

Subject: Appointment of an Architect for preparation of master plan CSIR-CSIO

NOTICE INVITING E-TENDER FOR WORKS

Sealed item rate online tender (E-tender) are invited for the following work from reputed Architect working in CPWD, Railways, MES, State PWD/ Central Govt./ Semi Govt. organizations/ Public Sector undertaking/ Govt. Autonomous bodies and / or from those who have carried out similar works for CSIR satisfactorily 1/2/3 similar works of 80% /60%/40% respectively of the estimated value of the cost during last (7) years ending December 2020. The tenders is required to produce the proof of fulfilling these conditions number. Similar works means making master plan and taking approvals from statutory authorities

The tendere shall bid the tender through <https://etenders.gov.in/eprocure/app>.

The estimated cost of each work of the tender based on prevailing market rates & CPWD Manual

Tender Reference No.	Name of the work	Estimated cost	Earnest money deposits	Period of contract
NIT No. 4/2025	Appointment of Architect for Preparation and getting approval Of master plan of CSIR-CSIO as per scope of tendered document and allied activities Chandigarh	Rs. 4.77 Laks	Rs- 9540	6 months

Time Schedule for Tender:

Sl. No.	Particulars	Date	Time
1	Tender e-Publication date	29/9/2025	15.00 Hours
2	Document download/Sale start date	29/09/2025	15.00 Hours
3	Bid submission start date	29/09/2025	17.00 Hours
4	Bid submission end date	17/10/2025	17.00 Hours
5	Last date and time of submission of demand draft EMD at CSIR-CSIO Chandigarh	21/10/2025	17.00 hours
5	Bid opening date	23/10/2025	15.30 Hours

The details of the Notice inviting E-Tender and complete documents can be seen at the E-Tendering portal <https://etenders.gov.in/eprocure/app>. Tenders should be submitted on the specified form (Non-transferable) which is available at <https://etenders.gov.in/eprocure/app>.

Sr. Superintending Engineer (Civil)
Engineering Services Division

Central Scientific instruments Organisation
Sector 30 Chandigarh
CSIO/1388/2018-19/ESD

Appointment of an Architect for preparation of master plan CSIR-CSIO

CSIR-CSIO Sector 30 Chandigarh wishes to appoint an agency to take Architectural services to survey /topographical plan of CSIR-CSIO and to prepare master plan of CSIO Chandigarh submitting the same on hard copies as well as soft copies (approximately 10 copies in DCs) in Auto-CAD DWG format, as per the specific formats/ requirements of Local authorities and other Local Authorities/ Bodies. The work is located at CSIR-CSIO Sector 30.

Interested parties who have successfully carried out (started and completed) at least three similar works Similar works means making master plan and taking approvals from statutory authorities of equal magnitude during last 10 years for Govt./ Semi-Govt./ Public Undertakings/ Reputed Private Organizations or CSIR and its laboratories and have completed Three work of 40 percent value and two work of 60 percent value and one work of 80 percent value .The similar work means preparation and approval of master plan of an reputed Institute ,town etc The agency need apply along with the following information and supporting documents:

- i) Name & Style of the firm with their constitution/ proprietorship/ partnership details etc. and date of establishment/ registration.
- ii) Organizational structure, technical and other staff with their qualification.
- iii) List of work successfully completed in the last 10 years with testimonials and completion certificates from organization .
- iv) Details of work in hand with value and likely dates of completion.

The above eligibility document to be uploaded on portal for evaluation .

Tenders can be submitted containing technical and financial bids along with supporting documents may be online portal <https://etenders.gov.in/eprocure/app> reach by 17/10/2025 5.00 p.m. It may be noted that price bids will be opened only from the shortlisted firms who meet the above criteria at latter stage **The EMD to be deposited in form of DD in favour of Director CSIO chandigarh**

SrS E (Civil –Engg)
CSIR-CSIO
SECTOR 30 Chandigarh

Tender Document

Scope of Work

Central Scientific Instruments Organisation (CSIO), a constituent unit of Council of Scientific & Industrial Research (CSIR), is a premier national laboratory dedicated to research, design and development of scientific and industrial instruments. It is a multi-disciplinary and multi-dimensional apex industrial research & development organization in the country to stimulate growth of Instrument Industry in India covering wide range and applications.

