



CHHATTISGARH STATE RENEWABLE ENERGY DEVELOPMENT AGENCY (CREDA)

(Dept. of Energy, Govt. of Chhattisgarh)

Near Energy Park, Village Fundhar,
VIP Road (Air Port Road), Raipur 492015, Chhattisgarh,
E-mail: credatendercell@gmail.com, Website: creda.co.in

E-BID DOCUMENT No.111565/CREDA/HIRING DESIGN CONSULTANT/2022-23 Dated: 11-10-2022

UNIQUE TENDER ID –111565

CREDA invites Expression of Interest (EoI) cum QCBS e-TENDER for Selection and Hiring of Consultant/Consultancy Firm for designing of Sustainable Super ECBC compliant, Net Energy Positive, Green Office Building for CREDA at Nava Raipur, Atal Nagar, Chhattisgarh, with complete architectural and all related Consultancy services defined in the scope of work.

Particulars	From Date & Time	To Date & Time	Place
Date of issue of notice inviting EoI cum QCBS e-Tender	11.10.2022 05:00 PM	-----	-----
Period of availability of bidding document at website	11.10.2022 05:00 PM	24.11.2022 05:00 PM	www.creda.co.in/Tenders https://eproc.cgstate.gov.in
Submission of Pre-Bid queries in writing	11.10.2022 05:00 PM	21.10.2022 05:00 PM	To be Submitted hard copy at CREDA HO, Raipur or through E-mail at credatendercell@gmail.com
Submission of Online Bid (e-Technical + e-Financial Bid) and submission of Documents in hard copy	11.10.2022 05:00 PM	24.11.2022 05:00 PM	https://eproc.cgstate.gov.in
Opening of e-Technical Bid	25.11.2022 12:00 PM Onwards		At CREDA H.O., Conference Hall, Raipur. (https://eproc.cgstate.gov.in)
Evaluation of e-Technical bid	28.11.2022 12:00 PM Onwards		At CREDA H.O., Conference Hall, Raipur.
Presentation of Shortlisted Eligible Bidder	29.11.2022 12:00 PM Onwards		At CREDA H.O., Conference Hall, Raipur.
Opening of e-Financial Bid	01.12.2022 12:00 PM Onwards		At CREDA H.O., Conference Hall, Raipur.

- **Tender Document Cost– Rs. 10,000.00 + 18% GST = Rs.11,800.00 (Non-Refundable) (In words Rupees Eleven Thousand Eight Hundred Only) to be deposited in CREDA’s account along with EMD of Rs. 2,00,000/- (Two Lakhs only) via Demand Draft/ Pay Order or RTGS / NEFT in favour of “CREDA” payable at Raipur (C.G).**
- **Document can be downloaded from our website www.creda.co.in or from Chhattisgarh e-Procurement portal i.e. <https://eproc.cgstate.gov.in>**

CHATTISGARH STATE RENEWABLE ENERGY DEVELOPMENT AGENCY

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NOTICE INVITING TENDER

CREDA invites online bid from BEE Empanelled ECBC Expert Firms for the below stated work:

S No	Description of Work	Cost of Tender Document	EMD
1	Selection and Hiring of Consultant/Consultancy Firm for designing of Sustainable Super ECBC complaint, Net Energy Positive, Green Office Building for CREDA at Plot no. 52, Sector 24, Nava Raipur, Atal Nagar, Chhattisgarh, with complete Architectural and all related Consultancy services defined in the scope of work.	Rs.11,800/-	Rs. 2,00,000/-

Important Events and time schedule for this Bid are as follows: –

Particulars	From Date & Time	To Date & Time	Place
Date of issue of notice inviting EoI cum QCBS e-Tender	11.10.2022 05:00 PM	----	-----
Period of availability of bidding document at website	11.10.2022 05:00 PM	24.11.2022 05:00 PM	www.creda.co.in/Tenders https://eproc.cgstate.gov.in
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- Technical Bid and Financial Bid shall be submitted online only at <https://eproc.cgstate.gov.in>. However Technical Bid (as per the checklist) also has to be submitted duly signed hard copy at CE (RE-IV). If there is any discrepancy in the e-Bid and hard copy, only the documents in e-Bid shall be valid. **In no case the hard copy of documents shall be evaluated, they are only for record keeping by CREDA.** Bidders are advised to follow the instructions provided for Registration and e-Submission Process accordingly. (For any query about e-bidding please visit user manual at <https://eproc.cgstate.gov.in>).
- Details of this tender are mentioned at Tender Documents which can be downloaded from our website-www.creda.co.in
- **The Bidder should have to deposit Tender document cost along with EMD as mentioned above through Demand Draft/Pay Order or NEFT/RTGS payable to CREDA Raipur while submitting tender.**
- Bidders are requested to submit their suggestions/objections/ reservations if any with details so as to avoid any confusion and to ensure clarity and transparency regarding the Bid in writing or by e-mail.
- Any Addendum/Corrigendum/Amendment Notice if arises will only be uploaded on CREDA's Website.
- CREDA reserves all rights to accept/reject any or all tenders in full/part without assigning any reasons.
- The eligible bidders will have to present the conceptual design for Super ECBC net energy positive green office building through power point presentation.
- If any amendment is done in this tender then the same will be notified through CREDA's website <https://creda.co.in>
- For further information, may contact the following:
Shri Rajeev Gyani, Superintending Engineer, RE II, CREDA - Mob. No.: +919425503742
- CREDA reserves all rights to accept/reject any or all tenders in full/part without assigning any reasons.

**Chief Engineer
RE-IV, H.O. CREDA
Raipur (CG)**

CHECK LIST OF DOCUMENTS TO BE UPLOADED IN THE E-BIDDING PORTAL

To ensure that your Bid uploaded on the Chhattisgarh e-Procurement portal i.e. <https://eproc.cgstate.gov.in> is complete in all respects, please go through the following checklist & tick mark for the enclosures attached with your Bid –

S. No.	Envelope	Description	Attached	Not Attached
1	A. Pre- Qualification	EMD and Tender Document Fee submission form of the bidder confirmed by CREDA (as on page – 7)		
2		Scanned copy of Undertaking of the Bidder as mentioned on Page –8 of the tender document on the letter head of bidder		
3		Scanned copy of original tender document duly signed & with stamp on each page, as a confirmation of acceptance of the Terms & Conditions (T&C).		
4		PAN, GSTIN issued in the name of the bidder		
5		Self-certificate from Bidder on not being a debarred from Government contract or a blacklisted company.		
6		Declaration of conflict of interest - by bidder about any relatives working with CREDA and Affidavit (Annexure II) (Hard Copy to be submitted)		
7		Copy of registration of key member/s of the firm with Council of Architecture, India		
8		Copy of certification of Certified/Accredited Professional of ECBC Expert /LEED/IGBC/GEM/GRIHA.		
9	B. Financial Qualification	Original certificate for last three financial years Turnover i.e. 2019-20, 2020-21 & 2021-22 of work done in field.		
10		Original ITRs for last three financial Years i.e. 2019-20, 2020-21 & 2021-22 of the bidder.		
11		Original Net Worth Certificate duly signed by Chartered Accountant as on 31 st March 2022.		
12	C. Technical Qualification	Proofs of past executed work in support of designing/developing architectural concepts and detailed designs, energy simulation, compliance of Super ECBC Net energy surplus buildings & Green building ratings. Complete DPR as mentioned in Section-2 Scope of Work.		

Note:- Bidders shall have to also submit the original hard copies of the above mentioned documents.

(Sign & Seal of the Bidder)

DETAILS OF EMD AND TENDER DOCUMENT FEE

Name of A/c	CREDA
Bank & Branch Name	ICICI Bank, Panchpedi Naka, Raipur
Bank Account Number	134601000400
Branch IFSC Code	ICIC0001346

Bid No. and Date	
Name of the Bidder	
Bidder's Bank Account Details	
(i) Name of the bank	
(ii) Branch	
(iii) IFSC Code	
(iv) Account No.	
(v) Transaction reference number	EMD - ;Bid Document Fee -
(vi) Date of transaction	EMD - ;Bid Document Fee -
(vii) EMD	Rs./- In Words (Rs.....)
(viii) Bid Document Fee	Rs./- In Words (Rs.....)

