

INDIAN INSTITUTE OF TECHNOLOGY MANDI
MANDI-175 001
HIMACHAL PRADESH
PWD Rest House, Near Bus District: Mandi (HP)

FOR ARCHITECTURAL CONSULTANCY SERVICES
SELECTION OF ARCHITECT/DESIGN CONSULTANT
FOR DEVELOPING MASTER PLAN AND ARCHITECTURAL AND
ENGINEERING DRAWING ETC. FOR CONSRUCTION IN
ACADEMIC/RESEARCH/RESIDENTIAL ZONES OF
IIT MANDI AT KAMAND

Start of Sale of Document	: 25-1-2011
Pre-bid Meeting	: 31-1-2011 (Monday)
Last date for receipt of Stage-I Proposal	: 4-3-2011(Friday) at 03:00 PM
Date and Time of opening of Stage-I Proposal	: 4-3-2011 @ 03:10 PM
Date of Presentation of Stage-I Proposal	: 12 &13.3.2011
Last Date of Receipt of Stage-II Technical and Financial Proposal	: 15-4-2011 at 3-00 PM
Date and Time of opening of Stage-II Technical Proposal	: 15-4-2011 at 3-10 PM
Date of Presentation of Stage-II Technical Proposal	: 21.4.2011
Date of opening of Stage-II Financial Proposal	: 21-4-2011 (After Completion of Technical Presentation and Assessment)

Certified that this document contains 35 (Thirty five) pages (including this page)

REGISTRAR
INDIAN INSTITUTE OF TECHNOLOGY MANDI
MANDI-175 001
Himachal Pradesh

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**Registrar
Indian Institute of Technology Mandi
Mandi-175 001
Himachal Pradesh**

**INDIAN INSTITUTE OF TECHNOLOGY MANDI
MANDI-175 001
HIMACHAL PRADESH**

NOTICE

Proposal for stage-I assessment is invited in a sealed cover marked “ Stage-I Proposal” up to 3.00 pm on 04-3-2011 by the Registrar, Indian Institute of Technology Mandi, Mandi-175 001 from Architects/ Design Consultants who have been short listed to submit proposals for consultancy services for the work of “ **Selection of Architect/Design Consultant for Developing Master Plan, Architectural and Engineering Drawing etc. for construction in Academic/Research/ Residential Zones of IIT Mandi at Kamand, Distt. Mandi, Himachal Pradesh.**” Before formulation of Stage-I proposal a pre-bid meeting will be conducted at IIT Mandi on 31-1-2011 for interaction, site-visit and additional inputs, if any. The minutes of this meeting will be available on IIT Mandi website iitmandi.ac.in. Architects/ Design Consultants are invited to present Stage-I proposals for evaluation on 12-13.3.2011 at a venue to be intimated later.

After Evaluation of Stage-I proposals, the Architects/ Design Consultants will be further shortlisted and invited by the Registrar, Indian Institute of Technology Mandi, Mandi-175 001, to submit Stage-II proposal in Two Sealed Covers namely ‘Technical Proposal’ and Financial Proposal’ latest by 15-4-2011 at 3-00 PM. Stage-II Technical Proposal will be opened on 15-4-2011 at 3-10 PM. Presentation of Stage-II Technical Proposal by the concerned Architects/ Design Consultants is scheduled on 21.4.2011. After completion of Technical Presentations, the financial proposals will be opened on the same day. The outcome of the selection of the Architect/ Design Consultant will be intimated later after approval of the competent authority.

This Document may be requested from **Registrar, IIT Mandi** and the request should be accompanied by a demand draft for an amount of Rs. 520/- (Cost of application Rs. 500/- + VAT @ 4%) (Non-Refundable), drawn in favour of **Registrar, IIT Mandi** and payable at Mandi, covering the cost of the documents. In case the document is downloaded from the website iitmandi.ac.in, the stage-I proposal may accompany the required demand draft as described. Stage – II proposal may accompany EMD of Rs. 10 lakhs in the form of bank instruments like FD/ bank guarantee/Draft etc.

The **Proposals** will be opened in the office of the Registrar, IIT Mandi, Mandi (H.P.) in the presence of architectural consultants or their authorized representatives who may be present.

**Registrar
Indian Institute of Technology Mandi
Mandi-175 001
Himachal Pradesh**

INTRODUCTION

The Architects/ Design Consultants have been provisionally prequalified on the basis of Expression of Interest, subject to their submission of (i) progress certificates from the clients for ongoing projects claimed and (ii) completion certificates for those projects already completed. The proposals will be invited in two stages from the prequalified Architects/ Design Consultants. In stage-I proposal, the prequalified Architects/ Design Consultants are to provide in a sealed cover the following:

Cover - Stage-I- Technical proposal

This will contain (i) the conceptual master plan in A₀ size drawings and 3-D views and (ii) progress/completion certificates for the projects in hand/carried out as claimed in EOI document submitted.

There will be presentation of conceptual master plan by the Architects/ Design Consultants. On the basis of stage –I proposal, the Architects/ Design Consultants will be further shortlisted and invited to submit stage-II proposal in 2 sealed covers as given below :

Cover I- Stage – II Technical Proposal

This will contain (i) detailed master plan, (ii) schematic design proposal of individual functional zones of the master plan, (iii) schematic architectural design of significant buildings and open spaces (iv) external services and schematic landscape proposal, (v) Management plan for campus development including phasing, (vi) Plan for conformity to environment and green building guidelines (vii) detailed area programmes of buildings and facilities in the first phase (viii) 3-D model and final report. The services may include Water Supply and Sanitary arrangements, Electrical works, Lift, HVAC, Lightning protection System, Aviation warning System, Fire Detection and Fire Fighting works, telephone and data cables, TV Cables, roads and paths, underground electric power cabling and 2 MW SHP etc.

This cover will also contain the required EMD.

Cover II- Financial Proposal

This will contain the lump sum charges for the services to be rendered for the preparation of Master Plan, landscaping and Architectural and Engineering design of Buildings for a constructed area of 80,000 m² in the specified site. Increase/ decrease in area, if any, will be adjusted by modifying the lump sum value on pro-rata basis.

After the technical proposals are received by IIT Mandi, the Architects/ Design Consultants will be invited to make a presentation of Stage-II Technical Proposal.

SELECTION PROCEDURE

Stage-I technical proposal will be judged for the purpose of further short listing on the basis of a composite criteria including factors such as: (i) sensitivity to the built context, (ii) efficiency of site planning, (iii) correspondence to the vision of the Institute, (iv) building expression and innovative technology, (v) sustainability in view of remoteness of the site and (vi) future expansion possibilities.

The method of selection of the Architect/ Design Consultant will be based on the stage-II technical and financial proposal with a weightage of 70% and 30% respectively. The technical proposal shall be evaluated on the basis of (i) criteria of stage – I, (ii) adherence to conceptual master plan indicating departures, if any, with justifications, (iii) degrees of efficiency of buildings, spaces and services including the aspects of safety from natural hazards, (iv) range and level of sustainability processes in the design, (v) feasibility of campus development management plan and (vi) aesthetic appeal and experiential quality.