CSIO is a multi-disciplinary organization having well equipped laboratories manned by highly qualified and well trained staff with infrastructural facilities in the areas of Agrionics; Medical Instrumentation and Prosthetic Devices; Optics and Cockpit based Instrumentation; Fiber/Laser Optics based Sensors & Instrumentation; Analytical Instrumentation; Advanced Materials based Transducers etc. Large number of instruments ranging from simple to highly sophisticated ones, have been designed and developed by the Institute and their know-how's have been passed on to the industry for commercial exploitation. Having contributed substantially towards the growth of the scientific instruments industry in the country, CSIO enjoys high degree of credibility among the users of the instruments as well as the instrument industry.

The Institute intends to engage an expert Architectural Agency for preparation of Master Plan for CSIO Campus which is spread over 120 acres at sector 30 Chandigarh . The interested architects may visit the site to get clear idea about the scope of the work.

Essential Eligibility Qualifications:

All the firms with the following criteria will be eligible for participating in the EOI.

- i. The firm having Associate/ Fellow Members of “The Indian Institute of Architects” and Registered Architect, “Council of Architecture”, Delhi , India **or reputed survey consultant**
- ii. Should have experience in the field for not less than 10 years, as January 2019
- iii The firm should have PAN and GST registration.

Scope of work:

CSIR-CSIO Chandigarh is more than 60 years old organization, built over the years depending on the requirements of space and other research infrastructure. The organization has spread over an area of 120 acres covering office, hostels, ISTC, support infrastructure hostels, staff quarters . The existing built up area and other facilities are given below.

Area of plot in CSIR-CSIO -120 Acre

Existing major buildings

SR No	Name of building	Area
1	Technical block	3600sqm
2	Library Block	3600 Sqm
6	3 D Lab	500 sqm
7	Round canteen	900 sqm
8	Administration	1400 sqm
9	ISTC hostel	5400 sqm
10	Cnof	1500 SQM
11	Isens	500 Sqm
12	ISTC ancillary building	1420 sqm
13	ISTC workshop	3000 sqm
14	Die and mould	2500 sqm
15	Substation mis buildings	302 sqm
16	School building	3200 sqm
17	Scientist appt	4500 sqm
18	New guest house	2800 sqm
19	Housing 300 quarters	300 numbers of various categories
20	Dispensary	500sqm
21	Staff Quarters	300 Numbers
22	Scientist apartment	32 numbers (old and New)

Need for master Plan and Aim

In view of future expansion of the infrastructure and growth of CSIO ,The planning is need . The master Plan aims to provide a road map from the existing physical portfolio of facilities to a consensus future vision of capacity building, research and educational environment that is fully aligned with the mission of the CSIR-CSIO.The survey plan of CSIO is already available at Se SE office It should provide a logical development approach which supports the service delivery requirements of the institute. It is an investment that coordinates and aligns many diverse considerations into a strategic long term vision for facilities but to be successful it needs to combine both capacity building and facility planning. The more effort that is put into a Master Plan, the more credible the results will be. Among many advantages, a well-executed Master Plan can be a significant factor in improving the outcomes of the institution.

This Master Plan prepared based upon survey plan is a perspective plan keeping in mind next 30-35 years. The Master plan will evolve in phases, based on prioritized areas. This Master Plan is an Initiative to install required infrastructures as per the future activity, requirement and availability of

human resources to conduct them. Thus the proposed tender is to Designing and submission of Master Plan for CSIR-CSIO with architectural concept designs for Laboratories ,office and residential areas, hostels; spatial planning for the infrastructure, services; land-scape and the plans for rejuvenating the existing infrastructure to align with the proposed Master Plan with environment friendly concepts and designs ultimately aiming at eco-habitat creation with least “Carbon Foot Print”.

Scope of master plan

The following activities under ‘scope of work’ of the consultant and its deliverables may be defined in the document for better understanding of the job:

The following activities shall be carried out by Consultant under this task:

- (i) To carryout topographical survey of the existing site, by using modern survey equipments and methods, such as DGPS and Total Station having facilities for automatic digital measurements, showing therein various details such as the coordinates, angles, length, diagonals, area, locations of all permanent/ temporary structures like H.T. lines, services, underground cables ,nallahs, drains, houses, sewer, tank, roads, paths, trees, bushes etc. above the ground level including demarcation of peripheral boundaries of the premises.
- (ii) To take observations of all the existing/ visible features such as the buildings, sheds, parking areas, roads, temporary structures/ sheds, ground coverage, open/ green areas, walls, trees and various public utility services like electric lines and telephone lines with existing poles, etc.
- (iii) To calculate the actual area of entire plot in campus.
- (iv) To take spots/ ground levels of open area at 10m interval including noting down the plinth levels of existing building blocks as well as the levels of all internal roads and adjoining main roads (outside the campus, if required) with reference to the projected height reference/ benchmark.
- (v) To prepare contour plans at 0.5m vertical interval with surveying plan having 3m x 3m grid with respect to G.T.S. bench mark including preparation of cross-sections and longitudinal sections, as per the direction of Engineer in-Charge.
- (vi) The survey plan(s)/ leveling plan(s) shall be got approved from the competent authority of CSIO/CSIR. Any clarifications/ changes, if required, shall be clarified/ provided by the consultant to the competent authority. The survey shall be conducted, as far as possible, in accordance to Khasra Plan. All the points shall be marked on prepared plan and Khasra No. shall be superimposed therein in different colours.
- (vii) Plan(s) shall be prepared on suitable scale as directed/ decided by the Engineer in-charge.
- (viii) In addition to above, any task required under the survey plan for the purpose of submission of Master Plan to Local Municipal Authority.
- (ix) Ecological mapping and site assessment
- (x) Landscape zoning and functional green space planning
- (xi) Native species selection and plantation strategy
- (xii) Sustainable water and irrigation systems
- (xiii) Green mobility and inclusive outdoor design

- (xiv) Compliance with environmental and institutional standards
- (xv) Collaborative design reviews and documentation support

Submission/Deliverables:

Scope of Services

The selected consultant will be responsible for the following:

a) Preparation of Technical Details of Master plan for Local body approvals (Chief architect office town planner ,Plan approval Committee PAC Chandigarh

Collect and compile all necessary data and details of existing and proposed buildings in the Revised Master Plan.

Identify and document buildings to be demolished, existing buildings, and new buildings proposed for future construction as per Revised Master plan.

Ensure all technical data is in compliance with the local bodies/authority like PAC Chandigarh regulations.

b) Preparation of Documents for Fire Department/Other Approvals:

- 1) Appointment of Consultant/Firm for preparation of Revised Master plan & obtaining necessary Approvals from Local bodies for CSIO.
- 2) Prepare all required documentation and architectural details for the approval of the Revised
- 3) Master Plan from plan approval committee
- 4) Prepare fire safety plans and submit them to the Fire Department for approval.
- 5) Prepare all necessary documents for obtaining approvals from other relevant departments (e.g., environmental, traffic, etc.) based on project requirements.

c) FAR Adjustment & Coordination:

Analyze the current FAR as per the existing Revised Master Plan and adjust it to accommodate the new building(s).

Submit the proposed FAR adjustments to PAC Chandigarh and ensure that they meet regulatory guidelines and are compliant with the Revised Master Plan.

d) Obtaining Approvals from Authorities:

Submit all necessary documents, drawings, and reports to the relevant authorities like MC/Town planer , PAC Fire Department, and any other authorities for approval.

☐ Coordinate with these departments to ensure that all required approvals are obtained within the stipulated time frame.

☐ Address any queries or requests for additional information from authorities during the approval process.

☐ Follow up consistently with the authorities to ensure timely approvals.

e) Submission of Final Documentation:

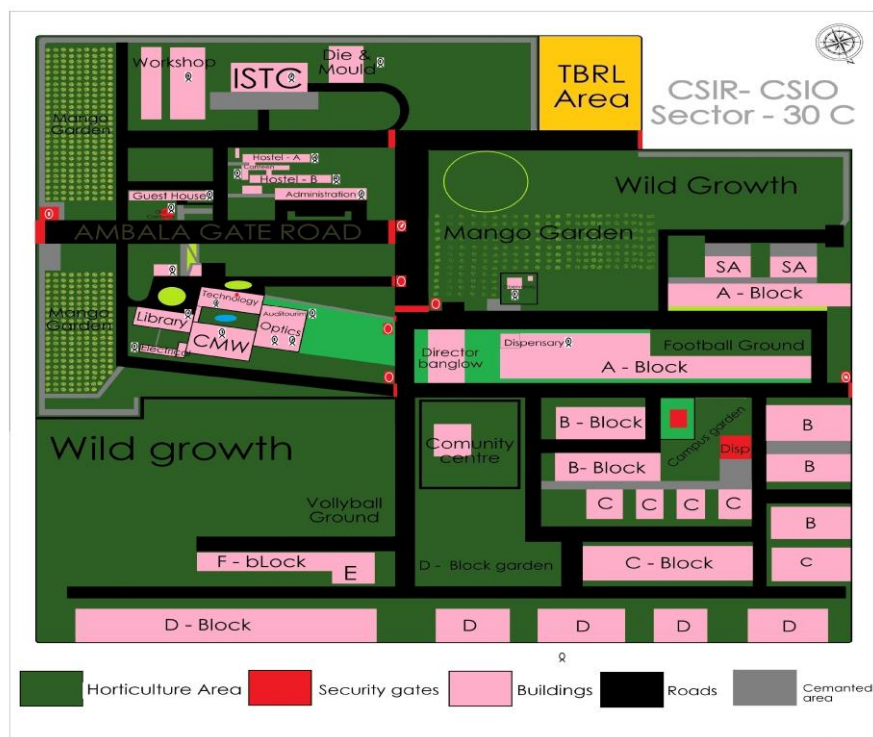
☐ Once all approvals are granted, provide final copies of all approvals along with the application form submitted online and all necessary details.

