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प्लाज़्मा अनुसंधान संस्थान  
Institute for Plasma Research

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**Empanelment of Consultant / Architect for providing  
Comprehensive Consultancy Services for Design**

ई-निविदा सूचना सं.: IPR / TN / CIVIL-PR / EMP /1/ 2021

Notice No.: IPR / TN / CIVIL-PR / EMP /1/ 2021

कार्य का नाम:

Name of Work:

डिजाइन के लिए व्यापक परामर्श सेवाएं प्रदान करने के लिए सलाहकार/आर्किटेक्ट का एमपनेलमेंट के लिये ।

**Empanelment of Consultant / Architect for providing Comprehensive Consultancy Services for Design.**

दस्तावे आमंत्रित करने वाले

**अध्यक्ष, (I-CDC)**

प्राधिकारी का नाम और पता:

प्लाज़्मा अनुसंधान संस्थान (IPR)

इंदिरा पुल के पास, भाट

गांधीनगर-382428

Name and Address of

Application Inviting Authority:

**Chairperson, I-CDC**

Institute for Plasma Research (IPR),

Near Indira Bridge, Bhat,

Gandhinagar-382428

नोट : इस दस्तावेज़ के अंग्रेजी तथा हिंदी संस्करण में किसी भी विसंगति के मामले में अंग्रेजी संस्करण प्रबल रहेगा।

NOTE: In case of any discrepancy between English and Hindi version, English version shall prevail.

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## Detailed Notice

प्लाज़्मा अनुसंधान संस्थान

निकट इंदिरा ब्रिज, भाट गांव, जिला गांधीनगर - 382 428

INSTITUTE FOR PLASMA RESEARCH

Nr. Indira Bridge, Bhat, Gandhinagar - 382 428.

डिजाइन के लिए व्यापक परामर्श सेवाएं प्रदान करने के लिए पैनल सलाहकार /

आर्किटेक के लिए सूचना

Notice for Empanelment Consultant / Architect for providing Comprehensive  
Consultancy Services for Design

निविदा सूचना सं: आईपीआर/टीएन/सीवील-पीआर-/एम्प/1/ 2021

Notice No.: IPR / TN / CIVIL-PR/ EMP /1/ 2021

प्लाज़्मा अनुसंधान संस्थान, भारत सरकार के परमाणु ऊर्जा विभाग (पऊवि) के अंतर्गत अनुसंधान एवं विकास का एक स्वायत्त संस्थान है। गुजरात की साबरमती नदी के पास स्थित यह संस्थान बड़े पैमाने पर प्लाज़्मा विज्ञान में सैद्धांतिक और प्रयोगात्मक अध्ययनों में शामिल है जिसमें बुनियादी प्लाज़्मा भौतिकी, चुंबकीय रूप से सीमित तप्त प्लाज़्मा और औद्योगिक अनुप्रयोगों के लिए प्लाज़्मा प्रौद्योगिकियाँ शामिल हैं। संस्थान के पास दो परिचालन टोकामक (नियंत्रित ताप नाभिकीय संलयन हेतु मशीन) आदित्य और स्थिर अवस्था टोकामक (एसएसटी)-1 हैं। गांधीनगर में स्थित एफसीआईपीटी, इटर-भारत और गुवाहाटी में स्थित सीपीपी-आईपीआर, संस्थान(आईपीआर) के अंतर्गत तीन प्रभाग हैं।

Institute for Plasma Research is an autonomous R & D organization under the authority of Department of Atomic Energy (DAE), Government of India situated near west banks of river Sabarmati in Gujarat, India. This institute is largely involved in theoretical and experimental studies in plasma science including basic plasma physics, magnetically confined hot plasmas and plasma technologies for industrial application. The institute owns two operational tokamaks (a machine for controlling thermonuclear fusion) - ADITYA and Steady State Tokamak (SST) - 1. FCIPT, ITER-India and CPP-IPR, located in Gandhinagar and Guwahati are three divisions under IPR.

संस्थान अपने पारंपरिक आरसीसी बिल्डिंग/शेड बिल्डिंग/पूर्व इंजीनियर किये गए बिल्डिंग उपयोगी सेवाओं सहित के लिए, भविष्य में संभावित नई परियोजनाओं के लिए आर्किटेक्चरल, सिविल एवं स्ट्रक्चरल, पीएच (प्लंबिंग एवं सेनेटरी), इलेक्ट्रिकल, एचवीएसी, आग की जाँच, सुरक्षा, अग्निशमन एवं संरक्षा, इंटीरियर, मैकेनिकल एकाॅस्टिक, वैधानिक अनुमति प्राप्त करना आदि कार्यों के लिए और साथ ही मौजूदा बिल्डिंगों में डिजाइन से संबंधित कार्यों को जोड़ने और बदलने के लिए, 3 (तीन) वर्षों की अवधि हेतु व्यापक परामर्श सेवाएँ प्रदान करने के लिए सलाहकार/आर्किटेक को सूचीबद्ध करना चाहता है। (निम्न निर्माण लागत के लिए)

1. निर्माण कार्यों की लागत रु. 100 लाख तक है
2. निर्माण कार्यों की लागत रु. 200 लाख तक है

The Institute wishes to empanel Consultant/Architect for providing comprehensive Consultancy services Architectural, Civil & Structural, PH (Plumbing & Sanitary), Electrical, HVAC, Fire Detection, Fire protection, Fighting & Safety, Interior, Mechanical Acoustic, obtaining Statutory Permissions etc.) for likely new projects in future for Conventional RCC Buildings / Shed Building/Pre-Engineered Building with Utility Services and also for Addition & Alteration design related works in existing buildings for a period of 3 (Three) years for