IMPORTANT DATES

- Start of Sale of Document : 25. 1.2011
- Pre-Bid Meeting with Architectural consultants : 31.1.2011
- Submission of Stage-I Technical Proposal : 4.3.2011
- Presentation of Stage-I Proposal : 12-13.3.2011
- Submission of Stage-II Proposals : 15-4-2011
- Presentation of Stage-II Technical Proposal : 21.4.2011

HONORARIUM

After presentation of Stage – I proposal, each of the provisionally prequalified Architects/ Design Consultants, who have submitted progress/completion certificate from the client for **all** the projects claimed to be carrying/carried out, will be paid Rs. 2,00,000 (Rupees Two Lakhs Only) as honorarium for their effort and time. The Architects/ Design Consultants short listed on the basis of stage – I proposal will be paid a further amount of Rs. 5,00,000 (Rupees Five Lakhs Only) as honorarium for their effort and time in developing stage-II proposal after its presentation. The above sums are inclusive of all taxes

including service tax and are subject to income tax deductions/ any other tax deductions at source as applicable at the time of payment. No other payment will be made to meet travel or any other incidental expenses rendered. The amount of honorarium will be adjusted in the Fee of successful bidder.

NOTE: All the documents (hard and soft copies) including drawings, estimates, models etc. provided by the Architect/ Design Consultant shall be the properties of IIT Mandi. No honorarium will be paid if required documents and certificates are not submitted or if the certificates do not match the claims made in the Expression of Interest submitted by the Architects/ Design Consultants. The payment of honorarium will be made after completion of Stage-II selection to all Architects/ Design Consultants of Stage-I and Stage-II, except the finally selected Architect/ Design Consultant.

DESCRIPTION OF APPROACH, METHODOLOGY AND WORK PLAN --MASTER PLAN OF THE CAMPUS

In the stage-I Technical proposal, the Architect/ Design Consultant has to provide technical approach, methodology and work plan as key components. The Architects/ Design Consultants are advised to highlight in their Technical Presentation the following aspects: (i) sensitivity to the built context, (ii) efficiency of site planning, (iii) correspondence to the vision of the Institute, (iv) building expression and innovative technology including compatibility with environment and GRIHA-4, (v) sustainability in view of remoteness of the site and (vi) future expansion possibilities. No Financial Proposal is to be submitted at this stage.

In stage-II Technical Proposal, the final report may include the following chapters:

- (a) Technical Approach, Novelty and Methodology
 - (b) Work Plan
 - (c) Organization and Staffing.
- a) **Technical Approach, Novelty and Methodology:** In this chapter the understanding of the objective of the Assignment/job, approach to the Assignment/job, methodology for carrying out the activities and obtaining the expected output, and the degree of detail of such output shall be explained. The problems being addressed and their importance shall be highlighted and the technical approach to be adopted to address them shall be explained. The methodologies proposed to be adopted in the Master planning and the compatibility of those methodologies with the actual campus constraints and requirements shall be explained.
- b) **Work Plan:** The Architect/ Design Consultant should propose and justify the main activities of the Assignment/job, their content and duration, phasing and interrelations, milestones (including interim approvals by the Employer), and delivery dates of the reports. The proposed work plan should be consistent with the technical approach and methodology, showing understanding of the requirements and ability to translate them into a feasible working plan. A list of the documents, including reports, drawings, and tables to be delivered as final output, should be included here.
- c) **Organization and staffing:** The Architect/ Design Consultant should propose and justify the structure and composition of their team. A list of

main disciplines of the Assignment/job, the key experts responsible for the technical work shall be furnished including the minimum staff actually on-site and their bio-data.

The presentation of stage-II technical proposal may highlight the aspects of stage-I proposal including deviation from the master plan submitted in stage-I apart from (i) adherence to conceptual master plan indicating departures, if any, with justifications, (ii) degrees of efficiency of buildings, spaces and services including the aspects of safety from natural hazards, (iii) range and level of sustainability processes in the design, (iv) feasibility of campus development management plan and (v) aesthetic appeal and experiential quality.

REQUIREMENTS OF THE MASTER PLAN OF IIT MANDI, MANDI (H.P.)

About the Institute

IIT Mandi is a new IIT established in the year 2009. Presently, it is operating in a Transit Campus at Vallabh Govt. College, Mandi (H. P.). The permanent Campus will come up in a land of 538 Acres at Kamand, about 15 kms from Mandi town.

Currently, the Institute has 5 Schools. This may change in the future.

School of Computing and Electrical Engineering

This School brings together faculty involved in the key technologies of the Information Age. These include computer science, communication, VLSI and microelectronics, and electrical energy. The underlying fundamental principles are information theory, theory of computation, communication theory, quantum mechanics and the laws of electromagnetism.

School of Engineering

This School covers tangible physical structures and artifacts such as transport vehicles, transport systems, machines, materials, manufacturing, designs etc. The underlying principles are classical mechanics, atomic physics, and thermodynamics. Many faculty from the traditional departments of mechanical, civil, aerospace, metallurgical engineering would be in this School.

School of Process Technologies

Faculty whose interests are in the process industries would belong to this School. It encompasses the traditional departments of chemical engineering, hydrocarbon engineering, polymer engineering, biotechnology and some parts of chemistry.

School of Basic Sciences

This School includes mathematics, physics, chemistry, materials science and life sciences. While some faculty may work in pure research, others would work on applied research in collaboration with colleagues in the engineering Schools.

School of Humanities and Social Sciences

Modern engineers work in teams to create, improve and apply technology for the good of society. A good understanding of language, culture, sociology, economics, management, ecology, etc. is essential for the well-rounded engineer, for development of technologies, products and processes that will see widespread use. This School is thus an important part of IIT Mandi.

The schools may create centres consisting of clusters of laboratories and faculty rooms to carry out focused research in socially relevant and/or emerging areas by drawing in faculty members from different schools as and when necessary.

Vision of the Institute

To be a leader in technical knowledge creation, education and innovation, in an India marching towards a just, inclusive and sustainable society.

Mission of the Institute

1. To create and impart knowledge through team effort and individually for the benefit of society.
2. To produce professionals capable of creating knowledge and conceiving, designing and developing products and processes for the benefit of our society, through team effort and individually.
3. To impart the ability to analyze problems of the society and devise globally recognized innovative approaches and solutions.
4. To inculcate a spirit of entrepreneurship.
5. To work intensely with industry in pursuit of the above goals.
6. To train teachers capable of inspiring the next generation of engineers and researchers.
7. To be an efficient and decentralized organization with overriding respect for ability and merit.

The Campus

IIT Mandi is privileged to be the first IIT in the Himalayas. The main campus of IIT Mandi is located at Kamand which is about 12 kms from Mandi City. It lies along the river Uhl which is a tributary of the river Beas. The total area is 538 acres of which about 200 acres is flat land while the rest is mountainous.

The campus also has a "Nala" going through it. There are plans to make a 2 MW SHP station to utilize the water resource of the "Nala".

The Campus at Kamand will be developed as a sustainable township which will have after 20 years from now a population of 20, 000. The initial growth may be at the rate 20-30 faculty members and about 200-300 students per year. The projected number of population and buildings are only guidelines. If the consultant, on the basis of their experience finds these projections unsustainable, different numbers may be recommended.

