

EXPRESSION OF INTEREST (EOI)

**FROM ARCHITECTS/ARCHITECTURAL FIRMS /DESIGN FIRMS
FOR
PROVIDING COMPREHENSIVE ARCHITECTURAL DESIGN
CONSULTANCY SERVICES FOR SETTING UP A GENDER PARK
@ VELLIMADUKUNNU, KOZHIKODE**

**DEPARTMENT OF SOCIAL JUSTICE
GOVERNMENT OF KERALA
TRIVANDRUM**

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DEPARTMENT OF SOCIAL JUSTICE, GOVT OF KERALA Vikas Bhavan, Vth Floor, Thiruvananthapuram Phone: 0471-2302887, www.swd.kerala.gov.in	
INVITATION FOR EXPRESSION OF INTEREST FROM ARCHITECTS/ ARCHITECTURAL FIRMS	
E.O.I. Notice No.: DSJ/GP/EOI/2013/1	dated.....

The Department of Social Justice hereafter referred to variously as the Department or DSJ formed for the implementation of social welfare programs and services in Kerala initiates and implements welfare programs and services for women in need and distress, differently abled and mentally challenged persons, women and children, destitute orphans and neglected street children and provides social security for the aged and destitute through a network of organizations, residential institutions and non-institutional schemes. The Department has adopted and implemented almost all the new Central Government welfare legislations;. The Department has also declared 'State Policy for Women' and also 'State Policy for the Elderly'. Recognizing the need for expansion of its ambit of activities the Department is now poised for reorganization and a separate department is envisaged for Women's Development.

Department of Social Welfare proposes to set up an ultra tech **Gender Park** at Vellimadukunnu of Kozhikode District named "Thantedam", the first of its kind in the country to provide an unique creative space exclusively for women, as a part of women empowerment program. The first phase of the park is proposed to be built in space of five and half acres of land out of the total 24 acres of land owned by the department of Social Justice.

Expression of Interest are invited from reputed Architects/Architectural firms/Design firms, **preferably women Architects/firms owned by women**

Architects having requisite experience and financial capacity for providing comprehensive architectural design consultancy services

Pre-qualification Criteria:

Architects / Firms who will fulfill the following criteria shall be considered for participation:

- a. Members of Institution of Architects and Indian Council of Architects or the Firms/Architects which have been recognized nationally or internationally.
- b. Have experience in the field for not less than 10 years, as on 31.03.2011
- c. Have completed Consultancy assignment for similar Multipurpose Community Space Projects during the last 5 years, as on 31.03.2011, of value as listed below:
 - i. At least one project costing not less than Rs. 1400 lakhs, **or**
 - ii. Two projects each cost not less than Rs. 900 lakhs, **or**
 - iii. Three projects, each costing not less than Rs. 720 lakhs
- d. At least one of the above project shall be for Government/Semi Government/ Government Undertaking/Public Sector Undertaking
- e. Financial capability as listed in Section I(IV)

Eligible and interested firms may submit their written Expression Of Interest, in sealed cover (through Speed Post / Courier) super scribing the envelope with **“INVITATION FOR EXPRESSION OF INTEREST FROM ARCHITECTS, E.O.I. Notice No. DSJ/GP/EOI/2013/1 ”** along with EMD of Rs.2 lakhs by way of a Demand Draft drawn on any nationalized banks in favour of Department of Social Justice, payable at Trivandrum (EMD shall not carry any interest) so as to reach the Dept. Of Social Justice latest by 4 PM on ----2013, at the address mentioned above.

The EOI document in prescribed form duly completed and signed should be submitted in hard copy (original) and a soft copy, MS-Word compatible, in a sealed cover. The price bid in the prescribed format should be attached separately in another sealed cover. The two covers together should be put in a third sealed cover and submitted super scribing “INVITATION FOR EXPRESSION OF INTEREST FROM ARCHITECTS - E.O.I. NOTICE NO. DSJ/GP/EOI/2013/1 “

**** Consortiums are not allowed to bid**

SECTION I

I PREAMBLE

Thantedam – the Gender Park, aims to resolve the gender inequity in development.