1. Cost of Construction works up to Rs. 100 Lakhs
2. Cost of Construction works up to Rs. 200 Lakhs

प्रतिष्ठित और इच्छुक सलाहकार/आर्कीटेक पात्रता मानदंड, विस्तृत जानकारी, प्रस्तुत किए जाने वाले दस्तावेजों और प्रारूपों के लिए हमारी वेबसाइट <http://www.ipr.res.in/documents/tenders.html> पर जाएँ।

Reputed and interested Consultant/Architects may visit our website <http://www.ipr.res.in/documents/tenders.html> for eligibility criteria, detailed information, documents to be submitted and for formats.

दिनांक 25/08/2021 तक प्राप्त आवेदन (ओं) की जांच की जाएगी और पात्र आवेदक (ओं) को तीन साल की अवधि के लिए पैनल में शामिल किया जाएगा। आवेदक (ओं) दिनांक 25/08/2021 (नियत तारीख के बाद भी) के बाद किसी भी समय पैनल में शामिल होने के लिए अपना आवेदन जमा कर सकते हैं। नियत तारीख के बाद प्राप्त आवेदन (ओं) की नियम समय पर जांच की जाएगी और पात्र आवेदक (ओं) को पैनल की सूची में जोड़ा जाएगा।

The application (s) received till 25/08/2021 shall be scrutinized and the eligible applicant (s) shall be empanelled for a period of three years. The Applicant (s) can also submit their application for empanelment after 25/08/2021 (even after Due Date) at any time. The application (s) received after due date shall be scrutinized in due course of time and eligible applicant (s)-shall be added in the list of empanelment.

आवेदक पैनल में शामिल होने के लिए सीलबंद लिफाफे में सभी सहायक दस्तावेजों के साथ आवेदन जमा कर सकते हैं। लिफाफे के ऊपर "व्यापक परामर्श सेवाएं प्रदान करने के लिए, सूचीबद्ध सलाहकार/वास्तुकार हेतु आवेदन" और निविदा सूचना सं., तारीख लिख कर सचिव, आईसीडीसी, आईपीआर को दिनांक 25/08/2021 को 1300 बजे या उससे पहले भेजें। अधूरे और बिना सहायक दस्तावेजों के प्राप्त आवेदन अस्वीकार किए जाएंगे।

The applicant can submit application for Empanelment along with all supporting documents in the sealed envelope super scribing the notice no., date and "**Application for Empanelment Consultant / Architect for providing Comprehensive Consultancy Services**" to the Secretary, ICDC, IPR on or before 1300 hrs. on 25/08/2021. Incomplete applications & applications without supporting documents are liable to be rejected.

भाग- ए : आवश्यकताएँ और पात्रता मानदंड

**PART-A: REQUIREMENTS AND CRITERIA FOR ELIGIBILITY.**

आवेदक, जो निम्नलिखित आवश्यकताओं को अपने दम पर पूरा करता है, केवल आवेदन करने के लिए पात्र होगा। संयुक्त उद्यम स्वीकार नहीं किए जाते हैं।

The applicant shall fulfil the following Initial eligibility requirements on their own. Joint ventures are not accepted.

Sr. No.	Criteria for Eligibility Cost of Construction works up to Rs. 100 Lakhs	Criteria for Eligibility Cost of Construction works up to Rs. 200 Lakhs	Documentary proof for the eligibility (To be Scanned and Uploaded) Note: The applicants are requested to fill up the facts & figure in the prescribed format. Simply filling like Yes or No shall not be accepted.
1	<p>Should have <b>satisfactorily completed in India Consultancy Services for Design of Building (s)</b> having construction cost of Project as mentioned below , <b>during last 7 years</b> as on ending previous day of last date of submission of Application:</p> <p>i. <b>Three projects</b> each costing not less than <b>Rs. 40 Lakhs</b></p> <p>(or)</p> <p>ii. <b>Two projects</b> each costing not less than <b>Rs. 60 Lakhs</b></p> <p>(or)</p> <p>iii. One project costing not less than <b>Rs. 80 Lakhs</b></p> <p><b>Note:</b></p> <p><b>1. Similar work”</b> means Consultancy Services for Design for Construction of <b>Conventional RCC or Steel</b></p>	<p>Should have <b>satisfactorily completed in India Consultancy Services for Design of Building (s)</b> having construction cost of Project as mentioned below , <b>during last 7 years</b> as on ending previous day of last date of submission of Application:</p> <p>iv. <b>Three projects</b> each costing not less than <b>Rs. 80 Lakhs</b></p> <p>(or)</p> <p>v. <b>Two projects</b> each costing not less than <b>Rs. 120 Lakhs</b></p> <p>(or)</p> <p>vi. One project costing not less than <b>Rs. 160 Lakhs</b></p> <p><b>Note:</b></p> <p><b>1. Similar work”</b> means Consultancy Services for Design for Construction of <b>Conventional RCC or Steel</b></p>	<p>Work Orders &amp; Completion certificate for each qualifying completed work(s) issued by an officer not below the rank of Executive Engineer or Equivalent officer or Owner or Client.</p> <p>Note:</p> <p>Completion certificates for works issued by Private parties shall be supported by TDS (Tax deducted at Source) Certificates for the said cost.</p>