(Sign & Seal of the bidder)

***NOTE –**

- 1. The EMD and the Tender Document Fee shall have to be deposited as mentioned in the NIT in CREDA's bank account (amount mentioned above). Bidder shall have to upload the transaction details as above or a scanned copy of the DD (if transaction is done through DD)**
- 2. In case the transaction is done through DD, the original DD has to be submitted in envelope as per Clause 4(d), section-1.**

UNDERTAKING OF THE BIDDER

(To be submitted on letter head)

I/We have read carefully and examined the notice inviting Bid, schedule, General Rules and terms and conditions of the contract, special conditions, Schedule of Rates and other documents and Rules referred to in the Bid document for the design & supervision of CREDA Office Building Project.

I/We hereby tender my rates for the consultancy for CREDA as specified within the time stipulated in the schedule in accordance with all aspects with the specifications, designs, drawings and instructions with such conditions so far as applicable.

I/We agree to keep the Bid valid for One Hundred Eighty (180) days from the due date of submission thereof and not to make any modifications in its terms and conditions.

A sum of **Rs. Two Lakhs** is hereby forwarded as **Earnest Money** in the form of crossed Demand draft/Pay order / RTGS / NEFT payable to CREDA at Raipur (C.G.). If I/We fail to commence our services ordered in specified time or fail to fulfil the any condition of Bid document, I/We agree that the CREDA shall, without prejudice to any other right or remedy, be at liberty to forfeit the said Earnest Money absolutely. The said Earnest Money shall be retained by CREDA towards security deposit to execute all the works referred to in the Bid documents upon the terms and conditions contained or referred to therein and to carry out such deviations as may be required by CREDA.

I/We hereby declare that I/We shall treat the Bid documents, specifications and other records connected with the work as secret/confidential and shall not communicate information derived there from to any person other than a person to whom I/We have authorized to communicate the same or use the information in any manner prejudicial to the safety of CREDA/Government.

I/We shall abide to all the laws and shall be responsible for making payments of all the taxes, duties, levies and other Govt. dues etc. to the appropriate Govt. departments.

Our GST Registration No. _____ The PAN No. under the Income Tax Act is _____.

I/We shall be responsible for the payment of the respective taxes to the appropriate authorities and should I/we fail to do so, I/we hereby authorize CREDA to recover the taxes due from us and deposit the same with the appropriate authorities on their demand.

I/We declare that none of our relatives is working in CREDA either on Regular/Contract/Placement basis or I/We don't have any partnership/subcontract obligation with any employee working in CREDA at present directly or indirectly and we will not enter in such obligation in future also. If any breach of declaration is found than we will be responsible for our debarment and any other action taken by CREDA.

Dated:

Signature

Place:

Name of Bidder with seal.....

Witness:

Signature:

Name:

Postal Address:

.....

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SECTION -1

1. INTRODUCTION

Chhattisgarh State Renewable Energy Development Agency (CREDA) has been constituted on 25th May 2001 under the Department of Energy, Government of Chhattisgarh for implementation of various schemes pertaining to Renewable Energy sources and Energy Conservation activities. The major schemes like solar roof top (off grid & grid connected), National program on bio gas development, solar thermal, solar agriculture pumps are implemented by CREDA in the field of renewable energy.

The Government of Chhattisgarh has nominated CREDA as the State Designated Agency (SDA) of Bureau of Energy Efficiency (BEE), Ministry of Power, Government of India to coordinate, regulate and enforce the provisions of the Energy Conservation Act-2001 and implement schemes under the said Act of Ministry of Power, Govt. of India within the State of Chhattisgarh. Under this mandate, CREDA promotes & implements energy efficiency and conservation activities in the State of Chhattisgarh. CREDA in support of BEE has implemented the National programs such as PAT, ECBC, Demand Side Management and Standards & Labelling in Chhattisgarh. Numerous State energy conservation activities are also executed by CREDA in industries, agriculture, residential/commercial buildings & educational institutes etc.

CREDA has always played an important role in innovation & promotion of renewable energy & energy efficient technologies for every sector of the society. Energy Conservation Building Code that defines energy efficiency norms for commercial buildings is the need of the hour. By realising its importance, CREDA is in the process to construct its own office building as a **Sustainable Super ECBC compliant Net Energy Positive Green Building** at Nava Raipur, Atal Nagar, Dist. Raipur. This proposed building will be an iconic model for other upcoming green & energy efficient buildings in the State. This proposed building must incorporate every possible feature of sustainable architecture, energy efficiency/energy surplus systems with latest green building technologies.

The Detailed Project Report (DPR) for the project will be prepared through this tender & a detailed preliminary concept design along with all supporting drawings, building views, energy simulation models/reports & projected cost for the construction of the proposed building shall be developed. The DPR will be helpful to CREDA for finalizing the conceptual design.

2. DEFINITIONS

In the “Bid / Tender” as herein defined where the context so admits, the following words and expression will have the following meaning:

- (A). “Bidder / Tenderer” shall mean Bidding Company submitting the Bid. Any reference to the Bidder includes Bidding Company including its successors, executors and permitted assignees jointly and severally, as the context may require”; Project, proposals are hereby invited from reputed organizations/firms that possess proven professional capabilities in comprehensive Architectural Design and are eligible.
- (B). “BIS” shall mean specifications of Bureau of Indian Standards (BIS);
- (C). “Bid / Tender” shall mean the Techno Commercial and the Price/Financial Bid submitted by the Bidder along with all documents/credentials/attachments, formats, etc., in response to this Bid Document, in accordance with the terms and conditions hereof.
- (D). “Bidding Company” shall refer to such company / firm / partnership/ trust that has submitted the Bid in accordance with the provisions of this Bid;
- (E). “Bid Deadline” shall mean the last date and time for submission of Bid in response to this Bid as specified in Bid Information Sheet and as specified in this Bid document including all amendments thereof;
- (F). “Bid Document” shall mean all Definitions, Sections, Drawings, Formats & Annexure etc. as provided in this bid including all the terms and conditions hereof.
- (G). “Chartered Accountant” shall mean a person practicing in India or a firm where all the partners are practicing in India as Chartered Accountant(s) within the meaning of the Chartered Accountants Act, 1949.
- (H). “CoA” means Council of Architecture, Ministry of Education, Govt. of India.
- (I). “Competent Authority” shall mean Chief Executive Officer(CEO) himself and/or a person or group of persons nominated by the CEO, CREDA for the mentioned purpose herein.
- (J). “Company” shall mean a body incorporated in India under the Companies Act, 1956.
- (K). “Consultant” means a legally-established professional consulting firm or an organization that may provide or provides the Services to the Employer under the Contract.
- (L). "Contract" means the agreement entered into between the Employer and the Consultant / Consultant Firm/ Successful bidder, as recorded in the Contract Form signed by the parties, including all the attachments and appendices thereto and all documents incorporated by reference therein.
- (M). "Contract Price" shall mean the amount finalized in accordance with the prices accepted in Bid as payable to the Consultant/ Consultant Firm/ Successful bidder for full and proper performance of its contractual obligations.
- (N). “Completion of Work” means that the Project/Works have been completed operationally and structurally has been attained as per Technical Specifications.
- (O). “Contract Document” shall mean collectively the Bid Document, Design requirements, Scope of work and Annexures, agreed variations, if any, and such other documents consisting the bid and acceptance thereof.
- (P). “CREDA” means Chhattisgarh State Renewable Energy Development Agency (CREDA).
- (Q). “Day” means calendar day.
- (R). “DPR” means – A report containing Design Proposal and also include architectural

design guidelines, requirements and salient features, estimated cost & timeline and requirements of building services and infrastructure etc. Therefore, the Architect should bid the fee including preparation of Detailed Project Report.