A unique space which will acts as a convergence of women studies, activities, research institutions, Organizations, individuals, policies and programs which helps to tackle the problems and issues of women and also to ensure better social security ‘within totality’ of well being.

The project envisages programs for the wholesome development of women in the form of representation in various fields and financial independence. The major objective of the park is to formulate, strengthen and advocate policies, strategies and interventions to mainstream a gender perspective in the development process and effectively and positively address issues and problems of women.

Proposed park’s key areas of focus include Training and Research, Culture, Art, Literature and Media, Social Security and Law, Documentation and Library, Education, Health and Sports, Business and Trade, Productive Sectors and Thantedam Culture Zone.

Ladies of all age can make use of this facility. They can use it for relaxation. There is provision for lady artists to relax or work with all the modern and update facilities for furthering their interests in art. Similarly for writers or those working wanting to concentrate without disturbances etc can make use of this center for such atmosphere.

DSJ has 24 acres of land Vellimadukunnu, Kozhikode in which it proposes to build the first phase of the Gender Park in a space of five and a half acres of land.

II PRESENT REQUIREMENT:

II.1 DOSJ proposes to set up the following facilities, among others

- a. Documentation and research centers
- b. Training centers/spaces for women representatives of LSG's
- c. Stages for performance
- d. Help desks
- e. Museum & Library
- f. Convention centre
- g. Cultural spaces
- h. Writers' village
- i. Efficiency/Studio apartments(rehabilitation units for single women)
- j. Central kitchen and dining hall to seat about 80 – 100 persons
- k. Recreational & fitness facilities –
 - i. Indoor and outdoor play courts
 - ii. Gymnasium
 - iii. Student's lounge – TV room
 - iv. Small Amphi theatre in the landscaped area
- l. Information and capacity building.
- m. Work studies for women artisans and craftswomen.
- n. Ample parking space and other services.

II.2 Estimated cost of the work - Rs. 1000 lakhs

II.3 DSJ is on the lookout for a reputed Architect/ Architects Firm &

Engineers for providing Comprehensive Architectural Consultancy Services in the following disciplines:

- i Architectural design & detailing

- ii Structural, Public Health, Electrical, Mechanical ventilation/HVAC services, Elevators and Firefighting system etc.
- iii Building Automation, LAN, Communication, PA system etc.
- iv Horticulture and landscape works etc.

II.4 It is anticipated that the construction will commence by November 2013 and will be completed by November 2014.

III ROLE OF THE SELECTED ARCHITECTURAL CONSULTANT

The role of the selected firm is to provide a Complete and Comprehensive Architectural and Consultancy services , Engineering design concepts, drawings and details, for all services required from the stage of data collection to completion of the building, but not limited to the following:

- a. Space requirements and space planning.
- b. Service requirements (Area wise) and planning,
- c. Structural systems and other engineering services etc.
- d. Building drawings containing the following:
 - i All Floor plans & details for Architectural – Structural – PH – Electrical – HVAC – Horticultural works, etc.
 - ii Sections and Elevations.
 - iii Report indicating design philosophy, budgetary cost estimates, proposals for execution etc.
 - iv Furniture layout.
 - v 3D view/model /computer walk through etc.
 - vi Internal & external finishing details with area chart.
 - vii Fully dimensioned and all minute details required for construction.
 - viii Completion drawings and accompanying report, etc.

- e. Submission of feasibility report including cost estimate
- f. Seeking necessary clearances and approvals from concerned authorities.
- g. Preparation of tender document, scrutiny of tenders received and recommendations
- h. Supervision of works, revision of design and drawing, checking of materials, quality control, measurement of works and certification of bills
- i. Architectural and Engineering Design Consultancy firms shall have adequate in house expertise and experience in planning, designing of architectural concept and designs, structural, civil, public health, Electrical, HVAC services, Elevators, Fire fighting systems, Building Automation, LAN, Communication, Interior works, Horticulture & landscaping etc., required for completing and making the Hostel cum Efficiency / Studio Apartment Complex functional.