	<b>Structure buildings.</b>	<b>Structure buildings.</b>	
	The value of executed works will be brought to current costing level by enhancing the actual value of work at simple rate of 7 % per annum, calculated from the date of completion to last date of receipt of Application.	The value of executed works will be brought to current costing level by enhancing the actual value of work at simple rate of 7 % per annum, calculated from the date of completion to last date of receipt of Application.	
2	Should have valid minimum Bank solvency of a Scheduled Bank of <b>Rs. 40 lakhs</b>	Should have valid minimum Bank solvency of a Scheduled Bank of <b>Rs. 80 lakhs</b>	Annexure Form “ L ”- Form of Bankers Certificate from a scheduled Bank
3	Should have had minimum average annual financial turnover of <b>Rs. 50 Lakhs</b> of the construction works during the immediate last three years ending <b>31<sup>st</sup> March, 2020</b> .  Year in which no turnover is shown or Zero turnover, would also be considered for working out the average.	Should have had minimum average annual financial turnover of <b>Rs. 100 Lakhs</b> of the construction works during the immediate last three years ending <b>31<sup>st</sup> March, 2020</b> .  Year in which no turnover is shown or Zero turnover, would also be considered for working out the average.	Annexure -Form “A”: Financial information, Chartered Accountant certificate for the Annual financial turnover showing Profit & Loss.
4	Should not have incurred any loss (profit after tax should be positive) in more than two years during the last consecutive five years ending on <b>31<sup>st</sup> March, 2020</b> .	Should not have incurred any loss (profit after tax should be positive) in more than two years during the last consecutive five years ending on <b>31<sup>st</sup> March, 2020</b> .	Annexure -Form “A”: Chartered Accountant certificate for the Annual financial turnover showing Profit & Loss.
5	The owner, Proprietor or Partner(s) or Employee of company should have valid registration with Council of Architecture.	The owner, Proprietor or Partner(s) of company should have valid registration with Council of Architecture.	Valid Registration certificate with Council of Architecture.

**Note:**



1. Any entity which has been barred by the Central/State Government, or any entity controlled by them from participating in any project and the bar subsists as on the date of Application, would not be eligible to submit an Application, individually. An Applicant should, in the last three years from the last day of submission of Application, have neither failed to perform on any contract, as evidenced by imposition of a penalty by an arbitral or judicial authority or a judicial pronouncement or arbitration award against the Applicant, nor been expelled from any project or contract nor have had any contract terminated for breach by such Applicant/ Consortium member.
2. The firm has a valid working license (not expired) and a valid registration on certificate showing that the company is legally established under the law of government of India.
3. The Firm should be qualified and not black listed by any government department / agencies.
4. The Applicant Firms should have executed similar nature of project as mentioned in India only.
5. The applicant should not be under liquidation, court receivership or similar proceedings.

#### **6. FIRM'S RESPONSIBILITY BEFORE PROPOSAL SUBMISSION**

- a. The Applicant shall be responsible for all the costs associated with the preparation of the Proposal and participation in the selection process. IPR will not be responsible or in any way liable for such costs, regardless of the conduct or outcome of the selection process.
- b. The Applicant shall ensure that the application is complete in all respects and conforms to all requirements indicated in the document. Incomplete applications are liable for rejection.

## **PART-B: Documents to be submitted by applicant for proof of Eligibility**

संभावित आवेदक सभी पात्रता मानदंडों को पूरा करने और आवेदन / दस्तावेज जमा करने से पहले आवश्यक सभी दस्तावेजों के कब्जे में खुद को संतुष्ट करेगा। आवेदन पत्र भरने की अवधि के भीतर इच्छुक एजेंसियों को निम्नलिखित सूचियों के अनुसार दस्तावेजों को भरना और संलग्न करना आवश्यक है

Prospective Applicants shall satisfy themselves of fulfilling all the eligibility criteria and in possession of all the documents required before submission of document. The interested applicant are required to submit the documents as per following lists within the period of application submission.

**निम्नलिखित दस्तावेजों को जमा किया जाना है , जमा ना करने पर आवेदक (सलाहकार) को अस्वीकार कर दिया जाएगा।**

**The following documents shall be submitted failing which the Applicant (Consultants) are liable to be rejected.**

**Note: The Applicant (Consultants) are requested to fill up the facts & figure in the prescribed format. Simply filling like Yes or No shall not be accepted.**

1	Proof of Eligibility Criteria No. 1, Work orders & Completion certificates.
2	Proof of Eligibility Criteria No.2, Annexure Form “L”- Form of Bankers Certificate from a scheduled Bank
3	Proof of Eligibility Criteria No.3 & 4 - Annexure -Form “A”: Financial information, Chartered Accountant certificate for the Annual financial turnover showing Profit & Loss
4	Proof of Eligibility Criteria No.5, Valid Registration certificate with Council of Architecture.
5	Letter of Transmittal as per Format given in this document.
6	Form “A”: Financial information, Chartered Accountant certificate for the Annual financial turnover showing Profit & Loss
7	Form “B” Details of all Consultancy works completed during last 7 years ending last day of submission of Application. No works shall be left out.  Completion certificates and Work Order issued by the authority concerned to establish work on hand shall be uploaded.
8	Performance Reports as per Form-“D” for works mentioned in Eligibility criteria 1.
9	Form “E”- Organizational Structure