Academic Zone Buildings

Lecture/Faculty rooms

The Institute is interdisciplinary in nature and there should be one supporting office for about 20 faculty members or one per floor. All faculty members should have independent offices of about 20 sqm. There should be at least one common room in each floor for periodic meetings/interactions/relaxation.

Research Laboratories should be located close to the faculty rooms wherever possible and have research scholars seating place. As the Institute adopts more practice based learning programs, the class rooms should accommodate demonstration facilities/audio visual tools. The lecture halls should be designed in such a way that the students' movement outside the hall should not distract/disturb the class room teaching.

A 1000 seats auditorium (partitionable into 2 or 4 halls) and a restaurant/cafeteria should be included in the Master plan.

Laboratories and Workshop Buildings

The laboratories can be broadly classified into two categories: UG/PG laboratories and research laboratories in addition to the workshop. UG/PG laboratories should have adequate space for 30-40 students carrying out experiments with adequate space for keeping equipment. The research labs will house sophisticated equipment/instruments. There should be drawing halls for carrying out drawing classes of about 60 students. All laboratories should have adequate secured storage facilities.

The workshop will cater to the UG and PG students for the regular workshop classes and also for development of research equipments. The Workshop should have different bays and mostly house heavy machineries like lathe, milling machine, etc.

All the laboratories and classrooms should be so designed as to allow access of physically challenged persons.

Traffic

The students in the campus are advised to use only bicycles and the Master plan could consider separate lanes for the bicycle commuters in addition to walk ways. Sufficient parking lots should be provided for all categories of vehicles in each building. The parking shall be preferably within/under the buildings.

Alternatively, it shall be open with suitable pavement to permit ground water recharging.

Additional buildings requirement

The additional buildings should provide the area requirement specified in Enclosure-1. However, the total foot print of the facilities and buildings should not exceed about 25% of the total campus area. The institute will also have a Library, Computer and Internet Centre, Healthcare Centre, Students' Activity Centre, Sports Complex, About 10 Hostels for Boys and girls, Campus School up to 10+2 education for children of Institute's Community, Shopping Plaza etc.

NOTE : Only a brief summary of the requirements are given and are not limited to the above. Suggestions are invited in this regard from the consultants.

OTHER ISSUES: The selected Architect/ Design Consultant should also give consideration to the need for limiting the capacity of the campus, reducing student traffic during peak hours, sewage treatment, Main gate access, temporary research/storage space and mess facility for students.

INDIAN INSTITUTE OF TECHNOLOGY MANDI

RECEIPT OF PROPOSALS

Provisionally prequalified Architects/ Design Consultants shall submit their proposals in two stages. The stage-I technical proposal shall contain in a sealed cover the following:

- (i) The conceptual master plan in A₀ size drawings and 3-D views and
- (ii) progress/ completion certificates for the projects carrying/carried out as claimed in EOI document submitted.
- (iii) In case the document is downloaded from the website iitmandi.ac.in, the stage-I proposal may accompany the required demand draft of Rs. 520/- (Cost of application Rs. 500/- + VAT @ 4%) (Non-Refundable), drawn in favour of **Registrar, IIT Mandi** and payable at Mandi,

The Architects/ Design Consultants short listed on the basis of stage –I proposal, will submit stage-II proposal in 2 sealed covers as given below:

1. Cover- 1 Technical Proposal stage-II - will contain (i) detailed master plan, (ii) schematic design proposal of individual functional zones of the master plan, (iii) schematic architectural design of significant buildings and open spaces (iv) external services and schematic landscape proposal, (v) Management plan for campus development including phasing, (vi) Plan for conformity to environment and green building guidelines (vii) detailed area programmes of buildings and facilities in the first phase (viii) 3-D model and final report, which shall also include write up about the project and Preliminary cost and shall be marked as “COVER -1- TECHNICAL PROPOSAL PHASE-II”. Preliminary cost estimate of the proposed buildings should also include services like Water Supply and Sanitary arrangements, Electrical works, Lift, Lightning protection System, Aviation warning System, Fire Detection and Fire Fighting works, telephone and data cables, TV Cables, external services, roads and paths, underground electric power cabling and 2 MW Small Hydro Plant etc.

This cover will also contain the required EMD.

2. Cover- 2- Financial Proposal - Marked as “COVER 2- FINANCIAL PROPOSAL” – will contain the charges payable by IIT Mandi towards consultancy services.

- i. Fees for preparation of Master Plan and land scaping – Charges in Lump sum
- ii. Fees for architectural and engineering design of Buildings including preparation of detailed working drawings for a built-up area of 80,000 m² in the specified site. Increase/ decrease in area will be adjusted by modifying the lump sum value on pro-rata basis.

3. Both cover 1 and cover 2 shall be put in a third cover and marked with the name of work, date and time of opening, name of the architectural consultant and shall be addressed to the Registrar, IIT Mandi.

NOTE: All the documents (hard and soft copies) including drawings, estimates, models etc. provided by the Architect/ Design Consultant shall be the properties of IIT Mandi.

There will be a pre-bid meeting at IIT Mandi, Mandi (H.P.) on 31-1-2011 at 10:00 AM and site visit. Details/Clarifications etc if any desired by the consultants shall be furnished in the meeting. Clarifications on the documents, requirements etc may also be sought before the pre-bid meeting in writing from the Registrar, IIT Mandi, Mandi-175 001.

INDIAN INSTITUTE OF TECHNOLOGY MANDI
APPOINTMENT OF ARCHITECTURAL/DESIGN CONSULTANTS

1. Proposals will be received by the Registrar, Indian Institute of Technology Mandi, Mandi-175 001, up to 3.00 pm on the stipulated date.
2. The proposal should be in the prescribed format, the details of which can be obtained from the office of the Registrar, Indian Institute of Technology Mandi, Mandi-175 001 on payment of Rs. 520/- in the form of cash (to be paid in the cash section before 3.00PM) or Demand Draft drawn in favour of Registrar I/C IIT Mandi, Mandi on all working days of the Institute. In case the document is downloaded from the website iitmandi.ac.in, the stage-I proposal may accompany the required demand draft as described.
3. The Technical proposals will be opened by the Registrar, Indian Institute of Technology Mandi, at Mandi on the last day of receipt at 03:10PM. The financial proposal will be opened by the Registrar, Indian Institute of Technology Mandi, at Mandi on 21-4-11 after completion of technical presentation and assessment of Stage-II Technical Proposal. The consultants or their authorized persons may be present at the time of opening the proposals. The officer who is opening the proposals shall prepare a statement of the attested and unattested corrections therein and hand over a copy of the statement to the consultants concerned and will initial all such corrections.
4. Proposals must be submitted in sealed covers and should be addressed to the Registrar, Indian Institute of Technology Mandi, Mandi-175 001. The name of the consultant and the name of the work must be noted on the Cover. The Cover containing the **Stage-I Technical Proposal** should be marked as “**COVER - TECHNICAL PROPOSAL STAGE-I**”. The cover containing Stage-II proposal should be marked “**COVER - TECHNICAL PROPOSAL STAGE-II**” and the name of work and Date of opening shall be written on the cover. It should contain two covers – the cover containing the **Stage-II Technical Proposal** should be marked as “**COVER-1 - TECHNICAL PROPOSAL STAGE-II**” and the cover containing the **Financial Proposal** should be marked as “**COVER-2 FINANCIAL PROPOSAL**”.
5. If the proposal is made by the Architect/Design Consultant as an individual, he/she shall sign it with his/her full name and his/her address shall be given. If it is made by a firm it shall be signed by a member of the firm (under the seal of the firm), who shall also enter his/her name and address. Name and address of other members of the firm shall also be indicated. If the same is made by a corporation, it shall be signed by a

duly authorized officer who shall produce with the proposal, satisfactory evidence of his/her authorization.

