

**CENTRAL RAILWAY
MUMBAI DIVISION**

**Subject :- Expression of Interest (E.O.I.) for empanelment
of Architect for Mumbai Division.**

Expression of Interest (E.O.I.) is hereby invited for empanelment of Architects/Architectural Firm for consultancy service for various Infrastructure works in Mumbai Division. Mumbai Division has to execute various works of Station Buildings, Service Buildings and other utility buildings.

- 1) Mumbai Division has decided to empanel Architects/Architectural Firms for providing Technical Consultancy services for Architectural Consultancy for various work of Railway stations, service buildings and other utility buildings.
- 2) Applications are invited from experienced Architectural Firms for empanelment in Mumbai Division for providing Technical Consultancy Services for various works of railway station, service building and other utility buildings according to the Eligibility Criteria and on format provided in this notice.
- 3) This notice is for empanelment and applications may be sent through hard copy addressed to **Chief Project Manager(Gati Shakti), Divisional Railway Manager's Office, Chatrapati Shivaji Maharaj Terminus, Mumbai(Maharashtra) Pin.400001 and on email td-mumbaigsu@gmail.com**
Complete details can be seen / download from the Central Railway website <https://cr.indianrailways.gov.in> (About us – Divisions – Mumbai – Gati shakti unit)
- 4) All applications received shall be considered free of cost. **The application due date shall be 23.01.2023 upto 18.00Hrs.**
- 5) If an application is rejected, the same applicant cannot apply within 06 (six) months,
- 6) The empanelment shall be kept for 02 years, after which the consultant shall have to renew the empanelment following the same method and other Architects may enroll as & when notice is issued for the same.
- 7) Eligibility Criteria and other conditions for Empanelment of Consultants for various work of Railway Stations, Service buildings. and other utility buildings shall be complied by an applicant.

Eligible Applicant:

- (i) The applications will be considered only from those applicants (proprietorship firms, partnership firms, JV/Consortium, companies) who meet the requisite eligibility criteria prescribed in this notice.
- (ii) An applicant shall submit only one application, either individually or as a partner of a JV/Consortium. An applicant who submits more than one application will cause all of the proposals in which the applicant has participated to be disqualified.
- (iii) If there is any misrepresentation of facts with regard to undertaking submitted, the same will be considered as "fraudulent practice" and the application of such applicants will be rejected.
- (iv) Applicant (any member in case of JV/consortium) must not have suffered bankruptcy/ insolvency during the last 3 years. The tenderer should submit undertaking to this effect in Annexure-I of the application.

Conditions of Eligibility of Applicants:

1) The Applicant shall fulfill the following conditions for empanelment as consultant for various works of railway station, service buildings, and other utility buildings.

2) The Architect shall be registered in council of Architect.

The Architect shall have the experience of architectural design work as per below:

a) **Technical Capacity:** The Applicant shall have over the past 5 (Five) years preceding the Application Due date, undertaken a **minimum of 2 (Two) eligible assignments** for development of Govt. offices, Public Buildings, Railways stations, Metro Stations, LRT, Monorail, High speed Rail, Bus Terminal/ Stations, Airport, Multi Modal Transit Hub, District Centres, Shopping Malls, Educational Campus, Residential Township, Hospitals, Sports Complex, Exhibition Complex, Convention Centres and similar structures .

b) **Financial Capacity:** The Applicant shall have received an average income of Rs.6.0 (Six) Lakhs per annum from professional fees during the last 1 (One) financial year.

(Audited balance sheets for last one financial year/Certificate from Chartered Accountant/Form 26/AS etc. will be considered for evaluation of financial capacity.)

- c) **Availability of Key personnel:** The Applicant shall offer and make available all key personnel meeting the requirement specified below:-

Key Personal	Educational qualification	Length of professional experience	Experience eligible assignments
Chief Architect	Masters in Architecture Or B.Arch.	Minimum 2 years Minimum 5 years	He should have led the architectural planning for development of Govt. offices, Public Buildings, Railways stations, Metro Stations , LRT, Monorail, Highspeed Rail, Bus Terminal/ Stations, Airport, Multi Modal Transit Hub, District Centres, Shopping Malls, Educational Campus, Residential Township, Hospitals, Sports Complex, Exhibition Complex, Convention Centres and similar structures .