10	Annexure Form “F”: Details of available In House services
11	Annexure Form “G” Details of Associate firms for which In-house service is not available.
12	Form “H” Details of Technical & Administrative Personnel available with the firm
13	Form 'J' Details of Office equipment available with the firm.
14	Form “K” Form of Curriculum Vitae (CV) of Key Personnel
15	Form “L”: Form of Banker’s Certificate from a Scheduled Bank
16	Form “T”- NEFT/RTGS Mandate Form for Payment as per Format given.
17	Integrity Pact – letter from Applicant to the Institute as per format in Document.
18	PAN (Permanent Account Number) Registration / TAN Registration details
19	GST Registration Certificate
20	Additional documents if any to meet the eligibility criteria

Note:

1. The applicant may furnish any additional information, which they think necessary to establish their eligibility and capability to successfully complete the envisaged work. If any information furnished by the applicant is found incorrect at a later stage, they shall be liable to be debarred from participating /taking up of work in IPR. IPR reserves the right to verify the particulars furnished by the applicant independently and reject any application without assigning any reason. Prospective Applicant shall satisfy themselves of fulfilling all the eligibility criteria before submission of the Application. The Institute reserves the right to not consider the documents of the applicant not fulfilling the stipulated criteria.
2. It is binding on the applicant to fill the data required for assessment of eligibility criteria. The technical evaluation shall be done based on the data provided and the relevant documents submitted to support the same. In case where the relevant information is not filled in the submitted sheets/document, the supporting documents shall not be considered in evaluation. Therefore the applicant in their own interest shall fill all the relevant information in and submit relevant documents.. IPR may ask for clarification and submission of documents in support of documents/information already submitted.

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The above document shall be evaluated for criteria for Eligibility. After evaluation of applications based on the criteria for Eligibility above, a list of qualified applicant shall be prepared, who meets criteria for Eligibility, and they shall be empanelled for a period of three years with the Institute.

The inquiry / inquires shall be sent to the empanelled consultant / Architect along with terms and conditions as and when the requirement arises by the Institute.

**Formats to be submitted by the Applicants.**

**LETTER OF TRANSMITTAL**

**From:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

To  
Chairman I-CDC,  
Institute for Plasma Research,  
Bhat,  
Gandhinagar – 382428

Kind Attention: The Chairperson, I-CDC

**Subject:** Empanelment of Consultant/Architect for providing comprehensive Consultancy services Architectural, Civil & Structural, PH (Plumbing & Sanitary), Electrical, HVAC, Fire Detection, Fire protection, Fighting & Safety, Interior, Mechanical Acoustic, obtaining Statutory Permissions etc.) for likely new projects in future for Conventional RCC Buildings / Shed Building/Pre-Engineered Building with Utility Services and also for Addition & Alteration design related works in existing buildings for a period of 3 (Three) years for

1. Cost of Construction works up to Rs. 100 Lakhs
2. Cost of Construction works up to Rs. 200 Lakhs

Reference: **Notice No.:** IPR / TN / CIVIL-PR/ EMP /1/ 2021

Sir / Madam,

Having examined the details given in press Notice and Empanelment document for the above work, I/We hereby submit the document and other relevant information.

1. I hereby apply for Cost of 1. Construction works up to Rs. 100 Lakhs or 2. Cost of Construction works up to Rs. 200 Lakhs (Please strike of whichever is not applicable).
2. I/We hereby certify that all the statements made and information supplied in the enclosed forms “A” to “L” and accompanying statement are true and correct.
3. I/We have furnished all information and details necessary for eligibility and have no further pertinent information to supply.
4. I/We submit the requisite certified solvency certificate and authorise the Institute to approach the Bank issuing the solvency certificate to confirm the correctness thereof.

5. I/We also authorize IPR officials to approach individuals, employers, firms and corporation to verify our competence and general reputation.

6. I/We submit the following documents/certificates in support of our Eligibility for having successfully completed the following works:

Sr.No	Name of work	Certified by/from

It is certified that the information given in the enclosed application are correct. It is also certified that I / We shall be liable to be debarred, disqualified / cancellation of enlistment in case any information furnished by me / us is found to be incorrect.

Enclosures.

Seal of applicant

Date of submission:--

Signature(s) of Applicant(s)

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**FORM "A"**  
**FINANCIAL INFORMATION**

- I. Financial Analysis** - Details to be furnished duly supported by figures in balance sheet/profit and loss account for the last five years duly certified by the Chartered Accountant.

Particulars	Financial Year				
	2015-16	2016-17	2017-18	2018-19	2019-20
i) Gross Annual turnover on consultancy work Rs. (In Lakhs)					
ii) Net Profit/Loss (In case of Loss, figure should be entered with negative sign) Rs. (In Lakhs)					

Signature of Chartered Accountant with seal

Signature of Applicant(s)

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**FORM 'B'**

**DETAILS OF ALL WORKS OF SIMILAR NATURE OF ASSIGNMENT  
COMPLETED DURING THE LAST SEVEN YEARS ENDING LAST DAY OF  
SUBMISSION OF APPLICATIONS**

<b>SIMILAR NATURE OF ASSIGNMENT COMPLETED</b>				
<b>Sr.No</b>	<b>Description</b>	<b>1</b>	<b>2</b>	<b>...</b>
1	Name of work /project and location			
2	Name & Address of Employer/ organisation			
3	Cost of work in Rs. Crores			
4	Date of commencement as per contract			
5	Stipulated date of completion			
6	Actual date of completion			
7	Litigation /arbitration pending /in progress with details*			
8	Name and address/ telephone number of officer to whom reference may be made.			
9	Remarks / Scope of consultancy contract.			