- (S). “DP Consultant “Means a consultant that has been selected for the preparation of Design Proposal of the permanent Sustainable Super ECBC Compliant, Net Energy Positive, Green Office Building for “CREDA”.
- (T). “EMD” Earnest Money Deposit shall mean the unconditional and irrevocable online payment to be submitted along with the Bid by the Bidder;
- (U). “Employer” or “CREDA” shall mean Chhattisgarh State Renewable Energy Development Agency (CREDA)
- (V). “Effective Date” means the date from which the Time for Completion shall be determined;
- (W). “GCC” means the General Conditions of Contract contained in this section;
- (X). “GFC” means the Good for Construction drawings/documents;
- (Y). “IFB” Shall mean Information for Bidder.
- (Z). “Key Expert(s)” means an individual professional whose skills, qualifications, knowledge and experience are critical to the performance of the Services under the Contract and whose CV is taken into account in the technical evaluation of the Consultant’s proposal.
- (AA). “MNRE” shall mean Ministry of New and Renewable Energy.
- (BB). “NIT” Shall means Notice Inviting Tender
- (CC). “Price / Financial Bid” shall mean separate Envelope, containing the Bidder’s Quoted Price as per the format prescribed in Section-III (Technical & Special Conditions of Contract) of this BID.
- (DD). “Qualified Bidder” shall mean the Bidder(s) who, after evaluation of their Techno Commercial Bid as per Eligibility Criteria set forth in Section III: Technical & Special Conditions of Contract of this BID stand qualified for opening and evaluation of their Price/Financial Bid.
- (EE). “SDA” shall mean State Designated Agency.
- (FF). “Statutory Auditor” shall mean the auditor of a Company appointed under the provisions of the Companies Act, 1956 or under the provisions of any other applicable governing law;
- (GG). “SNA” shall mean State Nodal Agency.
- (HH). “Successful Bidder(s)” shall mean the Bidder(s) selected by Employer pursuant to this Bid i.e., on whom award is made.
- (II). “Time for Completion” means the time within which Completion of the Project/Works is to be attained as per the respective PO/LoA or the relevant provisions of the contract.
- (JJ). “The Project” means proposed Sustainable Super ECBC Compliant, Net Energy Positive, Green Office Building for CREDA at Nava Raipur, Atal Nagar, Chhattisgarh.
- (KK). “VOC” Volatile Organic Compounds, or VOCs, are gases that are emitted into the air from products or process such as paints, polishes, adhesives, solvents, aerosol sprays etc. causing air pollution with harmful side effects such as eyes, nose, throat irritation, causing cancer etc.

3. ELIGIBILITY CRITERIA

- A. The applicant firm should be an ECBC Expert Architecture Firm or BEE Empanelled ECBC Expert firm'. Further, the senior architects of the company/firm should have valid CoA number. The firm should be eligible to practice the profession of architecture in India according to all applicable laws.
- B. ECBC Expert Architecture Firm or BEE Empanelled ECBC Expert firms should have an average annual turnover of Rs. 5.00 Crore or more during last three years, i.e., 2019-20, 2020-21, and 2021-22 and shall have net worth of Rs. 25 lakhs as on 31-03-2022.
- C. The applicants should be companies/firms/partnerships which have the necessary statutory compliances in place with minimum five years of continuous operation up to the date of publication of this tender document.
- D. Applicant must have designed and got executed at least 5 nationally or internationally (Govt. or Private) Green building rated projects like LEED/EDGE/IGBC/GRIHA/GEM Office buildings or five deep green projects (Super ECBC/ LEED Platinum/GRIHA 5 Star/ IGBC Platinum/ASSOCHAM 5 GEM) with a minimum built-up area of 5000 sq. m. or more of each project in the past ten years that are similar to the requirements of CREDA office project.
- E. Applicant or the Key Experts of the Firm must be **registered with the Council of Architecture, India.**
- F. Applicant or the Key Experts of the Firm must be **Certified or Accredited Professional of ECBC/LEED/IGBC/GEM/GRIHA certification.**
- G. Applicant should also have designed at-least one Net Zero Energy Building or Net positive building.
- H. Bidders must have a Positive Net worth (**Positive Net worth means “Net value of the Assets minus (-) Net value of liabilities”**) of **Rs. 25 Lakhs as on 31st March 2022.** They shall have to submit an **Original CA Certified Certificate** duly signed by a qualified and registered Chartered Accountant having UDI number as a proof. Produced certificate must tally with the audited balance sheet.
- I. Bidders should have an aggregate turnover of **Minimum Rs. 5 Crore** in last three consecutive financial years i.e. 2019-20, 2020-21 and 2021-22. Certified copies of the annual returns and audited balance sheet submitted to the Registrar of Companies/ Income Tax Authorities should be enclosed. For the preceding years an **Original Summarized Sheet** of turnover certified by registered CA must be enclosed. **In case of FY 2021-22, Bidder are allowed to submit provisional balance sheet, ITR, Turnover and Net-worth Certificate. CREDA reserves the right to call for these documents once audited from such bidders anytime during the validity of the bid.**
- J. Bidder who are debarred from business by Govt. /Govt. Agency in any state would not be eligible to participate in this bid. A self-declaration should be submitted by the bidder to this effect, failing which bid shall be rejected.

- K.** Even though the bidders meet the above qualifying criteria, they are subject to be disqualified if they have:
- i.** Made misleading or false representations in the forms, statements, affidavits and attachments submitted in proof of the qualification requirements; and/or
 - ii.** Record of poor performance such as abandoning the works, not properly completing the contract, inordinate delays in completion litigation history, or financial failures etc.; and/or
 - iii.** Participated in the previous bidding for the same work and had quoted unreasonably high or low bid prices and could not furnish rational justification for it to CREDA.

4. APPLICATION FORM

The bidder has to fill the following details duly signed & sealed in this form.

S. No.	Name of the firm/Agency	
1	Official Address of the Firm/Agency	
2	Name of authorized signatory (In block letters) for the firm/agency	
3	Telephone Numbers of the Firm/agency	
4	E-mail address	
5	GST no. (Attached self-attested copy of the certificate)	
6	Firm registration certificate No. (Attached self-attested copy of the certificate)	
7	PAN No. (Attached self-attested copy of the certificate)	

Place:

Authorized Signature

Date:

Name in Full

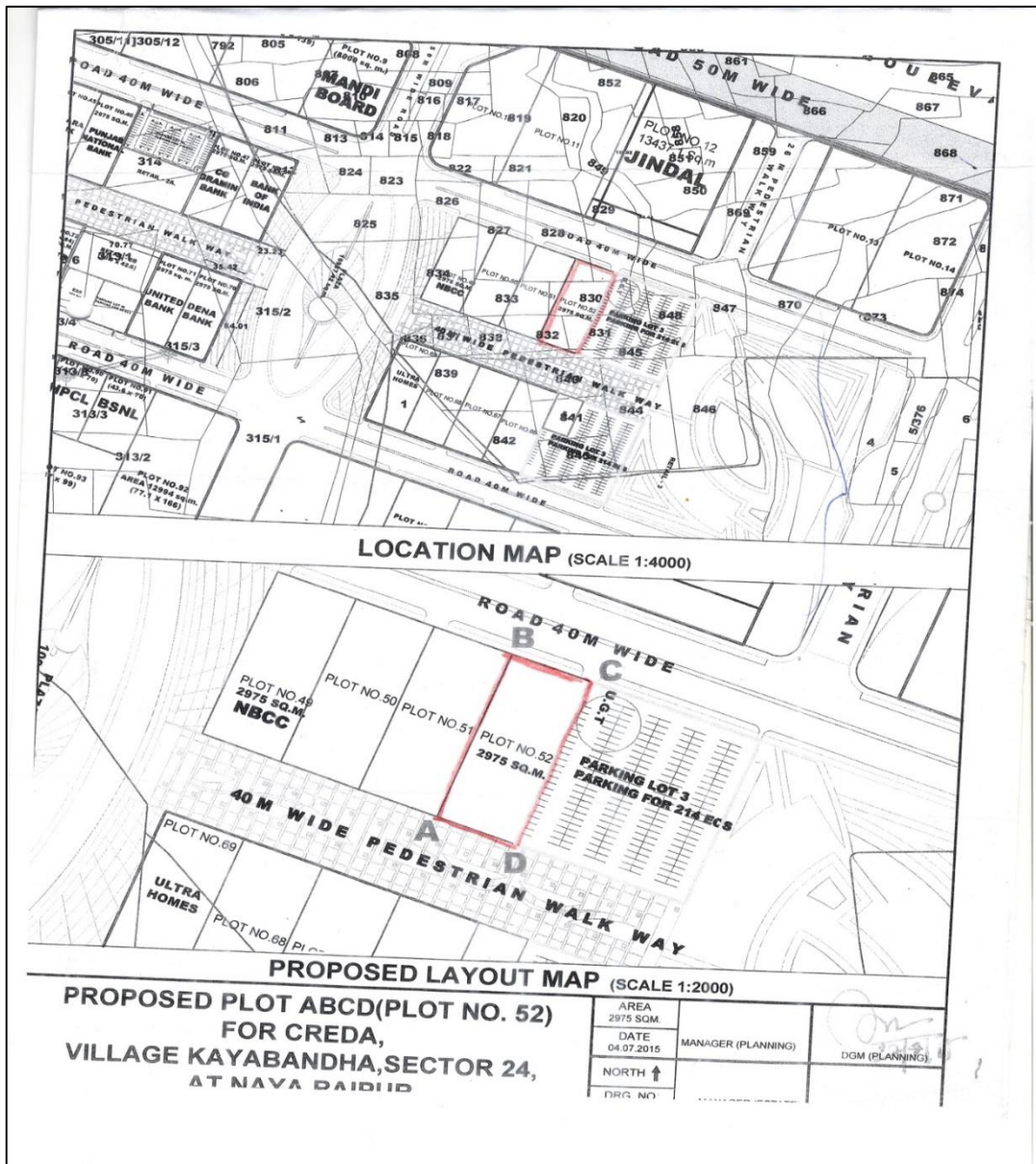
Designation

Firm Seal

5. SITE DESCRIPTION

The plot allotted to CREDA has an area of 2975 Square Meters and will be used to develop a “Sustainable Super ECBC compliant Net Energy Positive Green” office building for approx. 170 office staff. The following are the basic details of the site.