☐ Ensure all necessary documentation, including revised drawings, FAR adjustments, and other reports, are submitted.

Note:

- a. The necessary statutory fee/charges to be paid to statutory authority for Revised Master Plan approval shall be borne by CSIO
- b. The drawings and area details available with CSIO will be shared with the short-listed firm.
- c. The consultant may contact the Sr SE Civil or his authorized representative CSIO for any clarification required.

To prepare the survey drawings on suitable scale and supplying/ submitting the same on hard copies as well as soft copies (approximately 10 copies in DCs) in Auto-CAD DWG format, as per the specific formats/ requirements of Local Municipal Corporation and other Local Authorities/ Bodies.



Proposed building in CSIR-CSIO

1	New Research Block	4300 SQM
2	Hostel building	5500 sqm
3	OPTO MICRO research centre OMRC	1500 SQM
4	Academic block ISTC	5000 SQM
5	Innovation cum Incubation centre	4000 SQM
6	Biomedical Centre	800 SQM
7	Integrated Manufacturing Centre	1300 SQM
8	Auditorium /lecture complex	1200 SQM
9	Poly house	200 SQM
Colony		
1	ISTC boys hostel	5600 SQM
2	New hostel Research scholar	5500 sqm
3	Staff quarter Type 4	22

4	Staff quarters Type 5	18
5	Staff quarters Type 3	12
6	Sabbatical houses	4
7	Scientist apartment	10
8	Sports complex /swimming pool	2000sqm

These requirement may be modified and will be given by an committee at time of framing up plan

Selection Process:

The agencies/firms fulfilling the eligibility criteria as stipulated will submit the technical proposal based upon which the firms will be shortlisted for opening of financial bids. The lowest bidder will be appointed .

How to apply

The applicants who have essential qualification criteria, may submit their application in the manner prescribed below.

- a. The tender to be called online portal
- b. The application along with its enclosure shall be submitted in two cover system Technical Bid
Both
- c. Technical bid shall consists of all papers related to name and style of firm with constitution
Organisation structure
List of work successfully completed
Detail of work in hand with value likely date of completion
- d. The Price Bid cover shall contain the price quote as given in the prescribed form at Annexure.
The percentage basis quoting will not be accepted.
- e. After evaluation of technical bid of the applicants, a list of qualified Consultants will be prepared opening of financial bids will be done .

Evaluation of the Bids

The financial bids of only those Architects who qualify as per technical bid The cost bid will be opened after due intimation to the successful applicants of the technical evaluation for the date and time of opening.

Terms and Conditions

The selected consultant will be required to execute an agreement with CSIR-CSIO

ARTICLES OF AGREEMENT

Memorandum of Agreement, made thisday.....ofbetween the Council of Scientific & Industrial Research, New Delhi, a society registered under the societies Registration act, 1860. (hereinafter referred to as Employer) which expression shall, unless excluded by or repugnant to the context, be deemed to include his successors in office, representatives and assigns of the one part and M/s..... having its office at (hereinafter referred to as the Architect) which expression shall, unless excluded by or repugnant to the context, be deemed to include their successors in interest and permitted assigns of the other part.

Whereas the Employer is desirous of undertaking the construction of Lab for Installation of intelligent Sensor and System In CSIO building/ project in accordance with the general requirements as set out in the enclosed conditions, and whereas the consultant has agreed to perform the services as set out in the enclosed conditions and subject to the terms and conditions set forth in the said conditions.