IV FINANCIAL CAPABILITY

- a. The applicant should have had average annual financial turn over (gross) of Rs. 75 lakhs consultancy fees during each of the last three years ending 31st March 2011. This should be duly audited by a Chartered Accountant.
- b. The applicant should not have incurred any loss during each of the last three years ending 31st March 2011 and this should be duly certified by the Chartered Accountant.
- c. The applicant should not be under liquidation, court receivership or similar proceedings.
- d. The applicant should have a minimum solvency of Rs. 75 Lakhs certified by his bankers.
- e. The applicant should furnish their annual financial statement for the last 3 years in the format prescribed in this document.

V EVALUATION CRITERIA FOR SHORTLISTING OF CONSULTANTS:

DSJ proposes to use competitive process that takes into account the quality of the proposal and the cost of the services in the selection of the successful firm. The following is the methodology for selection criteria.

V.1 Two stage evaluation

The evaluation of the proposals will be carried out in two stages: first the quality, and then the cost. Evaluators of technical proposals will not have access to the financial proposals until the technical evaluation is concluded. Financial proposals will be opened only thereafter.

V.2 Typical technical proposal evaluation

The Technical proposal evaluation will be made using the evaluation criteria given below:

S.No	Item	Max. Points
1	<p><i>The average annual financial (gross) consultation fee during each of the last three years ending 31st March 2011.</i></p> <p><i>Not less than Rs. 100 lakhs consultancy fees : 15</i> <i>Not less than Rs. 80 lakhs consultancy fees : 10</i> <i>Not less than Rs. 75 lakhs consultancy fees : 5</i></p>	15
2	<p><i>The Architect should have satisfactorily completed Consultancy assignment for similar Multipurpose Community Space Projects as given below, during last years, as on 31st January 2012.</i></p> <p><i>One or more project costing not less than Rs. 1400 lakhs : 10 Points</i> <i>Two or more projects, each costing not less than Rs. 900 lakhs : 7 Points</i> <i>Three or more projects each costing not less than 720: 5 Points</i></p>	10

	<i>Documentary proof in the form of work order should be enclosed for these projects in the technical proposal.</i>	
3	<p><i>Experience of the Architect in designing Projects Central / State Government/ Semi Government/ Government Undertaking/Government Autonomous Bodies in Kerala</i></p> <p><i>5 or more projects : 15 Points</i> <i>3 or more projects: 10 Points</i> <i>Less than 3 Projects: 5 Points</i></p> <p><i>Documentary proof in the form of work order should be enclosed for these projects in the technical proposal.</i></p>	15
4	<p><i>Architectural /urban design-Competitions won (Conducted by reputed institutes)</i></p> <p><i>(Award letter to be enclosed)</i></p>	10
5	<p><i>Experience in Green Building with GRIHA rating</i></p> <p><i>(documents to be enclosed)</i></p>	10
6	<p><i>Qualification, competence and practical experience, and roles and responsibilities of proposed key personnels</i></p> <p><u><i>Experience of Project Leader (Project leader must have experience of at least three projects in Of the same kind):</i></u></p> <p><i>1-5 years: 2 Points</i> <i>5-10 years: 4 Points</i> <i>10-15 years: 5 Points</i></p> <p><u><i>Experience of Key personnels</i></u></p> <p><i>1-2 years : 2 Points</i> <i>3-4 years : 4 Points</i> <i>More than 4 years : 5 Points</i></p> <p><i>Total average score of proposed team members will be calculated for evaluation. Maximum average score for team members will be 10 Points</i></p>	10
7	<p><i>Work Portfolio Exhibiting excellent Architectural Skills</i></p> <p><i>(few visuals to be enclosed)</i></p>	10
8	<p><i>Overall approach and methodology of project execution and , Project work plan, milestones and deliverables</i></p> <p><i>Proposed Project Execution Approach:</i></p>	20

	<i>Proposed Project Management Approach: Proposed System Architecture Design : Proposed Best Manufacturing Practices</i>	
	TOTAL	100

*** 10 Bonus mark for women architect / Firms owned by women architect**

V.3 Financial proposal evaluation

The financial bids of only the bidders who have substantially met the technical requirements and have secured more than 60 marks in the technical evaluation will be considered for the financial bid evaluation.