- Plot number = 52
- Total plot area = 2975 sq. m (32011 sq. ft)
- Address = Sector 24, Kaya Bandha, Nava Raipur,
Atal Nagar, Chhattisgarh



LAYOUT OF PLOT

6. SATELLITE IMAGE & LOCATION OF THE SITE

Latitude-21°9'44.58" N
Longitude- 81°46'23.75" E



7. REQUIREMENTS

CARPET AREA REQUIRED FOR CREDA OFFICIALS AND STAFF				
S. No.	Designation		Area Per Post (Sqft)	Total Area Required (Sqft)
1	Chairman	1	300	300
1.1	Meeting Room + Washroom	1	350	350
1.2	PA of Chairman & Staff & Waiting	1	200	200
2	Members	2	275	550
2.1	Meeting Room + Washroom	2	350	700
2.2	PA of Members & Staff & Waiting	1	200	200
3	CEO	1	250	250
3.1	Meeting Room + Washroom	1	350	350
3.2	PA of CEO & Staff & Waiting	1	200	200
4	Officers I + Washroom	9	220	1980
5	Officers II + Washroom	27	175	4725
6	Officers III	100	100	10000
7	Energy Conservation Cell (ECBC + PAT Cell + Washroom)	1	500	500
8	Supporting Staff	48	10	480
9	Conference Hall with washroom (35 - 40 Seating Capacity)	2	800	1600
10	Meeting Hall with Washroom (100 Seating Capacity)	1	1600	1600
12	Waiting Room + Canteen + Library	1	1600	1600
13	Recreation Room	1	600	600
14	Public Utility	5	500	2500
15	Dispatch Section	1	250	250
16	Atrium Lobby in each floor	6	1250	7500
17	Store/Record Room	6	300	1800
18	PRO & Staff	1	175	175
19	Circulation Space (25% of Built up area)	1	9600	9600
TOTAL BUILT-UP AREA			48010 sqft (4460.23 sqm)	

SECTION -2

1. SCOPE OF WORK

Based on the given requirements and site details, the bidder shall provide details as mentioned in this section including any other details not explicitly mentioned but required for complete understanding of the project in a holistic way. CREDA expects the project to serve as a prototype demo project for forthcoming projects in Chhattisgarh. The building should stand as a landmark, representative of CREDA's operations and functions.

The bidder shall prepare a DPR for the sustainable super ECBC compliant, net energy positive, green building. The DPR must include design concept, building plans, elevations, sections, rendered 3-D views & climate analysis, box energy modelling, daylight simulation, green building considerations etc. as per the scope of work.

- A. All documents, drawings, reports and any other documents submitted in fulfilment of the scope of work shall be prepared strictly as per statutory provisions and guidelines issued by the central/state government/local authorities and also in adherence with the local climatic conditions and best global practices as applicable to such development
- B. All intellectual Property Rights of the schemes and proposals submitted in fulfilment of the scope of work shall rest with CREDA.
- C. The bidder if selected for the final design consultancy & supervision work shall provide detailed design, estimation, engineering and working drawings, architectural and consultancy support, material selection and site supervision till the building is ready in all aspects.
- D. The duration for the completion of project is estimated to be 24 months from the date of inception of work at site.
- E. Details of Building Information Modelling.
- F. The bidder shall prepare conceptual schemes of architectural works & services covering the works/systems and shall make presentations to CREDA. The following requirements should be incorporated in the design to ensure Green Building Certification (LEED/IGBC/GRIHA/GEM). Final decision of the rating system to be applied during detail design stage shall remain with CREDA.

i. **Integrated Design Approach**

Design of building must consider whole building design approach from its conception including Architecture, Structural Engineering, Landscape, Mechanical, Electrical & Plumbing, building life cycle management, Construction, Operation & Maintenance and a greater consideration for the comfort & wellbeing of the end users of the building aiming to produce sustainable architecture.

ii. **Passive design strategies/climate-responsive design may include the following techniques:**

Building orientation, Daylight & Natural Ventilation, Optimum window to wall ratio, Shading devices, Vegetative roof, Cool roof, Filler Slab, Roof Pond, Water Bodies, Earth Air Tunnel, Evaporative Cooling, Wind Tower, Solar Chimney, Solar Tube, Louvers & Jallies etc.

iii. **Super ECBC Envelope Design Compliance and Net surplus energy strategies:** The design must follow Energy Conservation Building Code 2017

(with latest amendment) compliance through Whole Building Design Approach & net positive concept.

- iv. **Active energy efficient design strategies may include the following techniques:**
 - High COP HVAC System
 - Occupancy sensors
 - Daylight sensors
 - Efficient & rated Pumps & motors
 - Energy efficient BLDC ceiling fan
- v. **The design may include Grid Interactive Renewable Energy integration concept for net energy positive, green office building with following options:**
 - Grid connected/off grid ground mounted or roof top solar power plant
 - Wind turbines
 - Hybrid Renewable Energy Systems
- vi. **Use of Building Integrated Photo Voltaic System (BIPV)**

Building integrated photo voltaic systems on building envelope may include any or all of the following products:

 - Thin film modules used as skylights or glass curtain walls.
 - Flexible modules laminated to building envelope element or mounted on building envelope substrate
 - Double glass window solar panels. etc.
- vii. **The concept design must be developed in adherence to National Building Code 2016 for thermal comfort standards.**
- viii. **Net-Zero water design strategies may be considered in the design, such as:**
 - Waste Water management
 - Water metering
 - Low flow fixtures
 - Waterless Urinal
 - Sensor based fixtures
 - Grey water recycling & reuse
 - Use of BIS labelled products
 - Water Harvesting
- ix. **The design may incorporate Waste management infrastructure, such as:**
 - Waste segregation at source
 - Waste to manure
 - Waste to energy
 - Recycling & reuse waste
 - Biogas system based on organic waste
- x. **Consideration for occupant health & wellbeing through Indoor environment quality strategies including following options:**

- Use of zero or low VOC products
 - Green labelled carpets & rugs
 - Green cleaning
 - Biophilic Interiors
 - CO₂ Sensors MERV rated filters
- xi. The design may include the Energy efficient lighting such as:**
- Indoor & outdoor LED lights
 - Sensor based lighting design
- xii. The concept design may be based on the use of Low embodied/certified green materials such as:**
- AAC Blocks
 - Fly Ash bricks
 - Hollow blocks
 - High SRI Paints
 - Building insulations etc.
- xiii. Sustainable approach to landscape design may be considered for outdoor water efficiency:**
- Use of Native & adaptive plan species
 - Mulching
 - Xeriscaping
 - Bio swales
 - Retention ponds
 - Reed Bed Systems
 - Open grid pavers
 - Moisture sensors
 - Water metering
 - Drip irrigation
 - Minimize Turf areas etc.
- xiv. Considerations for reduction in outdoor light pollution**
- Procure fixtures as per lighting zone BUG requirement (Backlight, Up-light, Glare of a fixture)
- xv. Green Transportation Infrastructure**
- Bicycle Stands
 - EV charging infrastructure

2. REQUIRED DESIGN AND DETAILS

A. Conceptual sketches describing:

- Design Development & Summary
- Form Evolution
- Key Features of the design
- Special considerations