Submission of proposal:-

- 1. Applicant should submit satisfactory completion certificates or satisfactory performance certificate (in case of an ongoing assignment) from the client as evidence of its experience. Applicant should submit details of its own and its key personnel's experiences in the specified forms duly certified by authorized signatory.**
- 2. The evaluation of the document submitted by the firm will be evaluated by the committee and empanelled firm/architect firm shall be listed out and panel will be notified by Mumbai Division.**
- 3. The further works for consultancy will be assigned on the basis of due procedures.**

Letter of Application
(On Applicant's letter head)

To,
Chief Project Manager
Gati Shakti Unit, DRM Office, CSMT

**Sub: Empanelment of Consultant for Providing Architectural
and other technical Consultancy services for Station
Buildings, Service Buildings & Other Utility buildings.**

Dear Sir,

1. With reference to your Document dated----I/We, having examined all relevant documents and understood their contents, and hereby submit our proposal for "**Empanelment of Consultant for providing Architectural and Technical Consultancy for Central Railway, Mumbai Division.**"
2. The proposal is unconditional and unqualified.
3. All information provided in the Application including .application forms, is true and correct and all accompanying documents are true copies of their respective originals. If at any time it is found that any information/detail provided by me/us is false or incorrect then the Mumbai Division has the right to cancel the empanelment.
4. I/We undertake to provide any additional information it may deem necessary or require for supplementing or authenticating the Proposal to Mumbai Division.
5. I/We acknowledge the right of the Mumbai Division to reject our application without assigning any reason or otherwise and hereby waive our right to challenge the same on any account whatsoever.
6. I/We certify that in the last three years, I/we/any of the consortium members have neither failed to perform on any contract, as evidence by imposition of a penalty or a judicial pronouncement or arbitration award, nor been expelled from any project or contract nor have had any contract terminated for breach on our part.
7. I/We declare that:
 - (a) I/We have examined and have no reservations to the Documents,
 - (b) I/We have not directly or indirectly or through an agent engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice in respect of any tender or request for

- proposal issued by or any agreement entered into with the Mumbai Division of Central Rly or any other public sector enterprise or any Government, Central or State; and
- (c) I/We hereby certify that we have not have suffered bankruptcy/ insolvency during the last 3 years.
 - (d) I/We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice.
8. I/We understand that you may cancel the Selection Process at any time and that you are neither bound to accept any Proposal that you may receive nor to select the Bidder, without incurring any liability to the Applicants.
 9. I/We declare that We/any member of the consortium, are/is not a Member of a/any other Consortium applying as an Applicant.
 10. I/We certify that in regard to matters other than security and integrity of the country, we have not been convicted by a Court of Law or indicted or adverse orders passed by a regulatory authority which would cast a doubt on our ability to undertake the Consultancy for the Project or which relates to a grave offence that outranges the moral sense of the community.
 11. I/We further certify that in regard to matters relating to security and integrity or the country, we have not been charge-sheeted by any agency of the Government or convicted by a Court of Law for any offence committed by us or by any of our Associates.
 12. I/We further certify that no investigation by a regulatory authority is pending either against us or against our Associates or against our CEO or any of our Directors/Managers/employees.
 13. I/We hereby irrevocably waive off right which we may have at any stage at law or whosoever otherwise arising to challenge or question any decision taken by the Mumbai Division of central Rly and/ or the Government of India in connection with the selection of the Bidder or in connection with the Selection process itself in respect of the above mentioned Project.
 14. I/We agree and understand that the proposal is subject to the provisions of the document. In no case, shall I/We have any claim or right to whatsoever nature if we are not selected for the empanelment.
 15. I/We agree and undertake to abide by all the terms and conditions of the Document. In witness thereof, I/We submit this Proposal under and in the accordance with the terms of the Document.