\*Indicate gross amount claimed and amount awarded by the Arbitrator.

Signature of Applicant(s) with date & seal

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**FORM 'C'**

**PROJECTS UNDER EXECUTION (Ongoing works)**

<b>Sr.No</b>	<b>Description</b>	<b>1</b>	<b>2</b>	<b>...</b>
1	Name of work /project and location			
2	Name & Address of Employer/ organisation			
3	Cost of work in Rs. Crores			
4	Date of commencement as per contract			
5	Stipulated date of completion			
6	Up to date percentage progress of work			
7	Name and address/ telephone number of officer to whom reference may be made.			
8	Remarks / Scope of consultancy contract.			

Signature of Applicant(s) with date & seal

  
  
  
  
  
  
  
  
  
  

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**FORM'D'**

**PERFORMANCE REPORT OF WORKS FOR COMPLETED WORK OF**

**ELIGIBILITY CRITEIRA - 1**

<b>Sl No</b>	<b>DETAIL</b>	<b>INFORMATION</b>
1	Name of work/Project & Location.	
2	Agreement No	
3	Estimated Cost	
4	Tendered Cost	
5	Date of start	
6	Date of Completion  (i)Stipulated date of completion  (ii)Actual date of completion	
7	Amount of compensation levied for delayed completion, if any.	
8	<b>Overall performance of the consultants</b>	<b>Excellent / Very Good / Good / Satisfactory/ Average / Fair / Unsatisfactory / Poor</b>

Dated:

Signature of Executive engineer / Client

**FORM "E"**  
**ORGANIZATIONAL STRUCTURE**

<b>1</b>	Name & Address of the applicant:		
<b>2</b>	Telephone No./Telex No./Fax No/Email/ Website		
<b>3</b>	Legal status of the applicant (attach copies of original document defining the legal status) i. A firm in proprietary / partnership (or similar) ii. A limited company / Corporation (or similar)		
<b>4</b>	Particulars of registration with various Government bodies (attach attested photocopy)	Organization /Place of registration.	Regis tratio
<b>5</b>	Names and Titles of Director & Officers with designation to be concerned with this work:		
<b>6</b>	Designation of individuals authorized to act for the organization.		
<b>7</b>	Was the applicant ever required to suspend assignment for a period of more than six months continuously after you commenced the assignment? If so, give the name of the project and reasons of suspension of work.		
<b>8</b>	Has the applicant or any constituent partner in case of partnership firm, ever abandoned the awarded work before its completion? If so, give name of the project and reasons for abandonment.		
<b>9</b>	Has the applicant, or any constituent partner in case of partnership firm, ever been debarred / black listed for tendering in any organization at any time? If so, give details.		
<b>10</b>	Has the applicant, or any consultant partner in case of partnership firm, ever been convicted by a court of law? If so, give details		
<b>11</b>	In which fields of Consultancy assignment the applicant has specialization and interest?		
<b>12</b>	Details of Association/tie-ups with Indian Partner [in case of Foreign Consultancy firm]		
<b>13</b>	Details of Association/tie-ups with Foreign Partner [in case of Indian Consultancy firm]		
<b>14</b>	Any other information considered necessary but not included above.		

Signature of Applicant(s) with date & seal

**FORM 'F'**  
**DETAILS OF AVAILABLE IN HOUSE SERVICE**

Sr.No	DESCRIPTION	AVAILABILITY OF IN-HOUSE SERVICES (STRIKE OUT WHICHEVER IS NOT AVAILABLE)
1	ARCHITECTURAL-CIVIL	YES / NO
2	STRUCTURAL ENGG	YES / NO
3	PUBLIC HEALTH ENGINEERING	YES / NO
4	ELECTRICAL	YES / NO
5	MECHANICAL	YES / NO
6	HVAC	YES / NO
7	ACOUSTIC & SOUND SYSTEM	YES / NO
8	FIREFIGHTING/ENGG	YES / NO
9	LANDSCAPING	YES / NO
10	INTERIORS	YES / NO
11	LAN & NETWORKING	YES / NO
12	IBMS	YES / NO
13	OBTAINING STATUTORY CLEARANCES.	YES / NO

**FORM 'G'**  
**DETAILS OF PROPOSED ASSOCIATE SERVICES FOR WHICH INHOUSE  
SERVICE IS NOT AVAILABLE**

<b>Sr. No.</b>	<b>PROPOSED ASSOCIATE FOR</b>	<b>NAME &amp; ADDRESS OF ASSOCIATE PROPOSED</b>	<b>YEARS OF EXPERIENCE</b>	<b>YEARS OF ASSOCIATIO N WITH THE PRIME CONSULTANT</b>
1	ARCHITECTURAL- CIVIL			
2	STRUCTURAL ENGG			
3	PUBLIC HEALTH ENGINEERING			
4	ELECTRICAL			
5	MECHANICAL			
6	HVAC			
7	ACOUSTIC			
8	FIREFIGHTING/ ENGG			
9	LANDSCAPING			
10	INTERIORS			
11	LAN & NETWORKING			
12	IBMS			
13	OBTAINING STATUTORY CLEARANCES.			