Now, the present witnessed and it is hereby agreed by between the parties hereto as follows:

The employer appoints the Architect and the Architect accepts the appointment on the terms and conditions mentioned in the conditions of the Agreement annexed hereto. The conditions of agreement annexed hereto shall form part and parcel of this present.

In witness whereof, the Employer through his duly authorized representatives has set his hand and the consultant through their duly authorized representatives have affixed their common seal hereunto the day and year first above written.

For and on behalf of

M/s_____

For and on behalf of the
CSIR-CSIO

Common Seal of the Architect! Consultant*
Above named has been affixed by

(Managing Director/ Secretary/ Chairman/ Partner)

In the presence of

- 1.
- 2.

In the presence of

- 1.
- 2.

CONDITIONS OF AGREEMENT

1. Definitions

For the purpose of the agreement, the following words and expressions shall have the meaning hereby assigned to them except where the context otherwise requires:

- i. 'Approved' means approved by employer's representative in writing including subsequent confirmation of previous approval and 'Approval' means approval by Employer's representative in writing as above said.
 - ii. 'Employer' shall mean Director CSIO or any officer authorized by Director for the purpose.
 - iii. Engineer: shall mean the Engineer designated by the Employer to superintend and perform other duties as indicated in the Contract.
 - iv. Architect/ Consultant* means M/s_____ having a registered office at _____ or their permitted assigns or successors in office and authorized representative.
 - v. 'Tendered Cost' means the cost at which the work is awarded to Consultant/ Architect for execution.
 - vi. 'site' shall mean the site of the contract/ Architectural works including any building and erection thereon and any other land adjoining thereto (inclusive) as aforesaid allotted by the Employer or the Engineer for the contract's use.
2. 'Building' shall mean the proposed building of _____

3. Scope of work:

The employer would furnish the requirements and area schedule for various functions to the consultant, the consultant shall, there upon, render the following services:

I. Preliminary Stage

A. Preliminary Concept design:

The consultant shall

- a) Furnish a site evaluation and analysis report with basic approach to Circulation, activity, distribution and interaction and external linkage.
- b) Prepare site plan/survey (layout plan) showing contours, features and services and facilities available, general layout of buildings and services, preliminary sketch and design with drawing, giving details of useful areas, services areas, circulation area and total plinth area to provide information in respect of magnitude of work and its component and service and cost of all such items involved. The consultants should submit the design and modify it if considered necessary by the Employer.

Site inspections for finalization of above details shall be conducted by the Consultants at their own cost.

- d) Obtain the approval of the Employer to (c) above and supply 6 copies of approved site plan (Layout Plan).

B. Preliminary Planning:

- a) Preliminary surveying of all internal and external utility services like water supply, sewerage, storm water drainage, electrical, landscaping, development plans showing roads, paths, parks, paved areas, drains, culverts, compound walls, external lighting, interior design and graphic signage, security system, telecommunication system etc. indicating scope, specifications and costs separately of such sub-head. The scope of work shall be as defined above, however, the employer reserves the right to exclude any of the above services from the scope of the Consultants' work.
- b) Obtain approval of the employer to (a) above.
- c) Obtain the approval of the employer to (c) above.
- d) Submit the proposal to local body if needed complete as per requirement of local bodies including preparation of Model/Presentation of Model etc. if any.
- e) Obtain the approval of layout plan & drawing from the competent authority statutory body, if necessary, according to the local Acts, laws, Regulations etc. and make any changes desired by such authorities. The approved/ modified layout plan and drawings are to be submitted to the Employer.

II. Working Drawing Stage:

The preparation of detailed working drawings with details incorporating services and schedule of quantities.

This will include:

- a) Preparation of working and detailed architectural
- b) Obtaining approval of local authorities, if any, and make changes required by them.

III. Construction Stage:

- a) Supply to the employer Four copies of the detailed working drawings, specifications free of charge for use during execution of work.
- b) Supply to the Employer such further drawings, specifications or details which may be required for proper execution of work.
- c) Obtain Employer's approval for any material deviation in design, cost, working drawings, schedule and specifications from the approved scheme.
- d) Visit the site of work at least once a month to clarify any decision or interpretation of the drawings and specifications that may be necessary and attend conferences and meetings as and when required. After each site visit the Architect should confirm that the work is being executed as per drawings & specifications and deviations if any shall be brought to the notice of Employer.