B. Building Floor Plans highlighting the following:

- Building Orientation
- Furniture layout
- Circulation
- Area Statements - Built up area, Carpet area, circulation area, Open & semi-open space areas

C. All side Conceptual Elevations highlighting the following:

- Fenestrations
- Shading devices
- Balconies & Terraces
- Other features if any

D. The bidder should provide minimum 4 Nos. or more building Sections as per design requirements.

- Minimum one through Staircase
- One through Toilets
- One through Courtyard or open spaces if provided
- More if required by the design

E. The bidder should provide minimum 4 Nos. or more 3D rendered Views as per design requirements.

- Blow up views of special features incorporated in the design
- HD Walk through with voice over
- Scaled Physical model

F. Basic Landscape Details must include followings:

- Basic details of types of plants used
- Landscape details highlighting water & waste reduction techniques

G. Diagrammatic representation & details of techniques incorporated to make the building sustainable and energy efficient:

- Basic Model energy simulation report
- Daylight and Computational Fluid Dynamics (CFD) modelling report

3. DOCUMENTS TO BE SUBMITTED (As a part of DPR)

The bidder should prepare the design using approved software such as AutoCAD, Revit (Architecture/MEP), Sketch-Up etc. & shall be complete in all respect indicating document & drawing number. Bidder should submit the whole DPR with following documents:

- Design reports including all systems incorporated
- Conceptual design, Presentation drawings along with 3-D views
- Physical model of scale (1:100)
- Preliminary cost Estimate
- HD Walkthrough with voice over
- Basic Model energy simulation report
- Daylight and CFD modelling report.

- Hard copies and soft copies (in pen drive) shall be submitted by the bidder

Note: Any exclusions of services to be clearly mentioned by the consultant in the format provided in the Annexure –I

4. DOCUMENTS TO BE SUBMITTED (After award of work)

- A.** The Design & Detailed engineering shall be complete with Design basis reports of all works & systems/services, design calculations, specifications, required documentation, drawings, Item rate tender inputs etc. With sufficient details for clear understanding.
- B.** On approval of the above, design details and detailed construction drawings shall be prepared by the Consultant and submitted to CREDA for final review.
- C.** Subsequent to incorporation of all comments as received from CREDA after final review, the design details and detailed construction drawings shall be submitted by the Architect for final approval of CREDA
- D.** Preparation and submission of detailed Cost Estimates, Bill of Quantities and Tender documents. Preparation of Item Rate tender(s) inputs for the number of tender packages decided by CREDA (i.e., Scope of work, Tender drawings, schedule of quantities with backup documents, Schedule of Rates/Detailed Cost Estimates with analysis of rates along with back up documents/quotations, technical specifications, list of makes, specific provisions if any and any other input required for preparation of Item Rate tenders etc.) is included in the scope of works.
- E.** The Consultant shall attend pre-bid meetings of tenders and provide replies to bidder's queries pertaining to his scope of works during the tendering process.
- F.** The Consultant shall prepare & issue "Good for Construction (GFC) Drawings including Architectural, Structural, Interior, Landscape plumbing , fire-fighting, electrical (HT & LT) , HVAC, Diesel/Gas based Generator sets, all LV /ELV systems [Automatic Fire Alarm System, Public Addressing System, Renewable energy systems, CCTV System, Access Control System, Lighting Control System, IT/ Data Networking System, Office printing solutions , Intelligent Building Management System, Elevator (Passenger & Goods), Vehicle Parking Audio & Video System including digital wall and HD video conferencing]& Security system . The GFC drawings shall be prepared in line with approved engineering design basis, approved concepts, approved tender drawings, specifications & Schedule of rates and shall be adequately detailed and shall contain enough information to enable construction, full measurement, pricing and production of bill for payment.
- G.** The Consultant shall review all technical datasheets, documents & shop drawings etc. submitted by the contractor.

5. COORDINATION

- i.** The Consultant will coordinate with all interface activities with CREDA & Contractor, statutory authorities, green building rating provider and other agencies involved in the project as required for successful completion of the project.
- ii.** The Consultant along with sub-consultants shall attend review meetings which may be conducted at short notice also.

6. NET POSITIVE AND GREEN BUILDING CERTIFICATION

- i.** The Consultant shall perform design analysis on different Net zero energy design strategies, in consultation with CREDA. Any amendments, thereto, shall also be in consultation with CREDA
- ii.** All conceptual & detailed designs and supporting analysis pertaining to HVAC/ electrical/ renewables/ lighting/ envelope design, etc. will be peer reviewed and vetted by CREDA, before release for execution.
- iii.** Energy simulation and obtaining Green Building Certification will be under consultant's scope of services.
- iv.** The Consultant shall incorporate design changes required to obtain the Green Building Certification.
- v.** The targeted certification will be LEED/ IGBC Net zero rating system – Platinum/ GRIHA 5 STAR (Provisional & Final rating)
- vi.** The Consultant shall work along with CREDA to meet all the requirements {as listed in ECBC 2017 (with latest amendments)} to achieve a Super ECBC building design.
- vii.** Green building certification related works such as feasibility study, analysis, documentation, Day lighting & energy simulation, coordination, submission, registration of the project with LEED/ IGBC/ GRIHA/, coordination with LEED/ IGBC/ GRIHA officials for site visits and other stakeholders will be in the Consultants scope of services.
- viii.** The complete certification fee for green rating shall be paid by CREDA.

7. REVIEW OF CONTRACTOR'S DELIVERABLES

- i.** The Consultant shall review, check and approve the technical data sheets, shop drawings, documents/ datasheets of equipment's/materials, Quality Assurance Plan for materials etc. prepared and submitted by the Contractor.
- ii.** CREDA has all the right to peer review the deliverables prepared & submitted by contractor and approved by the Consultant and take corrective action, as deemed fit to meet project requirement.

8. CONSTRUCTION/EXECUTION

- i.** The Consultant shall design, prepare estimate, support for architecture and provide complete consultancy for complete construction and do site supervision by periodic site visits fortnightly and as required and shall ensure that the construction/execution is done in accordance with approved drawings,

- specifications etc.
- ii. The Consultant shall aid in approval of samples, inspection and evaluation of construction works including selection and procurement of items.
 - iii. The Consultant shall provide clarifications and decisions as required for construction/ execution activities.
 - iv. The Consultant shall review the deviations (if required during execution) submitted by contractor including its technical & financial justification and forward the recommendation to CREDA for processing the deviations.
 - v. The Consultant shall review and certify the As-Built drawings submitted by Contractor after completion of works.

9. OTHER ACTIVITIES AND IMPORTANT CONDITIONS

- i. The Consultant will make its best Endeavour to reduce the cost of Construction by any change of specifications, method of Construction, value engineering or any innovative or economical design.
- ii. The Consultant shall visit the site during construction (till handing over), at regular period, & shall aid in approval of samples, and to inspect and evaluate the construction works, provide clarification and decision, in drawings/specifications, attend conferences and meetings etc. No separate payment/reimbursement shall be made on this account and quoted price is deemed to be inclusive of these expenditures.
- iii. The Detailed Estimate prepared by the Consultant for the Item Rate Tender(s) shall be reviewed by CREDA along with the backup documents /quotations and rate analysis provided by consultant. Any further documents/justification required to justify the estimate shall be provided expeditiously by Consultant. CREDA is at Liberty to ask consultant to make changes in the scope of works of Tender to meet its requirement. However, no additional payment shall be made to Consultant on this account.
- iv. The Consultant or professionals engaged by him shall make visits to project site as required. All travels, boarding, lodging and other expenses for these visits is deemed to be included in his Fee and no additional cost is payable on this account.

SECTION-3

1. SELECTION PROCESS (TECHNICAL EVALUATION)

The whole DPR of eligible bidders will be reviewed by the technical committee comprising of professionals from all related fields, and will be evaluated on the basis of Quality cum Cost based System (QCBS) tendering system.

A. Review Process

The analysis of DPR is divided into two parts:

- **The First part** is the analysis of DPR including concept design, drawings, and simulation reports submitted by the bidders. The DPR must incorporate every possible requirement as per the scope of work & all possible innovative ideas.
- **The Second part** is review of power point presentation by the bidder.

