

**NORTHEAST FRONTIER RAILWAY**

**EXPRESSION OF INTEREST**

No. CPM/GS/RNY/SD-EOI/01

Dated : 10.01.2023

**EMPANELMENT OF ARCHITECT FOR RANGIYA DIVISION**

Expression of Interest (E.O.I.) is hereby invited by Divisional Railway Manager, Rangiya Division, Northeast Frontier Railway for empanelment of Architects/Architectural Firm for consultancy service for various Infrastructure works in Rangiya Division. Rangiya Division has to execute various works of Station Building, Service Buildings and other utility buildings. In this regard, detailed are available on Northeast Frontier Railway Website: **[www.nfr.indianrailways.gov.in](http://www.nfr.indianrailways.gov.in)** and may also be collected from the office of the Chief Project Manager ( Gati Shakti) Rangiya.

It is being clarified that it is not a NIT/Tender. After receipts of Expression of Interest by interested person/firms, NIT/Tender will be invited accordingly.

Last date of submission of EOI in the office of Chief Project Manager (Gati Shakti) Rangiya, 1<sup>st</sup> Floor of TRD Building, DRM Office, Rangiya, Kamrup (Rural) (Assam) Pin:781354

Date & Time : **25.01.2023 at 15.00** hrs.

Dy. CE/GSU/RNY  
N.F. Railway

**NORTHEAST FRONTIER RAILWAY**  
**RANGIYA DIVISION**

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

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

- (1) Rangiya Division has decided to empanel Architects/Architectural Firms for providing Technical consultancy services for Architectural Consultancy for various works of Railway stations, service buildings and other utility buildings.
- (2) Applications are invited from experienced Architects/Architectural Firms for empanelment in Rangiya Division for providing Technical Consultancy Services for various works of railway station, service building, and other utility buildings according to the Eligibility Criteria and on format provided in this notice.
- (3) This notice is for empanelment and applications may be sent through hard copy addressed to Chief Project Manager (Gati Shakti) Unit, 1<sup>st</sup> Floor of TRD Building, DRM Office, Rangiya, Kamrup (Rural) (Assam) Pin:781354
- (4) All applications received shall be considered free of cost. The application due date shall be dt: **25.01.2023**.
- (5) If an application is rejected, the same applicant cannot apply within 06 (six) months.
- (6) The empanelment shall be kept for 02 years, after which the consultant shall have to renew the empanelment following the same method.
- (7) Interested Applicants may obtain further information from: Dy. Chief Engineer (Gati Shakti Unit) Rangiya (e- mail: [dycegsurny@gmail](mailto:dycegsurny@gmail.com) Mobile No.9957550221
- (8) Eligibility Criteria and other conditions for Empanelment of Consultants for various works of Railway stations, Service buildings, and other utility buildings.

Eligible Applicant:

- (i) The applications will be considered only from those applicants (proprietorship firms, partnership firms, companies) who meet the requisite eligibility criteria prescribed in this notice.
- (ii) An applicant shall submit only one application, either individually or as a partner of a JV/consortium. An applicant who submits more than one application will cause all of the proposals in which the applicant has participated to be disqualified. No applicant can be a sub-contractor while submitting, a bid individually or as a partner of a JV/Consortium in the same process. An applicant, if acting in the capacity of subcontractor in any bid, may participate in more than one bid, but only in that capacity.
- (iii) Applicants shall not have a conflict of interest. All applicants found to have a conflict of interest shall be disqualified. Applicants shall be considered to have a conflict of interest with one or more parties in this bidding process. If:
  - (a) An Applicant has been engaged by the Employer to provide consulting services for the preparation related to procurement for implementation of the project; or
  - (b) An Applicant is any associates/affiliates (inclusive of parent firms) mentioned in sub-Paragraph (a) above; or
  - (c) An Applicant leads, or temporarily seconds its personnel to firms or organizations which are engaged in consulting services for the preparation related to procurement for an implementation of the project, if the personnel would be involved in any capacity on the same project.