6. The firm whose proposal is accepted shall sign a written agreement with the IIT Mandi, Mandi.
7. The planning work shall not be sublet without written permission of the Registrar nor shall transfer be made to power of Attorney authorizing others to receive payment.
8. If any further information is required, the Registrar of the Institute will furnish such information but it must be clearly understood that proposal must be received in order and according to instructions.
9. IIT Mandi authority reserves the right to reject any proposal or all the proposals without assigning any reason thereof.
10. The Architect/Design Consultant whose proposal is accepted, shall comply with the provisions of all Acts, Statutes, Rules, Regulations etc. of the Central and State Government/Local body, as the case may be and as may be applicable in this case and if necessary get himself/ herself duly registered as required by the said Acts, Statutes, Rules, Regulations etc.
11. All taxes, duties which are to be deducted by the Institute as per Law, Rules and regulations that are in force on the day of submission of proposal shall be deducted from the bills payable.

PROPOSAL STAGE-I COVER LETTER

Date :

To
The Registrar
Indian Institute of Technology Mandi
PWD Rest House
Near Bus Stand
Mandi-175 001

Sub: - Technical proposal - Stage - I

Dear Sir,

I/We, the undersigned, submit the technical proposal Stage-I containing (i) the conceptual master plan in A₀ size drawings and 3-D views and (ii) progress/completion certificates for the projects carrying/carried out as claimed in EOI document submitted. The master plan may be the basis for the development of the complete master plan of the proposed IIT Mandi Campus.

Since the document has been downloaded from the website iitmandi.ac.in, demand draft of Rs. 520/- (Cost of application Rs. 500/- + VAT @ 4%) (Non-Refundable), drawn in favour of **Registrar, IIT Mandi** and payable at Mandi is enclosed [if applicable].

I/We hereby declare that all the information and statements made in this Proposal are true and original and accept that any misinterpretation contained in it may lead to our disqualification.

I/We fully understand that all the documents (hard and soft copies) including drawings, estimates, models etc. provided by us shall be the properties of IIT Mandi.

I/We agree to abide by and follow all the guidelines communicated including negotiations, if any, in the matter. We declare that we undertake to negotiate if needed.

I/We understand that you are not bound to accept any Proposal you receive.

Yours faithfully
(Authorized Signature
With name and title of
Signatory, Date and seal of the firm)

PROPOSAL STAGE-II COVER LETTER

Date:

**To
The Registrar
Indian Institute of Technology Mandi
PWD Rest House
Near Bus Stand
Mandi-175 001**

Sub:- Technical and Financial Proposal - Stage – II

Dear Sir,

I/We, the undersigned, submit the technical proposal Stage-II containing (i) detailed master plan, (ii) schematic design proposal of individual functional zones of the master plan, (iii) schematic architectural design of significant buildings and open spaces (iv) external services and schematic landscape proposal, (v) Management plan for campus development including phasing, (vi) Plan for conformity to environment and green building guidelines (vii) detailed area programmes of buildings and facilities in the first phase (viii) 3-D model and final report.

I/We have enclosed EMD of Rs. 10 lakhs in the form of bank FD/ bank guarantee/ (Other, please specify)

I/We hereby declare that all the information and statements made in this Proposal are true and original and accept that any misinterpretation contained in it may lead to our disqualification.

I/We fully understand that all the documents (hard and soft copies) including drawings, estimates, models etc. provided by us shall be the properties of IIT Mandi.

I/We fully understand that the written agreement to be entered into between me/us and IIT Mandi shall be the foundation of the rights of both the parties and the agreement for the consultancy services shall not be deemed to be complete until the agreement has first been signed by me/ us and then by the proper officer authorized to enter in to contracts on behalf of IIT Mandi.

I/We agree to abide by and follow all the guidelines communicated including negotiations, if any, in the matter. We declare that we undertake to negotiate, if needed.

I/We understand that you are not bound to accept any Proposal you receive.

Yours faithfully
(Authorized Signature
With name and title of
Signatory, Date and seal of the firm)

INDIAN INSTITUTE OF TECHNOLOGY MANDI
BROAD SCOPE OF WORK OF ARCHITECTURAL CONSULTANT

The Architect/design consultant shall provide services in respect of the following;

- i) Site survey, evaluation and analysis including soil investigation for implementation purposes.
- ii) Site evaluation and analysis.
- iii) Environmental Impact Assessment and impact of existing and/or proposed development on its immediate environs.
- iv) Compilation of design requirements including soil investigation and all required data for design purposes.
- v) Complete master plan, including landscaping
- vi) Complete architectural design, Structural design (including earthquake resistant design) and design of engineering works/services.
- vii) Preparation of detailed architectural, engineering designs & drawings, detailed cost estimates as per site conditions, Bill of Quantities (BOQs) and working drawings, “Good for construction” Drawings and get the same proof-checked from a reputed institution to be decided in consultation with IIT, Mandi.
- viii) Design of Electronic communication systems, elevators and escalators, as necessary, fire-detection and protection security systems.
- ix) Sanitary, plumbing, drainage, water supply and sewerage design, water treatment, sewage treatment plant design, Rainwater Harvesting and Waste Water Recycling etc. as required.
- x) Internal Electrification Work.
- xi) All statutory approvals for construction/ occupation/operationalisation of building/services and its use, as required from concerned authorities of the Local, State or Central Government. Any fees/charges to be paid in time to the statutory authorities in this connection shall be reimbursed by IIT, Mandi on submission of receipts of respective authority or may be paid directly by IIT, Mandi to the concerned authority based on advice note of the Architect/design consultant.
- xii) Preparation of complete tender documents for the various works under the project incorporating all statutory/mandatory provisions in respect of labour laws, taxes/levies etc. as per relevant rules, and obtain approval from IIT, Mandi for the same.

DETAILED SCOPE OF WORK REGARDING THE MASTER PLAN

STAGE – I: PRE-DESIGN STAGE

- i) Collection of site information prepared by IIT, Mandi from Registrar, IIT, Mandi, and ascertaining the site conditions by visiting the sites wherein the works are to be implemented.
- ii) Carrying out the following activities wherever required and submit to Registrar, IIT, Mandi for approval of Authorities as required for implementing the project.
 - a) Check the report of topographical survey/contouring, data and cross check from Municipal Authorities/Revenue Authorities and also by conducting all necessary detailed survey, soil investigation, field investigations etc. and prepare the necessary

data basic including levels/level charts, drawings and documents pertaining to the topographical report.