Yours faithfully,

(Signature of the Authorized Signatory) (Name and designation of the Authorized Signatory) (Name and seal of the Applicant/Lead Member)

Particulars of the Consultant/Architect (Firm)

SN	Required details	Details
1	State whether applying as Sole Firm/ Proprietor/ Partner/Director/ Architect or otherwise status of the firm	
2	Name of Firm	
3	Address of registered/local office	
4	Telephone Number/Mobile number	
5	E-Mail Address	
6	Registration number of Architect/Firm in Architect Council	
7	Year of Registration with validity if any	
8	Brief description of the Company including details of its main business (max two page annexure can be enclosed)	
9	Particulars of individual(s) who will serve as the point of contact/Communication with Mumbai Division: (a) Name: (b) Designation:	
10	Number of years of Experience of personal in architectural design work for Public Buildings completed	
11	Details of Key personal a) Educational qualifications b) Total Years of experience in architectural planning of Metro/ Railway station/ Public Building assignments	
12	Name of Authorized representative to Act and sign on behalf of the firm.	
13	Has the Bidder been penalized by any organization Yes /No for the poor quality of work in the last five years?	
14	Has the Bidder been blacklisted by any Govt. Yes / No department/Public Sector Undertaking in the last five years and such blacklisting exists on the date of submission of application?	
15	Has the Bidder suffered bankruptcy/insolvency in the last five years? Yes / No	

Note:

- 1. If answer to any of the questions at 9 to 11 is yes, the Bidder is not eligible for this empanelment.**
- 2. All the items/columns in the form shall be filled clearly by the Consultant/Architect clearly indicating reply in Yes/No wherever applicable.**
- 3. Separate form shall be submitted by both the partners in case of JV/Consortium.**

(Signature of the Authorised Signatory)

(Name and designation of the Authorised Signatory)

(Name and seal of the Firm)

Eligibility of the Consultant/Architect (Firm)**Name of the Consultant/Architect Firm:**

SN	Name and brief description of project and nature of assignment completed	Name of Client	Location City/State	Payment received by Consultant/ Architect (Rs. In Lakhs)	Date of commencement and completion
1					

Note:

1. The Consultant/Architect should provide details of those projects undertaken by the firm that are as per the definition of eligible assignments i.e. "architectural planning of Metro/ Railway station/ Public Building assignment"
2. The application should be accompanied with completion certificates or satisfactory performance certificates (in case of on-going assignment) from the Client.
3. Completion certificates or satisfactory performance certificate shall clearly indicate/mention the built-up area/payment received by Consultant/Architect / date of completion/ongoing etc.
4. Separate form shall be submitted by both the partners in case of JV/Consortium.

Certification:

I, the undersigned, certify that to the best of my knowledge and belief, this form correctly describes the details of eligible assignments carried out by the firm. I understand that any willful mis-statement described herein may lead to disqualification or dismissal, if empanelled.

Date:

Place:

(Signature of the Authorised Signatory)
(Name and designation of the Authorised Signatory)
(Name and seal of the Firm)

PARTICULARS OF KEY PERSONNEL

Designation of Key Personnel	Name	Educational Qualification	Total Professional Experience	Present Employment		Details of eligible Assignments worked upon
				Name of Firm	Employed Since	
Chief Architect/ Planner cum Team Leader (the "Team Leader")						
Structural Engineer/ Construction Expert						
Any other staff						

Certification:

I, the undersigned, certify that to the best of my knowledge and belief, this form correctly describes qualifications, and experience of all the key Personnel. I understand that any willful misstatement described herein may lead to disqualification or dismissal, if empanelled.

Date

Place

(Signature of the Authorised Signatory)
(Name and designation of the Authorised Signatory)
(Name and seal of the Firm)

FORMAT FOR TURNOVER FOR LAST ONE YEAR

S.N.	Financial Year	Turn Over (Rs. In Lakhs)	Remarks
1	2	3	4
1	2021-2022		
2	2022-2023 (till 31 st December 2022)		

NOTE:-

1. Annual Turnover should be certified by Chartered Accountant.
2. The Consultant should provide the Financial Capability based on its own financial statements. Financial Capability of the Consultant's parent company or its subsidiary or any associate company will not be considered for computation of the Financial Capability of the Consultant.
3. Consultant should fill in details as per the row titled Annual turnover in the row.

This is to certify that the information contained above is correct as per the accounts of the Bidder and/ or the clients.

Date:

Place:

(Signature of the Authorised Signatory)
(Name and designation of the Authorised Signatory)
(Name and seal of the Firm)

**Signature of Chartered Accountant/
Auditor with Seal**