Contd...2

∴2∴

- (iv) If there is any misrepresentation of facts with regard to undertaking submitted, the same will be considered as "fraudulent practice" and the application of such applicants will be rejected.
- (v) Applicant (any member in case of JV/consortium) must not have suffered bankruptcy/insolvency during the last 3 years. The tenderer should submit undertaking to this effect in Form-I of the application.

**Conditions of Eligibility of Applicants:**

- 1) The Applicant shall fulfil the following conditions for empanelment as consultant for various works of Railway Station, Service Building, and other utility Buildings.
- 2) The Architect shall be registered in council of Architect. The architect shall have the experience of architectural design work as per below:-
- a) **Technical Capacity:** The Applicant shall have, over the past 15 (Fifteen) years preceding the Application Due date, undertaken a minimum of 2 (Two) Eligible Assignments for Development of a Government Offices, Public buildings, Railway station, Metro station, LRT, Mono Rail, High speed Rail, Bus terminal/ stations, Airport, Multi Modal Transit Hub, District Centres, Shopping Malls, Educational Campus, residential Township, Hospitals, Sports Complex, Exhibition Complex, Convention centre and similar structures.
- b) **Financial Capacity:** The Applicant shall have received an average annual income of Rs.5 lakh per annum from professional fees during the current and the last 3 (three) financial years.

**(Audited Balance sheet for last three financial year / Certificate from Chartered Accountant / Form 26 AS etc. will be considered for evaluation of financial capacity.)**

**Note- Format for chartered accountant certificate given as form -V.**

- c) **Availability of Key Personnel:** The Applicant shall offer and make available all Key Personnel meeting the requirements specified below.

Key Personnel	Educational Qualification	Length of Professional Experience	Experience on Eligible Assignments
Chief Architect	Masters or Bachelor Degree in Architecture	Minimum 10 years	He should have led the architectural planning for Development of a Govt. Offices, Public Buildings, Railway Stations, Metro Stations, LRT, Mono Rail, High speed Rail, Bus terminal / stations, Airport, Multi Modal Transit Hub, District Centres, Shopping Malls, Educational Campus, residential Township, Hospitals, Sports Complex, Exhibition Complex, Convention centre and similar structures.

**Submission of proposal:-**

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

**LETTER OF APPLICATION**

**FORM-I**

[On Applicant's letter head]

To,  
Chief Project Manager/Gati Shakti,  
1st Floor, TRD Building,  
DRM Office , Rangiya,  
N.F. Railway, Rangiya,  
Kamrup (R), PIN: 382345

Sub: **Empanelment of Consultant for providing Architectural and Consultancy Services for Station Buildings, Service Buildings and Other Utility Buildings.**

Dear Sir,

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

Contd...4

4

8. I/we understand that you may cancel the Selection Process at any time and that you are neither bound to accept any Proposal that you may receive nor to select the Bidder' without incurring any liability to the Applicants.
9. I/we declare that we/any member of the consortium, are/is not a Member of a/any other Consortium applying as an Applicant.
10. I/We certify that in regard to matters other than security and integrity of the country' we have not been convicted by a court of Law or indicted or adverse orders passed by regulatory authority which would cast a doubt on our ability to undertake the consultancy for the Project or which relates to a grave offence that outrages the moral sense of the community.
11. I/We further certify that in regard to matters relating to security and integrity or the country, we have not been charge-sheeted by any agency of the Government or convicted by a Court of Law for any offence committed by us or by any of our Associates.
12. I/We further certify that no investigation by a regulatory authority is pending either against our Associates or against our CEO or any of our Directors/Managers/Employees'
13. I/We hereby irrevocably waive off right which we may have at any stage at law or howsoever otherwise arising to challenge or question any decision taken by the Rangiya Division and/ or the Government of India in connection with the selection of the Bidder or in connection with the selection process itself in respect of the above mentioned Project.
14. I/We agree and understand that the proposal is subject to the provisions of the document In no case, shall I/We have any claim or right to whatsoever nature if we are not selected for the empanelment.
15. I/We agree and undertake to abide by all the terms and conditions of the document in Witness thereof, I/we submit this Proposal under and in the accordance with the terms of the document.