V.4 Selection of bidder

The selection of bidder will be based on the least cost basis, i.e. the lowest amount quoted in the price bid, subject to V.2 and V.3 above

V.5 Right of Department of Social Justice to accept or reject Bids

- I. DSJ reserves the right to accept or reject any or all of the Bids without assigning any reason and to take any measure as it may deem fit, including annulment of the bidding process, at any time prior to awarding the work/execution of the Contract, without any liability or obligation for such acceptance, rejection or annulment.
- II. DSJ reserves the right to invite fresh bids with or without amendment of the RFP at any stage without any liability or obligation for such invitation and without assigning any reason.
- III. DSJ reserves the right to reject any Bid if:

- At any time, a material misrepresentation is made by a bidder or any of its members.
- The Bidder does not respond promptly and thoroughly to requests for supplemental information required for the evaluation of the Bid. This would lead to disqualification of the Bidder. If such disqualification/ rejection occurs after the Financial Bids have been opened and the Successful Bidder gets disqualified/ rejected, Department of Social Justice reserves the right to take any such measure as may be deemed fit in the sole discretion of Department of Social Justice, including annulment of the bidding process. Notwithstanding the above, DSJ may debar / blacklist any of the Bidder(s) for their misleading or false representations in the forms, statements etc. for the period to be decided by Department of Social Justice.
- Any effort on the part of the applicant or his agent to exercise influence or to pressurize the DSJ would result in rejection of his application. Canvassing of any kind is **strictly** prohibited.

VI. LETTER OF TRANSMITTAL

Interested Architect / Architectural and Engineering Design Consultancy firms of repute, having similar exposure in designing and execution, and fulfilling the eligibility criteria are hereby invited to submit their “Expression of Interest” (EOI) for providing Comprehensive Architectural Design Consultancy Services, for setting up a Gender Park at Vellimadukunnu, Kozhikode.

The applicant should submit the letter of transmittal in the given format (attached as Section III) and all other forms along with Expression of Interest document on or before-----, up to 4.00 pm.

VII. EARNEST MONEY DIPOSIT (EMD)

- All EOI should be accompanied with an EMD of Rs. Rs.2 lakhs by way of Demand Draft drawn on any nationalized banks in favour of Department of Social Welfare, payable at Trivandrum. EMD shall not carry any interest.
- The successful bidder's bid security (EMD) will be refunded from DSJ only after the successful completion of the project and will not carry any interest.
- Un-successful bidders' bid security will be returned within 30 days of the evaluation and finalization of the bidding process.
- Apart from return of EMD, no separate intimation will be given to unsuccessful bidders.
- The EMD will be forfeited if the bidder withdraws amends, impairs or rescinds from the bid in any aspect within the validity of the offer made by them.

VIII. AMENDMENT TO THE EOI DOCUMENT

At any time prior to the deadline for submission of EOI, DSJ, for any reason, whether, at its own initiative or in response to a clarification requested by a prospective Bidder, may modify the EOI, by amendment. **Such amendments will be posted in the DSJ website only, and it will be the responsibility of the bidder to get updated on this.** These amendments, if any, will be binding on the bidders. Bidders must ensure that such amendments have been

considered by them before submitting the bid. DSJ will not have any responsibility in case some omission is done by any bidder. In order to allow prospective Bidders reasonable time to take the amendment into account in preparing their bids, DSJ, at its discretion, may extend the deadline for submission of bids.

SECTION II

INFORMATION & INSTRUCTIONS FOR APPLICANTS

1. GENERAL:

- 1.1 Letter of transmittal and forms 'A' to E' seeking information/documents are given in Section - III.
- 1.2 All information called for in the enclosed forms should be furnished against the relevant columns in the forms. If for any reason, information is furnished on a separate sheet, this fact should be mentioned against the relevant column. Even if no information is to be provided in a column, a 'nil' or 'no such case' entry should be made in that column. If any particulars/ query is not applicable in case of the applicant, it should 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 shall result in the applicant being summarily disqualified. Applications made by telegram or telex and those received late will not be entertained.
- 1.3 The application should be type written. The applicant should sign and affix his office seal on each page of the EOI document downloaded from the website of Department of Social Justice. Overwriting should be avoided. Corrections, if any, should be made by neatly crossing out, initialing, dating and rewriting. The applicant may furnish any additional information, which is deemed necessary to establish capability to successfully complete the envisaged project. Pages of the prequalification document should be numbered. Additional sheets, if any added by the applicant, should be numbered. All these should be submitted as a package with signed Letter of Transmittal. Superfluous information need not be

furnished and no information shall be entertained after submission of EOI document unless specifically called for.