- b) Check the report on Geo-technical & Hydro-geological investigations, if available, and/or conduct necessary Survey & Investigation as may be required for the project.
- c) Conduct all field tests/surveys as may be required for planning design and implementation of works at site.
- d) Prepare report on Site evaluation, state of existing buildings and structures if any, and analyze.
- e) Undertake environmental impact assessment and propose steps to mitigate the adverse impact, if any, and obtain necessary approvals.
- f) Ascertain project requirements, examine the same w.r.t site constraints, potential legislations, code and standards as may affect the project.
- g) Prepare list of statutory approvals required and obtain the same
- h) On completion of the above, prepare and submit adequate number of copies of consolidated report, along with its recommendations for further implementation of the works and
- i) Prepare project activity based time schedule for carrying out works under various upcoming stages.

STAGE –II: DESIGN STAGE

- i) The Architect/design consultant is to prepare master plan/lay out plan of the entire complex as per **Annexure-2** for demarcation and execution of the project with complete details, considering the tentative requirements given in **Annexure-1** and other requirements given by IIT Mandi. During preparation of designs, if any new component is required to be added in addition as per requirement of Local authorities, Municipal Corporation/HP Govt. Central Govt. the same may be incorporated in the designs.
- ii) The Architect/design consultant shall have to prepare estimates and specifications of all services, general engineering works and landscaping (as per **Annexure-2**) specify environment friendly options with proven technology proposed to be incorporated for the works to be carried out at site.
 - 1) The Architect/design consultant shall finalise the cost estimates based on schedule of Rate and Specifications of CPWD, wherever applicable and for non-schedule items of works on the basis of market rate analysis. The cost estimates shall be comprehensive and shall include for all items of works of anticipated expenditure and the same is to be submitted to Registrar, IIT Mandi for obtaining approval of IIT, Mandi.
 - 2) All designs proposed for the project shall comply with GRIHA-4 specifications.
 - 3) Annual energy consumption estimate needs to be accompanied with all building designs

STAGE–III: APPROVAL STAGE

- i) Approval of the detailed layout plans, Architectural and engineering designs of all components along with allied services, estimated cost for execution is required to be approved by IIT, Mandi. The Architect/design consultant shall obtain the requisite approval if required from Govt. of HP, before implementation of works at site.

- ii) Submit adequate number of copies of drawings, etc. after obtaining the approval of IIT Mandi to local authorities statutory bodies as necessary, according to the local acts, laws, regulations etc and make any revisions/changes thereof without any extra cost as may be desired by such authorities and resubmit revised documents till their approval is obtained. Such approvals shall include approval from any statutory body constituted by Local, State or Central Government for implementation of works.
- iii) This stage shall be said to be completed, once the approvals as at para (i) and (ii) above are obtained.

STAGE-IV: WORKING DRAWING TENDER STAGE

- i) The Architect/design consultant is required to provide adequate number of working drawings for all components of the layout plan/schemes including all buildings and infrastructure facilities and also complete designs site development works, as may be required for all buildings, internal & external services and infrastructure facilities such as water supply, sewerage, storm water drainage, road, electrification, electronic & communications system HVAC systems, environment system, fire & security systems, etc.
- ii) The Architect/design consultant shall prepare detailed layout and working drawings for landscaping works of each and every unit & services, plans, elevations, sections and technical parameters covering the following, sufficient for calling Tenders from contractors and commencement of work at the site and for proper execution during construction. These shall include:
 - a) Bill of Quantities and Specification of works based on above working drawings for all components preparation of.
 - b) Detailed specifications of all structures, services and finishes.

STAGE – V: TENDER DOCUMENTS STAGE

Prepare, submit and obtain approval of IIT, Mandi the complete tender documents including tender drawings, Specifications, Special conditions of Contract, Bill of Quantities, detailed cost estimate etc. covering aspects like mode of measurement, method of payment, quality control procedures on materials & works and other conditions of contract according to the designs approved by the IIT Mandi /Local Authority.

STAGE – VI: TENDERING AND AWARD OF WORK STAGE

The Architect/design consultant shall prepare the final tender conditions/documents and assist IIT Mandi on floating, analyzing/evaluating tenders.

STAGE – VII: CONSTRUCTION STAGE

- i) On award of work to the construction agency/contractor provide eight sets of drawings to Project Coordinator, IIT Mandi for commencement of construction at site.
- ii) The Architect/design consultant shall visit the site periodically to coordinate with the PMC on design and project execution and report to IIT Mandi that all the works are being executed as per the approved schemes, drawings and specifications.
- iii) Submit eight copies of the working drawings for each stage of construction, sufficiently in advance to Project Coordinator, IIT Mandi.
- iv) Approve samples of various elements, materials and components and check and approve shop drawings submitted by the contractor/vendors, as and when required by IIT Mandi.
- v) The Architect/design consultant shall be held responsible for any delay in construction schedule because of non-submission of construction drawings and all other documents/details and approvals required from the Consultants for execution of works.
- vi) The Architect/design consultant shall certify adherence to specifications by the Contractors to the effect that all the works are being executed as per the approved schemes, designs, drawings and specifications after ensuring the same from the site

STAGE – VIII: COMPLETION STAGE

- i) The Architect/design consultant shall keep the records of any changes made in the works during the progress of works and submit adequate number of completion reports and completion drawings for the project, incorporating all such changes, duly authenticated as required for obtaining Completion/Occupancy Certificate” from statutory authorities, wherever required.
- ii) Submit “As Built Drawings” prepared by Architect/design consultant at an appropriate scale indicating the details of building, structure and services duly authenticating and supply 8 sets of as built/completion drawings to Project Coordinator, IIT, Mandi also hand over the originals of the completed drawings.
- iii) The Architect/design consultant shall submit two soft copies of the entire drawings/documents for the works executed to the Project Coordinator, IIT, Mandi

DETAILED SCOPE OF WORK REGARDING THE DESIGN OF INDIVIDUAL BUILDINGS

STAGE – I: PRE-DESIGN STAGE

- iii) Carrying out the following activities wherever required and submit to Registrar, IIT, Mandi for approval of Authorities as required for implementing the project.
- a) Conduct all field tests/survey as may be required for planning design and implementation of works at site.
- b) Ascertain project requirements, examine the same w.r.t site constraints, potential legislations, code and standards as may affect the project.
- c) Prepare list of statutory approvals required and obtain the same
- d) Project activity based time schedule for carrying out works under various upcoming stages.

STAGE –II: DESIGN STAGE

- i) Based on the findings, prepare detailed Architectural & engineering designs for the building(s) specified and obtain IIT, Mandi approval. During preparation of designs, if any new component is required to be added in addition as per requirement of Local authorities, Municipal Corporation/HP Govt. Central Govt. the same may be incorporated in the designs.
- ii) The Architect/design consultant shall have to prepare estimates and specifications of all structures, services and finishes & specify environment friendly options with proven technology proposed to be incorporated for the works to be carried out at site.
- 4) The Architect/design consultant shall finalize the cost estimates based on schedule of Rate and Specifications of CPWD, wherever applicable and for non-schedule items of works on the basis of market rate analysis. The cost estimates shall be comprehensive and shall include for all items of works of anticipated expenditure and the same is to be submitted to Registrar, IIT Mandi for obtaining approval of IIT, Mandi.
- 5) All designs proposed for the project shall comply with GRIHA-4 specifications.
- 6) Annual energy consumption estimate needs to be accompanied with all building designs

STAGE–III: APPROVAL STAGE

- i) Approval of the detailed layout plans, Architectural and engineering designs of all components along with allied services, estimated cost for execution is required to be approved by IIT, Mandi. The Architect/design consultant shall obtain the requisite approval if required from Govt. of HP, before implementation of works at site, if required.
- ii) Submit adequate number of copies of drawings, etc. after obtaining the approval of IIT Mandi to local authorities statutory bodies as necessary, according to the local acts, laws, regulations etc and make any revisions/changes thereof without any extra cost as may be desired by such authorities and resubmit revised documents till their

approval is obtained. Such approvals shall include approval from any statutory body constituted by Local, State or Central Government for implementation of works.