Each eligible bidder shall be evaluated by the technical committee & awarded marks based on the weightage of marks as mentioned below:

Particulars	Marks
Work Experience	20
Designing Concept- DPR including concept design, drawings, and simulation reports	30
Presentation through power point	30
Consultancy Charges in % of the project cost.	20
Total Marks	100

B. Criteria for Review

The whole review process will be based on the following parameters

A. Work Experience		
S. No.	Requirement	Maximum Marks
1	BEE Empanelled ECBC Expert Firms/companies/partnerships/trusts must have designed minimum area of 5000 sq.m of certified green building	4
2.	No. of super ECBC/LEED Platinum/GRIHA 5 Star/IGBC Platinum/GEM-5 compliant office building by the Applicant with minimum area of 5000 sq.m	8 (2 marks per building)
3.	No. of net positive green office building by the Applicant with minimum area of 5000 sqm	8 (2 marks per building)
Total Marks		20

B. Designing Concept		
Sections	Parameters	Key Point of the review
Section 1	Relevant laws	<ul style="list-style-type: none"> Adherence to the local Bye-laws, synchronised with super ECBC, Net energy positive, Green Building & Star rating
Section 2	Architecture: Concept Design	<ul style="list-style-type: none"> Passive design strategies, Climate responsive design Architectural Plan / Space Utilization and 3D form.
Section 3	Programs & Ratings	<ul style="list-style-type: none"> Compliance to super ECBC envelope design Adherence to Green rating system Approach to achieve Net positive building

Section 4	Interior & exterior Design	<ul style="list-style-type: none"> • Efficient indoor & outdoor space use strategies • Building form & views • Building Model
Section 5	Landscape	<ul style="list-style-type: none"> • Sustainable design approach to landscape design with focus on outdoor water efficiency, protecting biodiversity and reduction in outdoor light pollution. • Specifications for appropriate use of native/adaptive /drought tolerant species
Section 6	HVAC& Lighting design	<ul style="list-style-type: none"> • Specification of energy efficient thermal comfort system • Simulation Reports
Section 7	Renewable Energy & Electrical System	<ul style="list-style-type: none"> • Approach to grid interactive net positive building • Specification for integration of on-site renewable energy such as solar & wind power plant
Section 8	Water & Waste Management	<ul style="list-style-type: none"> • Specifications for net zero water design strategies with water harvesting system • Specifications for waste water reuse & recycle schemes • Specifications for Waste management, Waste to energy & Waste Reduction strategies
Section 9	Materials	<ul style="list-style-type: none"> • Specifications on use of low embodied sustainable materials for building & interiors
Section 10	Others	<ul style="list-style-type: none"> • Integration of innovative ideas/ technologies other than above
Each section 4 marks i.e., TOTAL Marks - 40		

C. Presentation

- i. The selection of bidders for presentation will be on the basis of total marks obtained from work experience & designing concept section. **Only the top 5 bidders scoring highest marks shall be eligible to make their presentation.**
- ii. The eligible top 5 bidders shall present their DPR as per the work mentioned in the scope of work section with maximum 25 nos. of slides. The bidder shall have to present his presentation on date 29.11.2022 at CREDA Head Office Raipur.
- iii. The maximum marks for presentation is limited to 20 marks. It is the sole discretion of the review committee to evaluate the presentation on the grounds of requirements of CREDA.

- iv. The presentation including concept design, all technical details, drawings, 3D views, simulation reports & other details shall be CREDA’s property & CREDA may use the components of DPR & presentation as & where needed.
- v. Technical evaluation marks = Marks (A) + Marks (B) + Marks (C)

D. Final Selection

- i. Only those bidders who have secured minimum 55 marks in Technical Evaluation will be declared eligible for opening their financial bid. The bench mark of consultancy charges is decided by CREDA at 10 % of total project cost.

E. Financial Evaluation

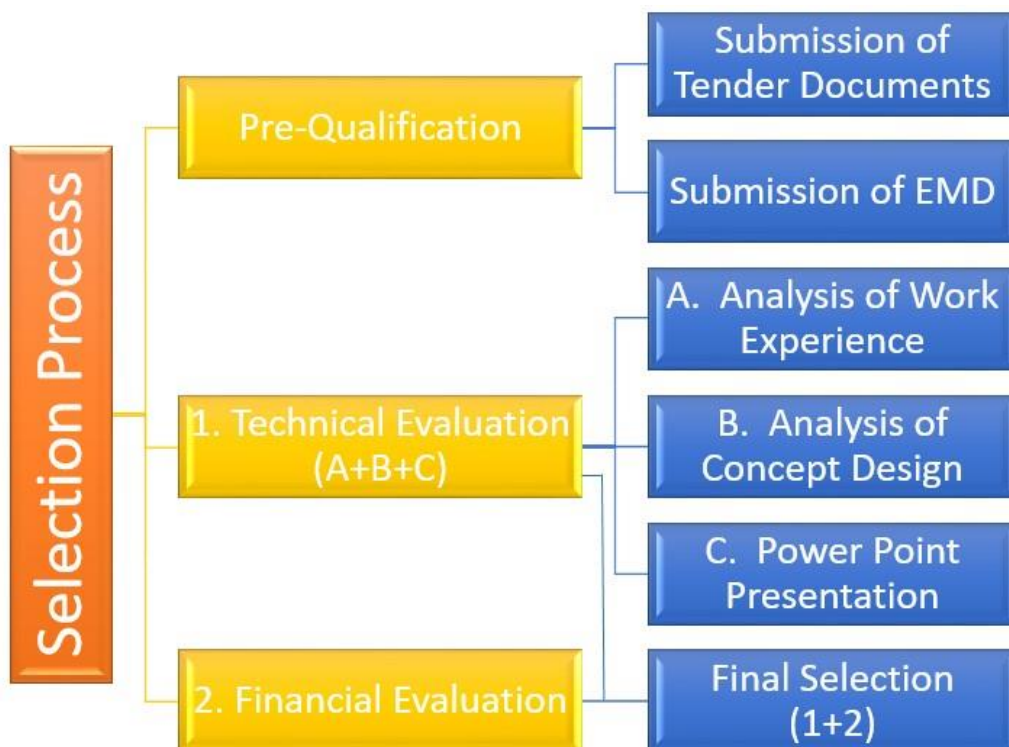
Financial Evaluation marks = $20 + [(1 - P/10) \times 20/2]$

***where P – quoted consultancy charges as a percentage of total project cost.**

The Final Evaluation will be done as per total marks obtained i.e.,

Final Evaluation = Technical Evaluation marks + Financial Evaluation marks.

The bidder who will secure highest marks in final evaluation, will be selected for the task mentioned in the tender.



SECTION-4

1. GENERAL CONDITIONS OF CONTRACT

- A. The design shall be developed as per Indian Standard Specifications, Nava Raipur Atal Nagar Vikas Pradhikaran (NRANVP) bye-laws of the concerned authorities of Chhattisgarh with satisfaction of CREDA.
- B. The eligible bidder shall not assign or transfer the work orders issued in full or any part thereof to any third party or consultant, as per the terms of this contract
- C. Bidders will have to submit experience of certificates containing complete details from the concerned state/central agencies/department document issued by competent authority duly sealed and signed along with bid document. Experience certificate shall be submitted in attached format (as per **Annexure – I**) or other format containing similar information shall be considered only in-case submitted in Hindi / English Language only. At the time of opening of technical bid, bidders shall have to present certified copies of original certificates as above.

For ease of accessing the e-bidding website and registration the following is to be done by bidder -

- i. Visit <https://eproc.cgstate.gov.in>
- ii. Prospective bidders are requested to download, read and understand the Manuals present on the website so as to clearly understand the bid submission process.
- iii. The user will be directed to e-bidding page where all information regarding registration is available along with helpline details.
- iv. Technical bid and Price Bid shall be submitted online only at <https://eproc.cgstate.gov.in> latest by **5.00 PM on 24.11.2022**. Bids submitted after scheduled time and date shall not be considered.

2. BID DOCUMENT FEE AND EARNESTMONEY DEPOSIT

- A. Each Bidder should submit Bid Document Fee and earnest money in the form of Demand Draft/Pay Order or RTGS/NEFT. Each bidder should submit Tender Document Fee and Earnest Money Deposit (EMD) in the form of RTGS/NEFT as single transaction only as mentioned in the Bid No. **111565/CREDA/HIRING DESIGN CONSULTANT/2022-23, Dated 11-10-2022**.
- B. Tender Document Fee and EMD submitted in any other form e.g. Cash/Bank Guarantee/FDR/TDR etc. shall not be accepted.