IV. Completion Stage:

- a) Obtain completion and occupation certificates, wherever necessary from the local bodies after completion of work and inspection by Municipal/ Fire/ Electrical Inspectors and supply the same to the Employer. For this purpose any assistance required from the employer will be extended to the

consultant. Any fee payable to local bodies for issue of completion certificate, shall be borne by the employer. The Architect has to attend meeting with Chief Architect office with CSIO whenever required

- b) Prepare completion drawings, including 1:100 scale plans elevations and cross sections etc. indicating the details of the building and all internal and external services as completed and supply 4 sets of completion drawings to the Employer and also hand over the original of the completion drawings to the Employer. The changes, if any during the execution of work will be intimated by the employer to the consultants for preparation of above drawings.
- c) Assist the employer in Arbitration/ Litigation case that may arise out of the contract entered into, in respect of above work, regarding clarifications/ interpretations, supply of drawings, designs, specifications as and when required. The consultants role will be limited to these clarifications only and unless specifically required by Arbitrator/ Court, he shall not be required to participate in actual Arbitration/ Litigation.

4. Payment of Remuneration:

REMUNERATION

The fees for the Architectural consultancy for the above project will remain unchanged even if the total cost of the project increases subsequently. The fee includes the cost of providing local representative for day to day liaisoning during the designing and executing the project and travel expenses towards periodical supervision by the Architects, Engineers and other technical persons. All taxes are to be borne by the architect.

(a) The Consultancy Fee:

The Employer agrees to pay the consultants for the professional services to be rendered by them as herein above described at 3 (I, II, III, IV) the following fee.

A lumpsum fee of Rs.....(inclusive of all taxes) provided the planning & design work is done by the consultant. Subsequent escalation in tendered cost of work due to variations in the cost of labour, material, specifications etc. shall not be paid. For any portion of work deleted at any stage, the consultant shall be paid the fee only upto the stage of work done just before deletion. No additional fee is payable for deviations in the quantities of any item during actual execution. Fee shall be calculated on tendered cost. No extra/ substituted items, deviations (plus/ minus) shall be considered.

- (b) The above fee at 4(a) is inclusive of fee payable by the consultant to any other consultant/ Associate(s) and nothing extra shall be payable by the Employer for this purpose. No separate amount is payable for service tax and the same is deemed to be included in the above fee. The consultant shall be reimbursed any other future taxes imposed by the Govt. subject to submission of proof of payment of such taxes.

(c) Mode of Payment:

- | | |
|------------------------------------------------------------------------------------------------------------------------|-----|
| 1. Preparation of preliminary schemes | 10% |
| 2. Preparation of detailed survey/topographical drawings, preparation of master plan of CSIO elevations etc | 70% |
| 4. After submission for approval of survey plan/master plan to local authorities and final approval from authorities - | 20% |

(To prepare the survey drawings on suitable scale and supplying/ submitting the same on hard copies as well as soft copies (approximately 10 copies in DCs) in Auto-CAD DWG format, as per the specific formats/ requirements of Local Municipal Corporation and other Local

Authorities/ Bodies ,Carrying changes as required by them) The Architect has to attend meeting with Chief Architect office with CSIO whenever required

5. Additions and alterations:

- i) The Employer shall have the right to request in writing for additions alterations, modifications or deletions in the design and drawing of any part of the work and to request in writing for additional work in connection therewith and the consultants shall comply with such requests without any extra cost.
- ii) However, if the employer deviates substantially from the original scheme which involves change in the scope of work leading to increase in overall tendered cost by more than 10% and the Consultant is necessarily required to issue fresh drawings for these works for its proper execution, extra services, expenses and extra labour on the part of the consultant for making changes and additions to the drawings, specifications or other documents due to tendering major part or whole of his work infructuous, the Consultants may then be compensated for such extra services and expenses on quantum merit basis at percentage applicable under this agreement and to be determined mutually unless such changes, alterations are due to consultants' own omissions and/ or discrepancies, including changes under clause 3 I (A) & B, 3 II (c) & (d) due to changes required by consultants of all internal, external services. The decision of the Employer shall be final on whether the deviation and additions are substantial as requiring any compensation to be paid to the consultants. However, for the minor modification or alteration which does not affect the entire design, planning etc. no amount will be payable.
- iii) If it is found after call of tenders that the acceptable tender is not within the amount sanctioned, the consultants shall, if so desired by the employer, take steps to carry out necessary modifications in the design and specifications to see that the tendered cost does not exceed the amount of corresponding sanction by more than 5% (five percent). The consultants shall not be paid anything extra for such modifications. If the employer is convinced that the trend of the market rate is such that the work cannot be done within the amount of sanctioned estimate, the consultants shall submit a revised estimate expeditiously for obtaining sanction of the competent authority.
- iv) The consultant shall not make any material deviation, alteration, addition to or omission from the work shown and described in the contract document except without first obtaining the written consent of the Employer.
- v) The cost of individual work shall not exceed the sanctioned estimate as approved by the employer. Employer's approval in advance shall be taken for any such increase anticipated giving full justification.