**FORM'-H'**

**DETAILS OF TECHNICAL & ADMINISTRATIVE PERSONNEL AVAILABLE WITH THE FIRM**

S r. N o	Designati on	Experience	Tota l Num ber	Num ber avail able for this wor k	Name	Qual ifica tions	Professi onal experien ce and details of work carried out	How these would be involv ed in this work	Since when associat ed with firm	Rema rks
1	2		3	4	5	6	7	8	9	10
	Designer	>= 10 years								
		>=5 years <10 years								
		<5 years								
	Engineer	>= 10 years								
		>=5 years <10 years								
		<5 years								
	Draftsma n	>=5 years								
		<5 years								
	Quantity Surveyor	>=5 years								
		<5 years								
	Administ rative									
	Others									

**FORM 'J'**

DETAILS OF OFFICE EQUIPMENT AVAILABLE WITH THE FIRM

Sr No	Name of Equipment	Nos.	Capacity or Type	Age	Condition	Ownership status			Current Location	Remarks
						Presently owned	Leased	To be purchased		
1	2	3	4	5	6	7	8	9	10	11
A	<p><b><u>1. Hardware</u></b>                      i) Computer                      ii) Plotters                      etc</p> <p><b><u>2.SOFTWAR</u></b>  <b><u>E</u></b>                      (Please mention the software proposed to be used in this work)</p>									
2	<p><b>Other Office Equipment</b>                      .                      (Please mention the equipment proposed to be used in this work)</p>									

**FORM 'K'**

**PROFESSIONAL EXPERIENCE OF KEY PERSONNEL**

<b>SI NO</b>	<b>Detail</b>	
1	Name	
2	Date and place of birth:	
3	Nationality:	
4	Address (phone/fax/e-mail):	
5	Education: (i) Institutions: (ii) From (month/year (iii) To (month/year)	
6	Degree:	
7	Mother Tongue :	
8	Language known :	
9	Membership of professional bodies:	
10	Other skills (e.g. computer literacy, etc.):	
11	Present position:	
12	Years of professional experience	
13	Key qualifications:	
14	Specific experience Date: From - To (i) Brief description	



**FORM “L”: FORM OF BANKER’S CERTIFICATE FROM A SCHEDULED BANK**

This is to certify that to the best of our knowledge and information that M/s. \_\_\_\_\_ (with address ) a customer of our bank are / is respectable and can be treated as good for any engagement up to a limit of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_).

This certificate is issued without any guarantee or responsibility on the bank or any of the officers.

(Signature)  
For the Bank

**NOTE:**

1. Bankers certificates should be on letter head of the Bank.
2. In case of partnership firm, certificate should include names of all partners as recorded with the Bank.

# Form "I" Mandate Form

## MANDATE FORM FOR ELECTRONIC PAYMENT THROUGH RTGS/NEFT/ECS

To,  
**Accounts officer,**  
**Institute for Plasma Research**  
**Near Indira Bridge, Bhat**  
**Gandhinagar - 382 428**

Dear Sir,

**Sub:** Authorization for release of Payment due from **Institute for Plasma Research** through Electronic fund transfer RTGS/NEFT/ECS

**(Please fill in the information in CAPITAL LETTERS. Please TICK wherever it is applicable)**

1. Name of the Party : .....

2. Address of the Party : .....

.....

.....

City:.....Pin Code:.....

E-mail Id:.....

Permanent Account Number:.....

3. Particulars of Bank :

Bank Name		Branch Name	
Branch Place		Branch City	
Pin Code		Branch Code	
MICR NO			
(9 Digits code number appearing on the MICR Band of the Cheque supplied by the Bank. Please attach Xerox copy of a cheque of your bank for ensuring accuracy of the bank name, branch name and code number)			
Account Type	Savings	Current	Cash Credit
Account Number(as appearing in the Cheque Book)			
RTGS / IFSC Code			

4. Date from which the mandate should be effective:

I hereby declare that the particulars given above are correct and complete. If any transaction is delayed or not effected for reasons of incomplete or incorrect information, **IPR** shall not hold responsible. I also undertake to advise any change in the particulars of my account to facilitate updation of records for purpose credit of amount through RTGS /NEFT/ECS

Place :

Date : \_\_\_\_\_ Signature of the Party / Authorized Signatory

Certified that particulars furnished above are correct as per our Records

Bank's Stamp :

Date : \_\_\_\_\_ (Signature of the Authorized Official from the Bank)

**N.B : RTGS Charges, if any, will be borne by the Party**

## Integrity Pact.

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To,

\_\_\_\_\_  
\_\_\_\_\_

Subject : Notice No. \_\_\_\_\_ for the work

\_\_\_\_\_

Dear Sir,

It is hereby declared that Institute For Plasma Research is committed to follow the principle of transparency, equity and competitiveness in public procurement.

The subject Notice Inviting is an invitation to offer made on the condition that the Applicant will sign the integrity Agreement, which is an integral part of Application, failing which the Applicant will stand disqualified from the process and the application of the applicant would be summarily rejected.

This declaration shall form part and parcel of the Integrity Agreement and signing of the same shall be deemed as acceptance and signing of Integrity Agreement on the behalf of Institute for Plasma Research.

Yours faithfully,

Chairman ICDC, IPR

## Integrity Pact

To,  
Chairman ICDC, IPR

Subject : Submission of Application for the work of

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Dear Sir,

I/We acknowledge that Institute for Plasma Research is committed to follow the principles thereof as enumerated in the Integrity Agreement enclosed with the Application document.