3. SUBMISSION OF TENDER DOCUMENTS

- a. All the documents including technical and financial Bid should be submitted online on Chhattisgarh e-Procurement portal <https://eproc.cgstate.gov.in> as per the items mentioned in the Check list on page no.06 in this bid.
- b. Bidders are advised to finish all the bidding portal related activities such as registration, USB certificate/token approval, and payments etc. well in advance so as to avoid last minute difficulties during the bid submission.
- c. Bidders are also advised to make themselves fully aware with the bid submission mechanism to avoid last minute hassles and doubts during bid submission. CREDA shall only entertain genuine technical issues/glitches, provided that the bidder submits evidence regarding the same.
- d. Additionally, the bidders shall also have to submit all the documents, in original hard copy, as required in this bid as per the checklist on page 06 during the opening of technical bid. Bidders

shall have to submit only the documents as per the checklist in the following envelopes.

Envelope A – Pre Qualification Documents (original DD should be submitted in this envelope)

Envelope B –Financial Qualification Documents. (GST, PAN; Net worth; Turnover; ITR and Balance Sheet)

Envelope C –Technical Qualification Documents

Note: The Envelopes mentioned above are only for submission purpose and must not be related with the Envelopes mentioned in the context of the checklist on page-06. The documents submitted in hard copy (offline) before CREDA officials must match with those submitted in the Chhattisgarh e-Procurement portal. Any document other than the uploaded document shall not be considered. CREDA's tender committee will only evaluate the documents submitted on Chhattisgarh e-Procurement portal. In no case the hard copy of documents shall be evaluated, they are only for record keeping by CREDA.

4. SPECIFICATION AMENDMENTS

CREDA reserves the right to amend or change minor specifications of the entire or any suggested products/materials/construction details even after the issuance of supply order as per the site conditions and demand.

5. GST & PAN

Bidder shall have to submit copies of GST registration number and PAN numbers issued by the appropriate authority.

6. THE BID

A. The Pre-Qualification, Technical-Financial Qualification Documents and Price Bid, other related documents must be uploaded in the portal i.e. <https://eproc.cgstate.gov.in> from **11.10.2022 05:00 PM onward till 24.11.2022 up to 05:00 PM.**

B. The timeline for submission of online BID (Technical + e Financial Bid) and submission of DPR & all related documents is 45 days from the date of issue of notice inviting Bid.

C. Nobody is authorized to receive or grant receipt for Bid delivered on behalf of CREDA. **Bid received through any other means shall not be considered and shall be rejected.**

7. ANALYSIS OF RATE

Bidder should quote their rates considering site conditions and all other factors in price and keeping the quantum and quality of work in mind.

8. VALIDITY

Full descriptive particulars and complete specifications should accompany the offer. Offers should be kept open for acceptance for at least **180 days** from the date of opening. After finalization of this Bid the approved rates shall be valid till two years from the date of award/contract; however, CREDA shall have liberty to increase or decrease this validity if needed.

9. TERMS & CONDITIONS

A. The terms, conditions and specifications mentioned in Bid document shall be binding on the Bidders and no condition or stipulation contrary to the conditions shall be acceptable. It may please be noted that the Bidders who do not accept terms and conditions stipulated in this Bid documents, their offers shall be liable to be rejected out-rightly without assigning any reason whatsoever.

B. Each page of Bid document & enclosures shall be signed by the Bidder and seal affixed. All the pages of the documents issued must be submitted along with the technical offer. In case

of any corrections / alterations in the Bid, the Bidder should attest the same; otherwise Bids may not be considered.

- C. Bidders are also instructed to submit their Bids in properly arranged manner (with index, proper paging and with flags on important documents). Incomplete, loose, conditional or improper arranged Bids will not be accepted.

10. CREDA RESERVES THE RIGHT

- A. To reject or accept any or all Bids fully or partly without assigning any reason on the grounds considered advantageous to CREDA, whether it is the lowest Bid or not.
- B. CREDA may undergo agreement with eligible Bidder who gives consent to CREDA and may allocate work to them.
- C. CREDA reserves the right to amend or change minor specifications of the entire or any suggested material/construction details/design requirements/proposed design in consultation with the designer even after the issuance of sanction order as per the site conditions and demand.

11. COMMUNICATIONS

- A. All the communication between Bidder and CREDA shall be in writing. Notice sent by Fax or other Electronic means shall be effective on confirmation of the transmission. Notice sent by registered post or speed post shall be effective of delivery or at expiry of normal delivery period as under taken by Postal Service.
- B. Offers through Telegraph/Fax/Emails/Post/Courier or open offers etc. received shall be summarily rejected.

12. PRE-BID QUERIES

- A. All suggestions, doubts, confusion, request, queries etc., shall have to be presented to CREDA in writing or through email to credatendercell@gmail.com on or before **21.10.2022 till 05:00 PM**. After that any representation in this regard shall not be considered.
- B. The purpose of pre-bid queries is to clarify issues and questions related to this Bid that can be raised at that stage. Any amendments in the bid documents which may become necessary as a result of pre-bid queries received shall be part of original Bid document and communicated through corrigendum on CREDA website www.creda.co.in and on Chhattisgarh e-Procurement Portal <https://eproc.cgstate.gov.in>.

13. TECHNICAL CRITERIA

The online tender with Document Fee, duly signed tender document, DPR with relevant documents & other required documents shall be submitted on or before last date **24.11.2022** Up-to 05:00 PM online and hard copies at the CREDA Head Office, VIP Road, Near Energy Park, Raipur (C.G.). The tender should be addressed to Chief Engineer (RE-IV), CREDA, Head Office, Near Energy Park, VIP Road, Raipur, Chhattisgarh. Any Tender Document received through any other means like-Speed post, Courier etc. should be accepted if received within scheduled time. Tender document cannot be accepted after the last date of time line for receiving the document.

14. FORFEITURE OF EARNEST MONEY DEPOSIT

It should be clearly understood that in the event of Bidder failing to enter into the agreement in the prescribed format on their quoted rates and also fails to execute assigned works under any Scheme of CREDA, within stipulated time, if he is so communicated within the validity period of the offer, the full amount of earnest money will be forfeited and Bidder shall be debarred from future business with CREDA including future participation in bids up to three years. CREDA's decision in this regard will be final and binding on the Bidders.

15. SUBMISSION OF DOCUMENTS

Documents should be submitted in prescribed manner in envelopes as follows:

- A. **Main Envelope:** Main Envelope must enclose all relevant documents with the DPR & document fee. Bidder's Name, Address and status of firms should be clearly written on the main envelope. The tender name & "Tender for DPR of Concept Design for Office building" should be mentioned on the top of the envelope.
- B. The bidder can submit soft copies of designs where it is necessary & the mode of submission will be intimated in the pre-bid meeting. Intended bidder must not be black listed/debarred by any Central/State Govt. Organizations or Departments, PSUs or JVs.
- C. Documentary evidence for meeting the eligibility criteria must mandatorily be submitted.
- D. Intended bidder should have GST registration, PAN & other required certification mentioned in this tender document.
- E. The bidder should have sufficient number of Technical and Administrative employees required for proper execution of the contract. The applicant should submit a list of these employees stating clearly how they would be involved in this work.
- F. Any dispute arising out of the contract shall be subjected to the jurisdiction of court at Raipur.
- G. In case of any dispute referred to the CEO, the decision of CEO CREDA, will be final and binding to the Consultant / Consultant F.
- H. All information called for in the enclosed forms shall be furnished against the relevant column in the forms. If for any reason, information is furnished on a separate sheet, this fact shall be mentioned against the relevant column. Even if no information is to be provided in a column, a "nil" or "no such case" entry shall be made in that column. If any particulars/query are not applicable in case of the applicant, it shall be stated as "not applicable". The applicants are cautioned that not giving complete information called for in the application forms or not giving it in clear terms or making any change in the prescribed forms or deliberately suppressing the information may result in the applicant being summarily disqualified. Applications made by telegram or telex and those received late will not be entertained.
- I. **The authorized signatory of the bidder shall sign each page of the document of tender and Enclosures.**
- J. Overwriting should be avoided. Correction, if any, shall be made by neatly crossing

out, initiating, dating and rewriting. All pages of the pre-qualification document are to be numbered. Additional sheets, if any, added by the applicant, shall also be numbered by him. They shall be submitted as a bound volume with signed letter of transmittal.