- iii) This stage shall be said to be completed, once the approvals as at para (i) and (ii) above are obtained.

STAGE-IV: WORKING DRAWING TENDER STAGE

- iii) The Architect/design consultant is required to provide adequate number of working drawings for all components of the layout plan/schemes including all buildings and infrastructure facilities and also complete designs including full size details along with calculations for all structural & engineering design services as may be required for all buildings, internal & external services and infrastructure facilities such as water supply, sewerage, storm water drainage, road, electrification electronic & communications system HVAC systems, environment system, fire & security systems etc
- iv) The Architect/design consultant/design consultant shall prepare layout of each and every unit & services, plans, elevations, sections and Technical Parameters covering the following, sufficient for calling Tenders from contractors and commencement of work at the site and for proper execution during construction. These shall include:
 - a) Based on above working drawings for all components preparation of Bill of Quantities and Specification of works.
 - b) Detailed specifications of all structures, services and finishes.

STAGE – V: TENDER DOCUMENTS STAGE

Prepare submit and obtain approval of IIT, Mandi the complete tender documents including tender drawings, Specifications, Special conditions of Contract, Bill of Quantities, detailed cost estimate etc. covering aspects like mode of measurement, method of payment, quality control procedures on materials & works and other conditions of contract according to the designs approved by the IIT Mandi /Local Authority.

STAGE – VI: TENDERING AND AWARD OF WORK STAGE

The Architect/design consultant shall prepare the final tender conditions/documents and assist the PMC & IIT Mandi on floating, analyzing/evaluating tenders.

STAGE – VII: CONSTRUCTION STAGE

- i) On award of work to the construction agency/contractor provide eight sets of drawings to Project Coordinator, IIT Mandi for commencement of construction at site.

- ii) The Architect/design consultant shall visit the site periodically and report on the project execution that all the works are being executed as per the approved schemes, drawings and specifications.
- iii) Submit eight copies of the working drawings for each stage of construction, sufficiently in advance to Project Coordinator, IIT Mandi.
- iv) Approve samples of various elements, materials and components and check and approve shop drawings submitted by the contractor/vendors, as and when required by IIT Mandi.
- v) The Architect/design consultant shall be held responsible for any delay in construction schedule because of non-submission of construction drawings and all other documents/details and approvals required from the Consultants for execution of works.
- vi) The Architect/design consultant shall certify adherence to specifications by the Contractors to the effect that all the works are being executed as per the approved schemes, designs, drawings and specifications after ensuring the same from the site, as and when required by IIT Mandi.

STAGE – VIII: COMPLETION STAGE

- iv) The Architect/design consultant shall keep the records of any changes made in the works during the progress of works and submit adequate number of completion reports and completion drawings for the project, incorporating all such changes, duly authenticated as required for obtaining Completion/Occupancy Certificate” from statutory authorities, wherever required.
- v) Submit “As Built Drawings” prepared by Architect/design consultant at an appropriate scale indicating the details of building, structure and services duly authenticating and supply 8 sets of as built/completion drawings to Project Coordinator, IIT, Mandi also hand over the originals of the completed drawings.
- vi) The Architect/design consultant shall submit two soft copies of the entire drawings/documents for the works executed to the Project Coordinator, IIT, Mandi

GENERAL TERMS & CONDITIONS OF OFFER:

For each of the services in the scope of work, the Architect/design consultant shall be paid stage wise as follows.

Upon completion of each stage as agreed upon 5% of the fee payable will be withheld against Security Deposit from fee payable at each stage, which will be released on satisfactory completion of all obligations of the Architect/design consultant as per the Scope of Work & other terms of Agreement with the Architect/design consultant provided that where the work done at a particular stage is delayed for no fault of the

Architect/design consultant affecting the completion of the work at that stage. IIT, Mandi may consider making past payment of fee at an intermediate stage consistent with the work done.

Payments made to the Architect/design consultant are on account payment and shall be adjusted against the final amounts payable.

PAYMENT FOR DIFFERENT STAGES OF WORK

(A) Master Plan and Landscaping Architecture

Stage-I	Pre-Design Stage	10% of total fees payable for this purpose less payment of honorarium made in Stage-I and Stage-II of Pre-Bid stages
Stage-II & III	Design and Approval Stage	30% of total fees payable for this purpose less payment already made
Stage-IV	Working Drawing stage	55% of total fees payable for this purpose less fees already paid
Stage-V & VI	Tender Document & Award of Work Stage	65% of total fees payable for this purpose less fees already paid
Stage-VII	construction Stage	Balance 35% fees payable for this purpose to be paid in installments linked with stages of executions
Stage -VIII	Completion Stage	Refund of Security deposit-upon satisfactory completion of all obligations of the Architect/design consultant as per the Scope of Work & other terms of Agreement with the Architect/design consultant

TIME FRAME:

- 1) Completion of Stage-I : 2 Weeks
- 2) Completion of Stage –II & III : 6 Weeks after stage- I
- 3) Completion of Stage -IV : 6 Weeks after stages II & III
- 4) Completion of Stage –V & VI : 3 Weeks after stage - IV
- 5) Completion of Stage-VII : As per Scope of Phase-A

(B) Architectural Design of Individual Building etc.

The payment will be according to the following table for each building on the basis of proposed built-up area.

Stage-I	Pre-Design Stage	10% of total fees payable for this purpose in Stage-I and Stage-II of Pre-Bid stages
Stage-II & III	Design and Approval Stage	30% of total fees payable for this purpose less payment already made
Stage-IV	Working Drawing stage	55% of total fees payable for this purpose less fees already paid
Stage-V&VI	Tender Document & Award of Work Stage	65% of total fees payable for this purpose less fees already paid
Stage-VII	construction Stage	Balance 35% fees payable for this purpose to be paid in installments linked with stages of executions
Stage -VIII	Completion Stage	Refund of Security deposit-upon satisfactory completion of all obligations of the Architect/design consultant as per the Scope of Work & other terms of Agreement with the Architect/design consultant

TIME FRAME:

- 1) Completion of Stage-I : 2 Weeks
- 2) Completion of Stage –II & III : 6 Weeks after stage- I
- 3) Completion of Stage -IV : 6 Weeks after stages II & III
- 4) Completion of Stage –V & VI : 3 Weeks after stage - IV
- 5) Completion of Stage-VII : As per Scope of Phase-B

Note 1) 5% of fee payable shall be deducted from amount payable at every stage from 1 to 6, and it will be treated as security deposit, along with the EMD received; 2) No payment will be made for blocks/buildings repeated by IIT Mandi with the same design.