I/We agree that the Notice Inviting Application is an invitation to offer made on the condition that I/We will sign the enclosed integrity Agreement, which is an integral part of Empanelment documents, failing which I /We will stand disqualified from the selection process. I/We acknowledge that THE MAKING OF THE APPLICATION SHALL BE REGARDED AS AN UNCONDITIONAL AND ABSOLUTE ACCEPTANCE OF THIS CONDITION OF THE NOTICE.

I/We confirm acceptance and compliance with the Integrity Agreement in letter and spirit and further agree that execution of the said Integrity Agreement shall be separate and distinct from the main contract, which will come into existence when Application is finally accepted by Institute for Plasma Research. I/We acknowledge and accept the duration of the Integrity Agreement, which shall be in the line with Article 1 of the enclosed Integrity Agreement.

I/We acknowledge that in the event of my /our failure to sign and accept the Integrity Agreement, while submitting the application , IPR shall have unqualified, absolute and unfettered right to disqualify the Applicant and reject the application in accordance with terms and conditions of the Empanelment Document.

Yours faithfully,

(Duly Authorized signatory of the Applicant)

**To be signed by the Applicant and same signatory competent / authorized to sign the relevant contract on behalf of IPR**

**INTEGRITY AGREEMENT**

This Integrity Agreement is made at ..... on this .....day of .....20.....

**BETWEEN**

Director,IPR represented through Chairman ICDC Institute for Plasma Research, Bhat Gandhinagar-382428.....

....., (Hereinafter referred as the '**Principal/Owner**', which expression shall unless repugnant to the meaning or context hereof include its successors and permitted assigns)

**AND**

.....  
.....

(Name and Address of the Individual/firm/Company)

through .....

.....(Hereinafter referred to as the  
(Details of duly authorized signatory)

**"Applicant/Consultant"** and which expression shall unless repugnant to the meaning or context hereof include its successors and permitted assigns).

**Preamble**

WHEREAS the Principal / Owner has floated the Application (NIT No. ....) (hereinafter referred to as "Application ") and intends to award, under laid down organizational procedure, contract for

.....

.....  
(Name of Work)

hereinafter referred to as the "Contract".

AND WHEREAS the Principal/Owner values full compliance with all relevant laws of the land, rules, regulations, economic use of resources and of fairness/transparency in its relation with its Applicant(s), and Contractor(s).

AND WHEREAS to meet the purpose aforesaid both the parties have agreed to enter into this Integrity Agreement (hereinafter referred to as "Integrity Pact" or "Pact"), the terms and conditions of which shall also be read as integral part and parcel of the Application and Contract between the parties.

NOW, THEREFORE, in consideration of mutual covenants contained in this Pact, the parties hereby agree as follows and this Pact witnesses as under:

**Article 1: Commitment of the Principal/Owner**

(1) The Principal/Owner commits itself to take all measures necessary to prevent corruption and to observe the following principles:

(a) No employee of the Principal/Owner, personally or through any of his/her family members, will in connection with the Application, or the execution of the Contract, demand, take a promise for or accept, for self or third person, any material or immaterial benefit which the person is not legally entitled to.

(b) The Principal/Owner will, during the process, treat all Applicant (s) with equity and reason. The Principal/Owner will, in particular, before and during the process, provide to all Applicant (s) the same information and will not provide to any Applicant(s) confidential / additional information through which the Applicant(s) could obtain an advantage in relation to the Application process or the Contract execution.

(c) The Principal/Owner shall endeavour to exclude from the Application process any person, whose conduct in the past has been of biased nature.

(2) If the Principal/Owner obtains information on the conduct of any of its employees which is a criminal offence under the Indian Penal code (IPC)/Prevention of Corruption Act, 1988 (PC Act) or is in violation of the principles herein mentioned or if there be a substantive suspicion in this regard, the Principal/Owner will inform the Chief Vigilance Officer and in addition can also initiate disciplinary actions as per its internal laid down policies and procedures.

**Article 2: Commitment of the Applicant (s)/ Consultant(s)**

(1) It is required that each Applicant / Consultant (including their respective officers, employees and agents) adhere to the highest ethical standards, and report to the Government / Department all suspected acts of fraud or corruption or Coercion or Collusion of which it has knowledge or becomes aware, during the process and throughout the negotiation or award of a contract.

(2) The Applicant/ Consultant(s) commits himself to take all measures necessary to prevent corruption. He commits himself to observe the following principles during his participation in the process and during the Contract execution:

(a) The Applicant/ Consultant(s) will not, directly or through any other person or firm, offer, promise or give to any of the Principal/Owner's employees involved in the process or execution of the Contract or to any third person any material or other benefit which he/she is not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the process or during the execution of the Contract.

(b) The Applicant/ Consultant(s) will not enter with other Applicant (s) into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of application or any other actions to restrict competitiveness or to cartelize in the application process.

(c) The Applicant/ Consultant (s) will not commit any offence under the relevant IPC/PC Act. Further the Applicant/ Consultant (s) will not use improperly, (for the purpose of competition or personal gain), or pass on to others, any information or documents provided by the Principal/Owner as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.

(d)The Applicant/ Consultant (s) of foreign origin shall disclose the names and addresses of agents/representatives in India, if any. Similarly Applicant/ Consultant(s) of Indian Nationality shall disclose names and addresses of foreign agents/representatives, if any. Either the Indian agent on behalf of the foreign principal or the foreign principal directly could participate in a application process but not both. Further, in cases where an agent participate in a process on behalf of one manufacturer, he/she shall not be allowed to quote on behalf of another manufacturer along with the first manufacturer in a subsequent/parallel application for the same item.