- K.** The applicant may furnish any additional information, which he thinks necessary to establish his capabilities to successfully complete the envisaged work. He is, however, advised not to furnish superfluous or irrelevant information. No information shall be accepted after submission of pre-qualification document unless it is called for by the Employer.
- L.** Any information furnished by the applicant found to be incorrect either immediately or later, would render him liable to be debarred from tender awarding working CREDA.

16. ORGANISATIONAL INFORMATION

Applicant is required to submit the following information in respect of his organization:

- A.** Name & Postal Address, Telephone & Telex Number, E-mail ID, etc.
- B.** Certified copies of original documents defining the legal status, place of Registration and principal places of business.
- C.** Information on any litigation in which the applicant was involved during the last three years, including any current litigation.
- D.** Authorization for employer to seek detailed references.
- E.** Number of Technical & Administrative Employees in parent company, subsidiary company and how these would be involved in this work.

17. AWARD CRITERIA

CREDA reserves the right, without being liable for any damages or obligation to inform the applicant to:

- A.** Amend the scope and value of contract to the applicant.
- B.** Reject any or all of the applications without assigning any reason.

18. TERMS OF PAYMENT

SN	Project Event/Stage	Payment
1	On approval of concept drawings	20%
2	On approval of final designs and obtaining statutory permissions from govt. bodies	20%
3	After approval of all detailed drawings and completion of tender stage	20%
4	On approval of GFC Drawings	20%
5	On completion of project and handover to competent authority (CREDA) to their satisfaction	20%

19. JURISDICTION OF THE COURT

Any dispute arising out of the contract shall be subject to the jurisdiction of Hon'ble High Court of Chhattisgarh.

FINANCIAL BID

The Consultancy charges in terms of percentage of the total project cost are being quoted as below.

I/We understand that my/our scope of work is to provide complete Consultancy as mentioned in the scope of work of Sustainable Super ECBC compliant and Net Energy Positive Green office building of CREDA’s Office in Raipur, Chhattisgarh.

S. No.	Description	Rate in terms of percentage of total project cost
1	2	3
01.	Consultancy charges for designing, drawings, elevations, estimates (on the basis of PWD SOR-2015), architectural support, supervision of complete construction work of ECBC compliant and net positive green office building of CREDA’s Office in Raipur, Chhattisgarh% (exclusive of GST as applicable)

Note:

1. The rate will be compared as per Column No.-3.
1. The GST shall be paid extra as per prevailing rate [GST notification no. 24/2018-Central Tax (Rate) dated 31.12.2018 & notification no. 8/2021-Central Tax (Rate) dated 30.09.2021]. The prices shall be filled exactly as per **e-Financial Bid enclosed**.
2. Payment of GST according to GST prevailing rate applicable at the time of opening of bid, shall be applicable in addition to the base price.

Date.....

Signature of Bidder

Seal

(EXPERIENCE CERTIFICATE ON THE OFFICIAL LETTER HEAD OF CONCERNED GOVERNMENT DEPARTMENT/PRIVATE ORGANIZATION WITH SEAL AND SIGN BY AUTHORIZED SIGNATORY)

Ref. No.....

Date.....

CERTIFICATE OF COMPLETION

This is to certify that Name of Bidder, Address of Registered Office has successfully completed the work of design & supervision of Name of Building at Name of location in Name of State, as per following details –

Project Name	Year of completion	Specific Focus Area- Green Rating/Energy Efficient/Other	Remarks

The design, consultancy and supervision performance of the above project are found satisfactory.

This certificate is being issued against the request of M/s
For their intent for participation in the following Tender:

S.N.	Tender Number
01	Tender No.-111565/CREDA/HIRING DESIGN CONSULTANT/2022-23, Dated:11.10.2022

**Seal & Sign
(Authorised Signatory)**

FORMAT FOR THE AFFIDAVIT

(Declaration of conflict of Interest)

(Note: This affidavit should be on a non-judicial stamp paper of Rs. 100/- and shall be attested by Magistrate/Sub-Judge/ Notary Public)

I,.....(Name of the bidder authorized representative of the bidder) son/ daughter of..... resident of (full address), aforesaid solemnly affirm and state as under:

1. I hereby certify that all the information furnished with the bid submitted in response to Tender/bid no. 111565/CREDA/HIRING DESIGN CONSULTANT/2022-23, DATED -11-10-2022 issued by Chhattisgarh State Renewable Energy Development Agency (CREDA) (authority inviting e-Tender) for Selection and Hiring of Consultant/Consultancy Firm for designing of Sustainable Super ECBC compliant, Net Energy Positive, Green Office Building for CREDA at Nava Raipur, Atal Nagar, Chhattisgarh, with complete architectural and all related Consultancy services defined in the scope of work (name and identification of work) are true and correct.

2. I hereby certify that I have been authorized by..... (Company name) to sign on their behalf, the bid mentioned in Sr.No.1 above.*

3. Information furnished in the bidding documents is correct in all respects to the best of my knowledge and belief.

4. The near relations, as per clause 30(a) in Section - 02, in CREDA, are not in employment of the firm/company. (Note:-By the term near relatives is meant Wife, Husband, Parents and Son, Brother, Sister, Brother-in-law, Father-in-law, Mother-in-law etc.) (if working mention the name/names)

.....
.....

5. The name of near relative (if any) as per Clause 31(b) who retired/removed within the last two years. (If None, clearly State None)

.....
.....

6. No near relative is working as Financial Accountant in the CREDA. (if working mention the name)

.....
.....

7. No person is working in the company in any capacity, who are near relatives to any Officer in Chhattisgarh State Renewable Energy Development Agency (CREDA) (If working mention the name)

.....
.....

- 8. Our company/firm/ or otherwise is not under the clarification of ineligibility for corrupt and fraudulent practices by the Central Government, the State Government or any public undertaking, autonomous body, authority by whatever name called under the Central or the State Government as mention in clause 1(f) of tender document.
- 9. I hereby authorize the CREDA Officials to get all the documents verified from appropriate sources (s).

Deponent

Place:

Date:

* Not applicable if the bidder is an individual and is signing the bid on his own behalf.

Verification

I..... S/o.....do here by affirm that contents stated in Para 1 to 9 above and contents submitted in technical & financial bid are true to the best of my knowledge and believe and are based on my/our record.

Verified that this date of at (Place).....

Deponent



AGREEMENT

This agreement is hereby made today the ----- day of ----- 2022 at CREDA, Raipur between M/s -----, a company/firm registered under the Companies Act, 1956 / Partnership Act / ----- Act, having its registered office at -----India (hereinafter called as "Consultant", the term which includes its successors, assigns and legal heirs),through ----- on one hand and Chhattisgarh State Renewable Energy Development Agency (CREDA) registered under Societies Act having its Registered office at Head Office, CREDA, Near Energy Education Park, VIP Road Raipur (C.G) hereinafter called as "CREDA" the term which includes its successors, assigns and legal heirs; through Shri Rajesh Trivedi, C.E., CREDA Raipur on the other hand on the following terms and conditions:-

1. Whereas, the "CREDA" intends to select & hire consultant for designing of Sustainable, Super ECBC Compliant, Net Energy Positive, Green Office Building for CREDA at Nava Raipur, Atal Nagar, Raipur, Chhattisgarh, with Complete Architectural, Engineering, and related Consultancy Services mentioned in the scope of work (hereinafter called as "Contract" for as per Tender No. 111565/CREDA/HIRING DESIGN CONSULTANT/2022-23, DATED - 11-10-2022 "Party/Firm" had submitted their rates and agreed to supply/perform the "Contract" to CREDA on the rates appended hereto in Part-1, as per the terms and conditions of the Tender already agreed upon, and,
2. Whereas, the "Party/Firm" is committed to provide Consultancy Services, on the rates already agreed upon, within the schedule mentioned in the Work/Supply orders that shall be issued from time to time and,
3. Whereas, it has been also agreed upon that during any disputes regarding interpretation of any of the clauses of this agreement, the decision of the "CEO, CREDA" shall be final and binding on both the parties,
4. Whereas, it is agreed upon that all the terms and conditions of the Tender and work/supply orders which have already been agreed upon shall form part of this agreement and,
5. Whereas, it has also been agreed that for any disputes arising, the jurisdiction shall be the Courts of Raipur, in witness whereof, both the parties thereto, put their signatures below:

Witness:

1-----

For and on behalf of CREDA

2-----

For and on behalf of Consultant