All the payment due to the Architect/design consultant shall be made online / by cheque / DD

In case only a part of the project is continued beyond any stage, the deductions for payments made against earlier stages shall only be in respect of proportionate cost of the said part of the project.

IIT, Mandi, is acting as an implementing agency/agent on behalf of Central Govt. Hence any payment towards any claim of the Architect/design consultant if not considered/paid by the above authorities shall not be paid to the Architect/design consultant/design consultant.

Tax and other dues: The rate quotes by the Architect/design consultant shall be deemed to inclusive of Sales Tax, Turnover tax, Work Contract Tax or any other similar tax applicable under the existing laws or levy by the statutory authorities/State/Central Govt. except Service Tax.

The statutory deduction of Income Tax or other taxes/dues if applicable shall be made from the payment released to the Architect/design consultant from time to time and the same are deemed to be included in the Architect/design consultant fees.

IIT Mandi, RESPONSIBILITIES.

The following shall be the responsibilities of IIT, Mandi.

- 1) Providing detailed requirements of the project.
- 2) Releasing payment of fees of the Architect/design consultant within one month of submission of bills.
- 3) Taking note of the observations intimated by the Architect/design consultant on his inspections and visits and ensure correction of deficiencies in the work pointed out by him through PMC.

PROJECT COORDINATION COMMITTEE

A Project Coordination Committee may be formed which may comprise of representatives of IIT Mandi, Project Coordinator, Project Management Consultants and Architect/design consultant for monitoring and firming up recommendations regarding the execution of works.

The Project Coordination Committee shall discuss the drawings and documents submitted by the Architect/design consultant and firm up recommendations for obtaining approval of Competent Authority of IIT Mandi promptly to avoid unreasonable delay in the progress of the Architect/ design consultants' work

EXECUTION OF THE ASSIGNMENT

Architect/design consultant may appoint sub-consultant, if any, in respect of the work entrusted to the Architect/design consultant(at his cost) with prior approval of IIT Mandi. The Architect/design consultant however shall be responsible for the direction and integration of the Sub-consultant's work. Architect/design consultant shall be solely responsible for the competency and the detailed design and supervision of the work entrusted to them.

The Architect/design consultant shall advise IIT, Mandi regarding the work under execution during visits to the site and submit reports on their observations. The responsibility for implementation of this advice shall be of IIT, Mandi and Project Management Consultant.

Any deviations from the approved drawings or specifications that may be observed by the Architect/design consultant shall be given in writing by them to IIT Mandi and Project Management Consultants who shall issue necessary instructions to the executing agencies.

The Architect/design consultant shall exercise all reasonable skill, care and due diligence in the discharge of his duties and shall exercise such general superintendence and inspection in regard to such works as may be necessary to ensure that works are being executed in accordance with contract documents and shall endeavor to guard against the defect and deficiencies in the work of the contractor.

The Architect/design consultant shall make necessary revisions as may be required by IIT, Mandi in the drawings and other documents submitted by him. The Architect/design consultant undertakes to design, redesign modify and make changes in the designs, drawings details etc. till they are finally approved by the client and as required for execution, defect liability period and handing over of the project to IIT Mandi as stipulated in the scope of work within the quoted/negotiated Fees of the Architect/design consultant.

No change shall be made in the approved drawings and specifications at site without the consent of the IIT, Mandi.

The drawings, specifications and documents as instruments of service for which IIT, Mandi has paid the fee to the Architect/design consultant, are the property of IIT, Mandi whether the project for which they are made, is executed or not and Architect/design consultant has to forego his rights on the same.

The executive control of the work, shall be with Project Coordinator designated by IIT, Mandi for these works subject to the overall control of the Director, IIT Mandi/Central Govt.

Architect/design consultant should open its office in IIT, Mandi at his own cost and also post at least one Architect/design consultant / graduate engineer for the office as grouped above at his own cost. Non deployment of one graduate Architect/design consultant and one graduate engineer will be viewed seriously and Rs.25,000/- per month for the period of non deployment of Architect/design consultant and engineer shall be deducted from the fees payable to the Architect/design consultant/design consultant.

Withdrawal of undesirable persons : IIT, Mandi may issue instructions requesting for withdrawal of any person employed by the Architect/design consultant for the works without assigning any reason. The decision of IIT, Mandi in this regard shall be final and binding.

Site meetings: Progress and evaluation meetings will be held at the project site offices or at any other place as may be decided by Project Coordinator / IIT Mandi as and when necessary. The Architect/design consultant/design consultant's senior representative, in charge of the project along with the site Architect/design consultants and engineers, as required, shall participate in these meetings.

COMPENSATION FOR DELAY

In case the Architect/design consultant fails to complete the work within the period given for each stage or extended period owing to reasons attributable to Architect/design consultant/design consultant, compensation @ 1% per week of the total fees subject to a maximum of 10% of total fees payable shall be levied on the Architect/design consultant/design consultant. IIT, Mandi shall be entitled to deduct such damages from the dues that may be payable to the Architect/design consultant/design consultant.

Withholding and Lien of Payment : Whether any claim or claims for payment of money arises out of or under the contract against the Architect/design consultant/design consultant, the IIT, Mandi shall be entitled to withhold and also to have a lien to retain in whole or in part, the security deposit, Performance Guarantee and or to withhold and have a lien to retain in part or full the payments due to the Architect/design consultant/design consultant, or any claims of the Architect/design consultant/design consultants so as to cover the claims amount till the claim arising out of or under the contract is determined by the Competent Court.

Recovery/Penalties can be done/recovered from the Architect/design consultant fee/EMD/Bank Guarantee of the other works that the Architect/design consultant is doing or would be doing for IIT Mandi at that time.

ABANDONMENT OF WORK BY ARCHITECT/DESIGN CONSULTANT/DESIGN CONSULTANT

If the Architect/design consultant abandons the work for or any reasons whatsoever or becomes liquidated or incapacitated from acting or ceases to act as Architect/design consultant as aforesaid, IIT, Mandi may make full use of all or any of the drawings prepared by the Architect/design consultant/design consultant. The Architect/design consultant shall be credited with all fees logically and reasonably payable up to the date of abandonment but he shall be liable to pay damages to be equitably assessed by IIT, Mandi subject to a maximum of 10% of the total fees which would have been paid but for abandonment. The difference shall be paid to or by the Architect/design consultant as the case may be provided, however, that in the event of termination of the agreement after proper notices as provided in the relevant clauses hereinafter the Architect/design consultant shall be liable only to refund any excess payment made to him over and above what is due to him in accordance with the terms of the agreement for the services performed by him till the date of termination of the agreement. Provided further that the Architect/design consultant shall be entitled to receive payment due to him for services rendered in accordance with the terms of agreement till the date of termination of agreement.

FORCE MAJEURE

For the purpose of the agreement, "Force Majeure" means an event which is beyond the reasonable control of the parties and which makes a Party's performance of its obligations under the contract impossible or so impractical as to be considered impossible under the circumstances.