- 1.4 References, information and certificates from the respective clients certifying suitability, technical knowhow or capability of the applicant should be signed by an officer of sufficiently high rank of the client
- 1.5 Any information furnished by the applicant found to be incorrect either immediately or at a later date, would render him liable to be debarred from taking up the project.
- 1.6 The EOI document in prescribed form duly completed and signed should be submitted in hard copy (original) and a soft copy, MS-Word compatible, in a sealed cover. The price bid in the prescribed format should be attached separately in another sealed cover. The two covers together should be put in a third sealed cover and submitted super scribing "INVITATION FOR EXPRESSION OF INTEREST FROM ARCHITECTS - E.O.I. NOTICE NO. DSJ/GP/EOI/2013/1 "
This shall be received in the office of the Department of Social Justice, Kerala, INDIA up to 4:00 p.m. on..... 2013. Documents submitted in connection with EOI will be treated confidentially & will be the property of Department of Social Justice, Government of Kerala
- 1.7 Prospective applicants can seek any clarification in this regard from the Special Officer, Gender Parks, Dept. Of Social Justice. email:sunish@kswdc.org
- 1.8 Department of Social Justice, Government of Kerala reserves its right not to respond to any question raised or provide clarification sought in its sole discretion.
- 1.9 The discretion and decision of Director, Department of Social Justice, in respect of the 'EOI', shall be final and shall not be open to be challenged in any Court of Law.

2. FINAL DECISION MAKING AUTHORITY:

Director, Department of Social Justice, reserves the right to accept or reject any application and/or to annul the selection process and reject all applications at any time without assigning any reason or incurring any liability to the applicants.

3. PARTICULARS:

The particulars of the project given in Section-I are indicative only and subject to change and may be considered only as advance information to assist the prospective applicant.

4. ORGANIZATIONAL STRUCTURE

The applicant should have sufficient number of architects, structural Engineers and other specialist professionals. The applicant shall submit a list of key professionals stating clearly how they would be deployed in this project. The in-house capability of the firm should be brought out clearly.

Applicants are liable to be disqualified if they have:-

1. Made misleading or false representation or deliberately suppressed the information in the forms, statements and enclosures required in the EOI document.
2. Record of poor performance such as abandoning project, not properly completing the assigned project, or financial failures/weaknesses etc.

5. INFORMATION TO BE GIVEN IN THE REQUIRED FORMATS:

Applicant should furnish the following:

5.1 ORGANISATION INFORMATION

Applicant is required to submit the following information in respect of his organization (Section III- Form - 'A' to 'D').

- a. Name & postal address, Telephone & Fax Number etc.
- b. Year of establishment and commencement of practice.

- c. Copies of original documents defining the legal status, place of registration and principal places of business.
- d. Name & title of Directors and Officers to be concerned with the project, with designation of individuals authorized to act for the organization
- e. Information on any litigation in which the applicant was involved during the last five years including any current litigation.
- f. Authorization to employer to seek detailed references.
- g. Number of architects and other technical professionals, in present company, indicating their deployment in the proposed work as in relevant formats enclosed in section – III.

5.2 LIST OF PROJECTS (COMPLETED /ON-GOING PROJECT)

- a. List of similar assignments / projects successfully completed / ongoing during the last five years as in formats enclosed in Section III – Forms E
- b. Performance of applicant for each work completed in the last five years and works on hand should be duly authenticated/certified by an officer of sufficiently high rank, in the prescribed format in Section III - Form “ E ”, and furnished separately for each work completed or in progress.

6. DISCLAIMER

The information in this document has been prepared to assist the Architects/Architectural firms in preparing the non binding EOI and it is clarified that:

- i. It does not constitute an invitation to offer or an offer in relation to the transaction.
- ii. This document does not constitute any contract or agreement of any kind whatsoever.
- iii. This document does not, purport to contain all the information that the interested Architects/Architectural firms and their

advisors would desire or require in reaching decisions as to the requirement. Interested Architects/Architectural firms should form their own view as to what information is relevant to such decisions and make their own independent investigations in relation to any additional information.