6. Time Schedule:

Commencement of work:

The commencement of work will be considered from the date of furnishing the requirements and area schedule of various functions by the employer to the consultants after signing the agreement.

- 1) Furnish a site evaluation of zoning plan ,existing survey plan and analysis report with basic approach to circulation, activity distribution and interaction and external linkage – 2week
- 2) Prepare conceptual design master plan including incorporating infrastructure as desired into master plan
- **2 Months**
- 3) Modify the conceptual design incorporating required change and prepare preliminary drawings and design and study FAR master plan as per CSIO suggestions for the client's approval - **4 weeks**.
- 4) Prepare drawings necessary for submission to statutory bodies for sanction and arrange to procure the sanctions required to take up the construction work , to prepare the survey drawings on suitable scale and supplying/ submitting the same on hard copies as well as soft copies (approximately

10 copies in DCs) in Auto-CAD DWG format, as per the specific formats/ requirements of Local Municipal Corporation and other Local Authorities/ Bodies -**4 weeks**

5) Approval of master plan from local authorities PAC committee Chandigarh (The CSIO will also coordinate with Architect for getting final approval)-6 Weeks

The above time schedule includes time for obtaining required approvals, if any and completion certificate etc. from local bodies. However, if delay is caused by the local bodies beyond control of the consultant, the department may consider such delays favorably. The Architect has to attend meeting with Chief Architect office with CSIO whenever required

7. Compensation for delay:

The time allowed for carrying out the work as specified in clause 6 shall be strictly observed by the consultants and shall be deemed to be the essence of the contract on the part of the consultants. The work shall thorough-out the stipulated period of the contract be processed with all diligence and in the event of failure of the consultants to complete the work within time schedule as specified above or within the extended period as approved by the employer in writing, the consultants shall pay as compensation amount equal to 1/2 % (half percent) for every week of delay on total fee payable, that the work remain unfinished after the specified date subject to maximum of 5% of the total fee payable to the consultant. Delay on part of local authorities will not be counted for penalty .

8. Abandonment of work:

That if the consultant abandon the work for any reason whatsoever or become incapacitated from action as consultants as aforesaid, the employer may make full use of all or any of the drawings prepared by the consultants and that the consultants shall be liable to refund any excess fees paid to them up to that date plus such damages as may be assessed by the employer.

9. Termination:

The Employer without any prejudice to its right against the consultants in respect of any delay or otherwise or to any claims or damages in respect of any breaches of the contract and without prejudice to any right or remedies under any of the provisions of this contract may terminate the contract by giving one months notice in writing to the consultants and in the event of such termination, the consultants shall be liable to refund the excess payment, if any, made to them over and above what is due in terms of this agreement on the date of termination and employer may make full use of all or any of the drawings prepared by the consultants.

In case due to any circumstances, the employer decides to curtail the scope of work or totally abandon the work, the payment to the consultants would be made based on approved preliminary estimate upto the stage of work executed by him immediately before taking such a decision. However, once the work is awarded and then the scope is reduced, the payment to the consultants will not be affected so long as he has completed supply of all drawings and schedule as per agreement.

10. Arbitration:

That if any dispute, difference or question shall at any time arise between the parties in respect of the meaning or interpretation of this agreement or covering anything herein contained or the validity of the enforcement thereof which cannot be settled mutually, shall within 30 days (or such longer period as may be agreed upon) from the date one party informs the other in writing that such dispute or disputes or disagreement.) exist, be referred to sole arbitration by a person appointed by the DG CSIR.

The arbitrator to whom the matter is originally referred being transferred or vacating his office or

being unable to act for any reason, DGCSIR as at the time of such transfer, vacation of office or inability to act, shall appoint another person to act as arbitrator in accordance with the terms of the contract. Such person shall be entitled to proceed with the reference from the stage at which it was left by his predecessor. The arbitration proceedings will be conducted in accordance with and be subject to Arbitration and Conciliation Act 1996 as amended from time to time and the decision of the arbitrator shall be final and binding on the parties.