The failure of any of the parties to fulfill any of its obligations of the contract shall not be considered to be a breach of or default under the contract in so far as such inability arises from an event of Force Majeure, provided that party affected by such an event:-

- (a) Has taken all reasonable precautions, due care and all reasonable alternative measures in order to carry out the terms and conditions of the contract, and
- (b) Has informed the other party as soon as possible about the occurrence of such an event.

ABANDONMENT BY IIT MANDI

IIT, Mandi shall have the liberty to postpone or not to execute any work and the Architect/design consultant shall not be entitled to any compensation whatsoever for non-execution of the work except for the fees which are payable to the Architect/design consultant for services rendered. If the work is abandoned at any intermediate stage, payment of fee shall be made on quantum merit basis.

TERMINATION

The contract may be terminated at any time by IIT, Mandi upon giving 15 days notice to the Architect/design consultant/design consultant. Architect/design consultant shall be liable to refund the excess payment if any made to him over and above what is due to him on the date of termination and IIT, Mandi will be entitled to make full use of all or any of the drawings and documents under the agreement.

DETERMINATION OR RECESSION OF CONTRACT

IIT, Mandi without any prejudice to its right against the Architect/design consultant/design consultant, in respect of any delay by notice in writing and absolutely determine the contract, in any of the following cases:-

If the Architect/design consultant being a company shall pass a resolution or the court shall make an order that the company shall be wound up and/or a receiver or a liquidator on behalf of the creditors shall be appointed, or if circumstances shall arise which entitles the court creditor to appoint a Receiver or a Liquidator or which entitles the court to pass a winding up order.

If the Architect/design consultant breach any of the terms and conditions of agreement when the Architect/design consultant has made himself liable for action under any of the aforesaid the IIT, Mandi shall have powers.

- a) To determine or rescind the agreement.

- b) To engage another consultant agency to carry out the balance work debiting main agency i.e. the Architect/design consultant the excess amount, if any, so spent subject to a maximum of ten per cent of the total fees which could have been paid.

The Architect/design consultant hereby agrees that the fees to be paid as provided in the agreement will be in full discharge of functions to be performed by him and no claim whatsoever shall be made against the IIT, Mandi in respect of any proprietary rights or copy rights on his part or on the part of any other party relating to the plans, models etc.

The drawings, designs, plans, related details etc. prepared and acquired by the Architect/design consultant for the work entrusted to him under the agreement will become the property of the IIT, Mandi. The drawings, designs plans, related details of models cannot be issued to any other person, firm or authority or used by the Architect/design consultant for any other project without prior written permission of the IIT Mandi.

ARBITRATION

All differences and disputes arising between the IIT, Mandi and the Architect/design consultant on any matter connected with the agreement or in regard to the interpretation of the contents thereof, shall be referred to the Sole Arbitrator appointed by Director, IIT Mandi/Central Govt. in accordance with the Arbitration and Conciliation Act, 1996. Even if any dispute, difference or question arises out of or concerning the agreement and whether the same has been referred to Arbitration or not, the Architect/design consultant shall continue to perform his duties under the agreement with due diligence unless the Architect/design consultant is instructed in writing by IIT, Mandi not to continue with the work.

The place of Arbitration proceedings shall be IIT Delhi/Mandi and legal proceedings, if any, shall be under the jurisdiction of court of adjudication at Mandi.

INDEMINITY

The Architect/design consultant shall indemnify and keep indemnified IIT, Mandi against any claim regarding drawings, designs, plans related details and models prepared and acquired for the work entrusted to him under the agreement, by any other party and against all costs and expenses incurred by IIT Mandi in defending itself against such claims.

Notice to Architect/design consultant bidder and IIT Mandi Project Coordinator:

All correspondence/notices between IIT, Mandi and Architect/design consultant under the terms of the agreement shall be in writing and shall be treated as adequately served when delivered by hand/by post/by fax at the local/registered offices of the Architect/design consultant and the Project Coordinator, IIT Mandi.

CHECK LIST FOR SUBMISSION OF DOCUMENTS BEFORE EXECUTING AGREEMENT : To be specified later.

Annexure I

Details of the estimated land requirement for Main Campus of IIT Mandi at Kamand (The areas shown are tentative and have to be worked out by the consultant based on actual requirements projected by IIT Mandi.) Areas for individual activities may be suitably distributed across the campus

S.N.	Description	First Phase Floor Area (Sqm)	Floor Area Final (sqm)
ACADEMIC AREAS			
1	Administrative complex	2,000	8,000
2	Lecture hall + classroom	10,000	20,000
3	Laboratory Areas	4,800	16,000
4	Central Laboratory Facilities	1,800	6,000
5	Faculty offices & buildings (including utility space, and space for research scholars)	12,000	40,000
6	Computer center	6,000	6,000
7	Central Library	---	4,000
8	Conference facilities + 1000 seat Auditorium partitionable into two or four halls along with a restaurant/ cafeteria + Exhibition Hall	6,000	6,000
9	5 Research Center @ 3000 M ² each	3,000	15,000
10	Park for endangered species plants & animals		
11	Technology incubation center	---	10,000
12	Continuing education center	---	6,000
	Sub Total	39,600	1,37,000
	Total	45,600	

continued to the next page...

....Annexure-I

S.N.	Description	First Phase Floor Area (Sqm)	Floor Area Final (sqm)
RESIDENTIAL COMPLEX			
1	Faculty housing	40,000	1,60,000
2	Staff housing (Hostel + Qr)	14,000	43,000
SUPPORT FACILITIES			
3	Hostel for students	60,000	1,80,000
4	Guest house with VIP wing	4,000	10,000
5	Community center	1,000	2,000
6	Commercial shopping	900	3,000
7	Campus school (upto 10+2)	3,000	3,000
8	Recreation club (for faculty + staff)	1,000	2,000
9	Communication Center + Maintenance Center	50	1,000
10	Placement cell	---	1,000
11	Health Center	500	1,000
12	Students activity centre + Cafeteria	2,400	8,000
13	International activity Center	--	2,000
AMENITIES			
14	Sports stadium + game fields + swimming pool	500	16,000
15	Indoor sports + gymnasium	2,000	4,000
16	Water treatment +storage tanks	As required	As required
17	Sewage treatment Plants	As require d	As require d
18	Sub station	As require d	As require d
	SUB TOTAL	1,29,350	4,36,000
	GRAND TOTAL	1,74,950	5,73,000

**MASTER PLAN, BUILDING AND DEVELOPMENT CONTROLS AND
LANDSCAPING WORKS**

SCOPE OF SERVICES:

STAGE –II: DESIGN STAGE

Stage: 2.1:

- 1) Prepare final master plan
- 2) Prepare all drawing for circulations, parking, open spaces and external Architect/design consultantural farm.
- 3) Prepare drawing for Architect/design consultantural controls /guidelines, features and elements

Stage: 2.2:

- 4) Prepare drawing for schematic network of external services including water supply, sewerage, drainage, electricity, telecommunications etc.
- 5) Prepare schematic drawings for landscaping works for the campus as per the following:
 - a) Site planning
 - b) Landform & grading
 - c) Water Management & surface drainage
 - d) Irrigation design
 - e) Open space design – hard & soft areas
 - f) Planning design
 - g) Landscape structure and features
 - h) Garden furniture design
 - i) Illumination design
 - j) Graphic designs and signage