- iv. Neither the information in this document nor any other written or oral information in relation to the requirement or otherwise is intended to form the basis of or the inducement for any investment activity or any decision to enter into any contract or arrangement in relation to the transaction and should not be relied on as such. Neither Department of Social Justice, Government of Kerala nor their employees or advisors shall be liable to any interested party or any entity under any law including the law of contract, tort, the principles of restitution or unjust enrichment or otherwise for any loss, expenses or damage which may arise, or be incurred, or suffered, in connection with this document, or any matter that may be deemed to form part of this document, or any other information supplied by or on behalf of Department of Social Justice, Government of Kerala. or their employees or advisors or otherwise arising in any way from the selection process mentioned herein.
- v. Department of Social Justice is not bound to accept any or all the EOIs. Department of Social Justice, Government of Kerala reserves the right to reject any or all EOIs without assigning any reasons. No applicant shall have any cause of action or claim against Department of Social Justice or its officers, employees,

advisors, agents, successors or assignees for rejection of this EOI.

- vi. Failure to provide information that is essential to evaluate the applicant's qualifications or substantiation of the information supplied, shall result in disqualification of the applicant.
- vii. It shall not be assumed that there shall be no deviation or change in any of the herein mentioned information. While this document has been prepared in good faith, neither Department of Social Justice nor any of their respective officers or employees or advisors or agents make any representation or shall have any responsibility or liability whatsoever in respect of any statements or omissions here from. Any liability is accordingly expressly disclaimed Department of Social Justice or any of their respective officers, employees, advisors or agents, whether negligent or otherwise.

SECTION – III

LETTER OF TRANSMITTAL

From:

To:

Subject: "Expression of Interest" from Architects / Architectural firms/Design Firms for providing comprehensive Architectural design Consultancy services for setting up a Gender Park at Vellimadukunnu of Kozhikode District, Kerala.

Dear Sir/Madam

Having examined the details given in EOI Notice and EOI document for the above project, I/we hereby submit the relevant information for considering my/our EOI

1. I/We hereby submit the EOI document in the prescribed format duly completed and signed in hard copy(original) and a soft copy – MS Word compatible – The price Bid in the prescribed format is attached in a separate sealed cover and both the separately sealed EOI document and Price Bid are together put in an another sealed cover.
2. I/We hereby certify that all the statements made and information supplied in the enclosed forms 'A' to 'E' and accompanying statements are true and correct.
3. I/We have furnished all information and details necessary for EOI and have no further pertinent information to supply.
4. I/We also authorize Department of Social Justice or their authorized

representatives to approach individuals, employers and firms to verify our competence and general reputation.

5. I/We submit the following certificates in support of our suitability, technical know-how and capability for having successfully completed the following projects along with prescribed format:
5. I/We shall be jointly and severally liable to the Client for all the contract obligation and liabilities as per the contract.

Enclosures:

Seal of applicant:

Date of submission:

Signature of Authorized representative

FINANCIAL (PRICE) BID FORMAT

All the bidders shall use the following format and should submit the same in the letter Head of the bidder.

To

**The Director
Department of Social Justice, Govt of Kerala
Vth Floor, Vikas Bhavan,
Thiruvananthapuram, Kerala**

Dear Sir/Madam,

Subject: Providing Comprehensive Architectural design consultancy services for setting up a Gender park at Vellimadukunnu of Kozhikode District.

I/We, the undersigned, offer to Provide Comprehensive Architectural design consultancy services for setting up a Gender park at Vellimadukunnu, Kozhikode in accordance with your Expression Of Interest (EOI) No. DSJ/GP/EOI/2013/1 dated ----- . We are hereby submitting our Financial bid valid for 60 days, from the date of opening the financial bid.

Based on the scope mentioned in the EOI, **Our Financial Bid is for the sum of** **(Amount in words and figure)**. This amount is inclusive of all local taxes, levies/taxes like Service tax, VAT, Sales Tax, traveling charges, support services etc.