The arbitrator will have its seat at site of work or at such place in India as may be decided by the arbitrator.

The consultants shall continue to perform their duties with diligence notwithstanding the fact that a dispute has been referred to arbitration or any dispute or difference has arisen.

It is also the term of the agreement that if the consultant do not make demand for arbitration in respect of any item in writing within 90 days of receiving intimation from the employer that the final bill is ready for payment, the claim of the consultant will be deemed to have been waived and absolutely barred and the employer shall be discharged and released of all liabilities under the agreement in respect of these claims.

11. Number of Drawing Sets, etc. and copyright:

To prepare the survey drawings on suitable scale and supplying/ submitting the same on hard copies as well as soft copies (approximately 10 copies in DCs) in Auto-CAD DWG format, as per the specific formats/ requirements of Local Municipal Corporation and other Local Authorities/ Bodies All these drawings will become the property of the employer and he will have the right use of the same anywhere else. In that event, the employer will pay a royalty to the consultants on mutually acceptable basis. The drawing cannot be issued to any other person, firm or authority or used by the consultants for any other project. No copies of any drawing or document shall be issued to anyone except the employer and authorized representative.

12. Determination or Rescission of Agreement:

The employer without any prejudice to its right against the consultant in respect of any delay by notice in writing absolutely may determine the contract in any of the following cases :-

- i) If the consultants being a company shall pass a resolution or the court shall make an order that the company shall be wound up or if a receiver or a manager on behalf of the creditor shall be appointed or if circumstances shall arise which entitle the court or creditor to appoint a receiver or a manager which entitles the court to make up a winding order.
- ii) If the consultants commit breach of any of the terms of agreement.

When the consultants have made themselves liable for action under any of the clauses aforesaid, the employer shall have powers:-

- a) to determine or rescind the agreement
- b) to engage another consultant(s) to carry out the balance work at the risk and cost of the consultant and debiting the consultant(s) the excess amount, if any, so spent.

General:

- 13.** The scrutiny of the drawing, and designs by the employer's own supervisory staff, if any, does not absolve the consultants of their responsibility under the agreement. The consultants shall remain solely responsible for structural soundness of the design and for all provisions of the contract so as to satisfy the particular requirement of the Architectural specifications.
- 14.** The consultants shall supply to the employer copies of all documents, instructions issued to contractors, if any, relating to the work, drawings, specifications, bill of quantities and also other documents as may be required.
- 15.** The consultants hereby agree that the fees to be paid as provided herein (clause 4) will be in full discharge of function to be performed by him and no claim whatsoever shall be against the employer in respect of any proprietary rights or copy rights on the part of any party relating to the plans, models and drawings.
- The consultants shall indemnify and keep indemnified the employer against any such claims and against all costs and expenses paid by the employer in defending himself against such claims.

16. Exclusion clause:

The following are not included in the scope of work of the consultants:-

- i) Survey site plan and soil investigation.
- ii) Obtaining water, sewerage and electrical connections from the local authorities.
- iii) Cost of testing of water, however, testing of water will be got done by the consultant.

Ref-Financial bid (not to be filled here)

Pro-forma for Financial Bid

(To be put in sealed cover)

Ref No.....

Date.....

Director

CSIR-CSIO

SECTOR 30 Chandigarh

Sub: Appointment of an Architect/consultant for to prepare survey plan of CSIR-CSIO and to prepare the survey drawings on suitable scale future buildings ,and supplying/ submitting the same on hard copies as well as soft copies (approximately 10 copies in DCs) in Auto-CAD DWG format, as per the specific formats/ requirements of Local Municipal Corporation and other Local Authorities/ Bodies

Dear Sir,

We have carefully noted the scope of work appointment of an Architect/consultant for to prepare survey plan of CSIR-CSIO and to prepare the survey drawings on suitable scale future buildings ,and supplying/ submitting the same on hard copies as well as soft copies (approximately 10 copies in DCs) in Auto-CAD DWG format, as per the specific formats/ requirements of Local Municipal Corporation and other Local Authorities/ Bodies

We are pleased to quote our fees (on lump sum basis) inclusive of all taxes as Rs.....

(In words) for providing our services as per the scope of work and terms & conditions of Agreement.

Thanking you,

Signature with Name &

Date:

Designation of the Bidder

(Authorized Seal)