

APPLICATION FOR EXPRESSION OF INTEREST CUM ELIGIBILITY BID FOR THE APPOINTMENT OF ARCHITECTURAL FIRMS

(Expression of Interest for Prequalification for the Appointment of Architectural Firms)

DESIGN AND CONSTRUCTION OF THE CRAFTS & DESIGN INSTITUTE UNDER THE NOMENCLATURE OF TELANGANA INSTITUTE OF CRAFTS AND DESIGN (TICD) AT GUNDLAPOCHAMPALLI APPAREL PARK, HYDERABAD.

Phase I with a provision for expansion in future

Office of the Chief Executive Officer
Apparel and Textile Parks of Telangana
C-Block, 5th Floor, BRKR Govt. Offices Complex
Tank Bund Road, Hyderabad – 500 063

ARCHITECTURAL AND ENGINEERING DESIGN CONSULTANCY FOR Preparation of comprehensive Architectural design, drawings including structural design, specifications, quantity surveying, bill of quantities, interior finishing, landscaping, costing and project management services of all the proposed buildings, structures, facilities, internal and external services, etc. of TICD.

Submitted by: (Name of the Applicant & Address) Date of submission/Receipt: _____

Information to be furnished by the applicant – Table 1

1	Name of the Architectural Firm		
2	Address	Postal Address	
		Telephone Nos	
		E-Mail address	
3	Year of establishment		
4	Status of the firm (Enclose copy)		
5	Name of the Directors/Partners/Proprietor		i) ii) iii)
	Professional Qualifications		i) ii) iii)
6	Whether registered as a member of the Indian Institute of Architect / Engineers / Council of Architecture. If so, mention number and date. (Enclose copy)		
7	Name and address of Bankers		i) ii) iii) iv)
8	No. of similar projects of 24000 sqm and above executed during last three		i) ii)

	years by the firm in the name (Details to be furnished in pro forma I)	iii) iv)
9	Important major projects on which the firm is engaged at present and their estimated cost, stage of work viz. planning and construction, the full address of clients shall be indicated against each project. (Details to be furnished in pro forma III)	i) ii) iii)
10	Whether an assessee of income tax, if so, mention permanent account number furnish copies of Income Tax Clearance Certificate.	
11	Furnish copies of audited balance sheet and Profit & loss account (audited) for the last three years.	
12	If you are registered in panel of other organisation / Statutory bodies such CPWD, PWD, MES, Banks, etc. furnish their name, Category and date of registration.	i) ii) iii) iv)
13	List of Technical personnel employed.	
14	List of other personnel employed.	
15	List of consultants associated with the firm (for structural work electrical, plumbing, etc.)	
16	List of Awards Received if any	
17	Prior experience on Telangana Arts and Crafts (list the crafts and where applied)	

List of documents to be enclosed along with application form.

- i. Status of the firm / registration certificate / memorandum of association
- ii. Income Tax. Clearance certificate / Income Tax Return
- iii. Pro forma - I
- iv. Pro forma - II
- v. Pro forma - III
- vi. Photograph of and brief notes on major works executed
- vii. Letters / certificates from previous / current employers having engaged for the projects informed in the application (on client letter head with value mentioned).
- viii. Three years balance sheet.
- ix. Copy of power of attorney (wherever applicable).
- x. Proof List of technical personnel employed.
- xi. List of other personnel employed
- xii. Copy of registration with Council of Architecture (COA)
- xiii. Copy of Degree / PG Diploma Certificate.
- xiv. Copy of registration certificate with local bodies
- xv. Bio-data of Proprietors / Directors / partners as per pro forma – IV.

Documents that need to be submitted for items 8 & 9 of Table I and vi of the above:

For i - Campus planning:

- Master plan of each Campus in A3 format
- Three photographs of each campus of 150mm x200mm,
- Write up on a single page A4,
- Certificate from promoter that the participant has designed the Campus.

For ii - Architectural expression:

Of similar Buildings of 24000 sqm or more.

Site plan, ground floor plan, typical floor plan in A3 format for each building,

Two external photographs of 150mm x 200mm,

Write up on a single page A4,

Certificate from promoter that the participant has designed the Campus.

(The committee may contact the references provided – the applicant should ensure that the references are prepared to provide the desired input.)

For iii - Information about the Firm and Personnel:

This part should include (i) background of the firm, (ii) qualification and experience of key members in the firm's team.

Write up on a single page A4 explaining as to why you feel that you should be selected for the project

For iv - Average turnover in last three years

Professional fees of the firm for the last three years, attach certified copies of ITR / attach certificate of CA to this effect

For v - National Competitions won by the firm:

Attach certified copy of citation received or copy of official announcement in press

For vi - Experience in use of Green Technologies:

Copy of certificate received in respect of buildings or projects/buildings.

Write up on a single page A4

For vii - Information about ICT or other special technologies used in the buildings/campus

Write up on a single page A4 description/summary of special technologies /photos of 3 projects.

Seal & Signature

Name of the Signatory

DECLARATION :

1. All the information furnished by me / us here above is correct to the best of my knowledge and belief.
2. I / We have no objection if enquiries / inspections are made about our firm.
3. I/ We agree that the decision of the Committee of Apparel & Textile Parks in selection of Architectural firm will be final and binding to me / us.
4. I / We have read the instructions and I/we understand that if any false information is detected at a later date the selection shall be cancelled at the discretion of the Committee of Apparel & Textile Parks.

Place:

Date :

Signature of the Applicant

PROFORMA – I

LIST OF MAJOR ARCHIECTURAL & CIVIL WORKS COMPLETED DURING THE LAST 5 YEARS

Sr. No.	Name & address of the Employer	Nature of work/ Location	Estimated value	Area in sq. mts.	Date of Start	Period of completion as per the contract	Actual date of completion	Final value of the project	Reasons for the variation in value and / or	Penalty/ Litigation/ Arbitration if any (please
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3								
4								
5								
6								

Signature of the Applicant

**PROFORMA - IV
BIO DATA OF THE PARTNERS / ASSOCIATES / DIRECTORS**

1. Name:
2. Associated with the firm since:
3. Date of Birth:
4. Professional Qualification:
5. Date of acquiring professional qualification:
6. Professional experience:
7. Practicing / Employed since:
8. Professional affiliation:
9. Memberships in:
10. Details of published papers in magazines and awards/prizes:
11. Details of cost effective methods/designs adopted in the projects:
12. Exposure to new materials / techniques:

Seal & Signature

Name of the Signatory.