Our Financial Bid shall be binding upon us subject to the modifications resulting from contract negotiations, up to expiration for the validity period of the Bid, i.e. 60 days from the date of opening the financial bid.

Yours faithfully,

Authorized Signature:

Name and Title of Signatory:

Bidder's name:

Address

FORM – 'A**ORGANIZATION INFORMATION**

1. Name of the firm:
(Attach an attested photocopy of Certificate of Registration)
2. Legal Status of the Firm: Individual company/Partnership firm/Joint Venture firm:
3. Registered Address, telephone, Tele-fax:
4. Contact Person, Designation and Address including email id:
5. Number of years of experience:
6. Number of similar projects for which similar comprehensive design and services have been provided during the last five years with details (Details to be specific and should not be genuine in nature. Separate sketch may be added whenever necessary):
7. Names and titles of Directors or Partners:
8. Total no. of key personnels – Architects, Structural Engineers, Surveyors and others:
9. In case the company is subsidiary, the involvement, if any, of the Parent Company:
10. State whether in-house expertise is available for all services/ sub systems. If not, details of sub-system to be involved in the project:
11. Has the applicant or any constituent partner in case of partnership firm, ever abandoned the awarded project before its completion? If so, give name of the project and reasons for abandonment:
12. Has the applicant or any constituent partner in case of partnership firm, ever

been debarred /black listed in any organization at any time? If so, give details:

13. Has the applicant or any constituent partner in case of partnership firm, ever been convicted?

We certify that the information provided above are extracted from the books of accounts/records of the company and is true. We further certify that in the event of the information provided hereunder proves to be incorrect; Department of Social Justice has the right to disqualify the response submitted by the Architect/firm/company at any point of time.

We also confirm that we agree to all the terms and conditions of Expression of Interest No..... dated for providing comprehensive Architectural design Consultancy services for setting up a Gender Park at Vellimadukunnu, Kozhikode and amendments, if any, made to the said EOI.

Name & Signature of the Authorized Official of the Firm/Company:

Designation.

Date:

Signature of the Authorized representative

FORM 'B'
Page 1 of 1

COMPLETED / ONGOING PROJECT

Name and the location of the project	Employer's name and address	Value of the Project	Duration of the Project	Exact Role	Whether by self of consortium member	If done in consortium specify the percentage

Signature of Authorized representative

FORM – 'C'
Page 1 of 2**KEY PERSONNEL PROPOSED TO BE INVOLVED IN THIS WORK**

Sr. No.	Designation	Number of proposed personnel	Technical qualification	Total Years of Relevant Experience	Details in Annexure
1	Project Manager				
2	Architect				
3	Civil Engineer				
4	Electrical Engineer				
5	Landscape Architect				
6	Others (Please specify)				

FORM 'C'
Page 2 of 2

CVS OF KEY STAFF

Name of the Staff		
Designation		
Name and address of the firm presently employed		
Years with the firm		
Proposed position (describe degree of responsibility also)		
Qualifications (Technical and General)		
Membership in professional bodies		
Experience and Training (Relevant in the context of assignment)		
Employment Record		
Name of the Firm	Position Held	Years of Employment

Signature of Authorized representative

FORM 'D'
Page 1 of 1

FINANCIAL INFORMATION (Rs in Lakhs)

Sl.No.	Year	2010-11	2009-10	2008-09
1.	Total assets			
2.	Current assets			
3.	Total liabilities			
4.	Current liabilities			
5.	Annual turn Over			
6.	Profit before taxes			
7.	Profit after taxes			
8.	Net worth (1-3)			

- Attach audited balance sheets in support of the data clearly marking the relevant portion. Also attach copies of Income Tax Returns filed.

Signature of the Authorized Representative

PERFORMANCE REPORT OF WORKS (On client's Letter Head)

1.	Name of Project and location:	
2.	Agreement No.:	
3.	Estimated Cost:	
4.	Built up area:	
5.	Date of Start:	
6.	Date of Completion:	
7.	Role of Applicant (areas of work):	
8.	Amount paid for the work:	
9.	Details of delay, if any:	
10.	Performance report:	

Signature of the authorized representative