the architect firm is doing or would be doing for TNHDC Ltd., at that time.

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**Expression of Interest (EOI) for  
Engagement of Architect & Project Management Consultant for  
Setting up of 'Handloom Museum'**

**APPLICATION FORM**

1. Name :
2. Address :
3. Qualification :
4. Details of Registration :
5. Total Experience in years :
6. Whether A partnership firm :
7. If so, give details of each partner :
8. Whether each partner had registered under the Council of Architects. :
9. Whether details in Annexure-I enclosed :
10. Whether details in Annexure-II enclosed :
11. Whether details in Annexure-III enclosed :
12. Whether details in Annexure-IV enclosed :
13. Details of EMD Submitted :



### Annexure – I

Details of the qualification works executed (please mention only such works which qualify for the category/class for which you have applied)

Sl.No.	Year of Project	Name of Work	Work Executed For (Name of the Organisation with address, concerning office and telephone No.)	Nature of Work (in brief)	Location of the Work	Actual Value of the Works	Stipulated Time for Completion	Actual Time for Completion	If work left incomplete / terminated (furnish reasons)

## Annexure-II

Details of the major work in hand (please mention only such works which quantify for the category/class for which you have applied)

Sl.No.	Year of Project	Name of Work	Work Executed For (Name of the Organisation with address, concerning office and telephone No.)	Nature of Work (in brief)	Location of the Work	Actual Value of the Works	Stipulated Time for Completion	Remarks

### **Annexure - II A**

Furnish the names of three responsible clients /persons to whom the major works carried out by the applicant with address and telephone numbers who will be in a position to clarify the quality as well as past performance of your organization

S. No	Name of the Officials	Organization	Address	Contact Numbers

### **Annexure – III**

Registration / Empanelled with Government /Public Sector/ Institutions

Sl. No	Name of the Organization	Nature of Work

#### **Annexure-IV (Financial Bid)**

Consultancy fee and schedule of payment

a) **Consultancy fee** \_\_\_\_\_% of the preliminary estimated cost of work (Rate should be quoted both in figure and words)

b) Schedule of payment:

<b>Stages</b>	<b>Payment Schedule</b>
<b>Stage 1</b> On submitting conceptual designs and though the estimate of the cost	7.5 % of accepted Consultancy Fee
<b>Stage 2</b> On submitting the required preliminary design for TNHDC Ltd.'s approval along with the preliminary estimate cost.	7.5 % of accepted Consultancy Fee
<b>Stage 3</b> 1. On incorporating TNHDC Ltd.'s suggestions and submitting drawings for approval from TNHDC Ltd. / Statutory authorities, if required 2. Upon TNHDC Ltd.'s statutory approval necessary for the commencement of construction, wherever applicable.	10 % of accepted Consultancy Fee
<b>Stage 4</b> Upon preparation of work drawings, specification, and schedule of quantities sufficient to prepare an estimate of cost and preparation of tender documents.	10 % of accepted Consultancy Fee
<b>Stage 5</b> On inviting, receiving analyzing and awarding tenders, advising the client on appointment of contractors	15 % of accepted Consultancy Fee

<p><b>Stage 6</b></p> <p>a) On submitting working drawings and details required for commencement of work at the site.</p> <p>1) On completion of 20% of the Work</p> <p>2) On completion of 40% of the Work</p> <p>3) On completion of 60% of the Work</p> <p>4) On completion of 80% of the Work</p> <p>5) On completion of 100% of the Work</p>	<p>10 % of accepted Consultancy Fee</p> <p>10 % of accepted Consultancy Fee</p> <p>10 % of accepted Consultancy Fee</p> <p>10 % of accepted Consultancy Fee</p> <p>10% of accepted Consultancy Fee</p>
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### **Annexure – V**

#### **TOTAL AREA ALLOTTED – Approx. 22,000 Sq Ft.**

The approximate area for each proposed facility in the Handloom Museum shall be about,

<b>Facility</b>	<b>Area in Sq. Ft.</b>
Reception	1500
Ticket Counter	
Physical Display Area	5000
Demo Centre	1000
Digital Display Area	2000
Theatre	2000
Souvenir Shop	4000
Children's Kiosk	
Locker Room	
Store Room	
Admin	
Café	
Total	15500
Circulation 40 Percent	6200
Overall Built up Area	21700
<b>TOTAL AREA (ROUNDED OFF)</b>	<b>22,000</b>

## Annexure – VI

Sl.No.	Particulars
	Detailed Layout Plan, Floor Plan
	Design
	Getting All Statutory Approvals and Clearances from various authorities of State / Union / Regulatory Bodies / Local Bodies and others.
	Structural Drawings
	Structural Specifications
	BOQ
	Assisting in Tendering Process
	Project Management Consultancy
	Civil Works
	Electrical System including Fittings and Substitute Power
	Water and Drainage System
	Landscaping
	IT and Technological Infrastructure
	<b>INTERIOR WORKS</b>
A	CIVIL WORK
B	FLOORING
C	FALSE CEILING
D	PAINT & POP
E	PARTITION & PANELLING
F	DOORS
G	STORAGES/COUNTERS/FURNITURE
H	MODULAR FURNITURE
I	CHAIRS /TABLES
J	MISC ITEMS
K	PLUMBING WORK
L	Decors
	All required Facilities for Museum
	Theatre
	HVAC WORK
	ELECTRICAL WORK
	NETWORKING WORK
	SAFETY AND SECURITY
	Fire detection System
	Sprinkler System
	MUSIC AND PA SYSTEM
	CCTV AND ACCESS CONTROL
	Monitoring the Progress