Yours faithfully'

(Signature of the Authorized Signatory)

(Name and designation of the Authorized Signatory)

(Name and seal of the Applicant/Lead Member)

**PARTICULARS OF THE APPLICANT(FIRM)\*      FORM-II**

1.1	State whether applying as Sole Firm/ Proprietor/ Partner/ Director/ Architect or otherwise status of the firm.	
1.2	State the following: Name of Company or Firm: Legal status [eg. incorporated private company, unincorporated business, partnership etc.): Country of incorporation : Registered/local address: Correspondence address: Year of Incorporation: Year of commencement of business: Principal place of business: Brief description of the Company including details of its main lines of business Particulars of individual(s) who will serve as the point of contact/Communication with Rangiya Division: (a) Name: (b) Designation: (c) Company: (d) Address of registered/local office: (e) Telephone Number/Mobile number: (f) E-Mail Address: (g) Fax Number:	
1.3	For the Applicant, state the following information:	
1.3.1	Has the Bidder been penalized by any organization for the poor quality of work in the last five years?	YES/NO
1.3.2	Has the Bidder been blacklisted by any Govt. Department/Public Sector Undertaking in the last five years and such blacklisting exists on the date of submission of application?	YES/NO
1.3.3	Has the Bidder suffered bankruptcy/insolvency in the last five years?	YES/NO
<b>Note: If answer to any of the questions at 1.3.1 to 1.3.3 is yes, the Bidder is not eligible for this empanelment.</b>		
1.4	Does the Applicant's firm/company combine functions as a consultant or designer along with the functions as a contractor and/or a manufacturer?	YES/NO
1.5	Name of Authorized representative to Act and sign on behalf of the firm.	

Note: -

1. All the items/columns in the form shall be filled clearly by the applicant clearly indicating reply in Yes/No wherever applicable.
2. Separate form shall be submitted by both the partners in case of JV/Consortium.

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

**ELIGIBILITY OF THE APPLICANT (FIRM)\***

**FORM-III**

**Name of the Applicant Firm :**

Sr.No.	Name and Brief Description of Project and Nature of Assignment completed @	Name of the Client	Location City/State	Date of Completion of Assignment or Ongoing
1.				
2.				

\*The applicant should provide details of those projects undertaken by the firm that as per the definition of eligible assignments provided in clause 2.

@ Should be accompanied with completion certificates of satisfactory performance certificate ( In case of On-going assignments) from the client or any other valid proof accepted to Railway.

Note: Separate form shall be submitted by both the partners in case of JV/Consortium.

Certification:

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

Date:

Place:

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

**PARTICULARS OF KEY PERSONNEL**

**FORM-IV**

Designation of Key personnel	Name	Educational Qualification	Total Professional experience	Present Employment		Details of Eligible Assignment worked upon
				Name of firm	Employed Since	
Chief Architect						

**Note: Separate form shall be submitted by both the partners in case of JV/ Consortium.**

**Certification:**

**I, the undersigned, certify that to the best of my knowledge and belief, this form correctly describes qualifications and experience of all the key personnel. I understand that my wilful Misstatement described herein may lead to disqualification or Dismissal, if empaneled.**

Date:

Place:

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

**(ON THE LETTER HEAD OF THE CHARTERED ACCOUNTANT)**

To,  
CPM/Gati Shakti Unit  
Rangiya Division,  
N.F. Railway.

Sub: Contractual receipts of M/s (Name of firm) \_\_\_\_\_  
It is to certify that contractual receipts of M/s (Name of Firm) \_\_\_\_\_ during current financial year and preceding three(03) financial years as extracted from audited balance sheets are as under.

Sr.No.	Financial Year	Contractual Receipts	*Extracted from source document (Audited balance sheet/ Certificate Issued by the Employer/Tax deduction at source certificate)
1.	Current Year (Say A)		
2.	A-1		
3.	A-2		
4.	A-3		

**Date:**

**Yours sincerely,**

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