(e) The Applicant/ Consultant(s) will, when presenting his application, disclose any and all payments he/she has made, is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the Contract.

(3) The Applicant/ Consultant(s) will not instigate third persons to commit offences outlined above or be an accessory to such offences.

(4) The Applicant/ Consultant(s) will not, directly or through any other person or firm indulge in fraudulent practice means a willful misrepresentation or omission of facts or submission of fake/forged documents in order to induce public official to act in reliance thereof, with the purpose of obtaining unjust advantage by or causing damage to justified interest of others and/or to influence the procurement process to the detriment of the Government interests.

(5) The Applicant/ Consultant(s) will not, directly or through any other person or firm use Coercive Practices (means the act of obtaining something, compelling an action or influencing a decision through intimidation, threat or the use of force directly or indirectly, where potential or actual injury may befall upon a person, his/ her reputation or property to influence their participation in the application process).

### **Article 3: Consequences of Breach**

Without prejudice to any rights that may be available to the Principal/Owner under law or the Contract or its established policies and laid down procedures, the Principal/Owner shall have the following rights in case of breach of this Integrity Pact

by the Applicant/ Consultant(s) and the Applicant/ Consultant accepts and undertakes to respect and uphold the Principal/Owner's absolute right:

(1) If the Applicant/ Consultant(s), either before award or during execution of Contract has committed a transgression through a violation of Article 2 above or in any other form, such as to put his reliability or credibility in question, the Principal/Owner after giving 14 days notice to the contractor shall have powers to disqualify the Applicant/ Consultant (s) from the process or terminate/ determine the Contract, if already executed or exclude the Applicant/ Consultant from future contract award processes. The imposition and duration of the exclusion will be determined by the severity of transgression and determined by the Principal/Owner. Such exclusion may be forever or for a limited period as decided by the Principal/Owner.

(2) Forfeiture of EMD/Performance Guarantee/Security Deposit: If the Principal/Owner has disqualified the Applicant/ from the process prior to the award of the Contract or terminated/determined the Contract or has accrued the right to terminate/determine the Contract according to Article 3(1), the Principal/Owner apart from exercising any legal rights that may have accrued to the Principal/Owner, may in its considered opinion forfeit the entire amount of Earnest Money Deposit, Performance Guarantee and Security Deposit of the Applicant/ Consultant.

(3) Criminal Liability: If the Principal/Owner obtains knowledge of conduct of a Applicant/ or Contractor, or of an employee or a representative or an associate of a Applicant/ or Consultant which constitutes corruption within the meaning of IPC Act, or if the Principal/Owner has substantive suspicion in this regard, the Principal/Owner will inform the same to law enforcing agencies for further investigation.

#### **Article 4: Previous Transgression**

(1) The Applicant/ declares that no previous transgressions occurred in the last 5 years with any other Company in any country confirming to the anticorruption approach or with Central Government or State Government or any other Central/State Public Sector Enterprises in India that could justify his exclusion from the process.

(2) If the Applicant/ makes incorrect statement on this subject, he/she can be disqualified from the process or action can be taken for banning of business dealings/ holiday listing of the Contractor as deemed fit by the Principal/ Owner.

(3) If the Applicant/ Consultant can prove that he/she has resorted / recouped the damage caused by him and has installed a suitable corruption prevention system, the Principal/Owner may, at its own discretion, revoke the exclusion prematurely.

#### **Article 5: Equal Treatment of all Applicant//Contractors/Subcontractors**

(1) The Applicant/Consultant (s) undertake(s) to demand from all subcontractors a commitment in conformity with this Integrity Pact. The Applicant/ Consultant shall



be responsible for any violation(s) of the principles laid down in this agreement/Pact by any of its Subcontractors/sub-vendors.

(2) The Principal/Owner will enter into Pacts on identical terms as this one with all Applicant/ and Consultant.

(3) The Principal/Owner will disqualify applicants, who do not submit, the duly signed Pact between the Principal/Owner and the Applicant/, along with the Application or violate its provisions at any stage of the process. From the process.

#### **Article 6- Duration of the Pact**

This Pact begins when both the parties have legally signed it. It expires for the Contractor/Vendor 12 months after the completion of work under the contract or till the continuation of defect liability period, whichever is more and for all other Applicant/, till the Contract has been awarded.

If any claim is made/lodged during the time, the same shall be binding and continue to be valid despite the lapse of this Pacts as specified above, unless it is discharged/determined by the Competent Authority, IPR.

#### **Article 7- Other Provisions**

(1) This Pact is subject to Indian Law, place of performance and jurisdiction is the Headquarters of the Division of the Principal/Owner, who has floated the Application.

(2) Changes and supplements need to be made in writing. Side agreements have not been made.

(3) If the Contractor is a partnership or a consortium, this Pact must be signed by all the partners or by one or more partner holding power of attorney signed by all partners and consortium members. In case of a Company, the Pact must be signed by a representative duly authorized by board resolution.

(4) Should one or several provisions of this Pact turn out to be invalid; the remainder of this Pact remains valid. In this case, the parties will strive to come to an agreement to their original intentions.

(5) It is agreed term and condition that any dispute or difference arising between the parties with regard to the terms of this Integrity Agreement / Pact, any action taken by the Owner/Principal in accordance with this Integrity Agreement/ Pact or interpretation thereof shall not be subject to arbitration.

#### **Article 8- LEGAL AND PRIOR RIGHTS**

All rights and remedies of the parties hereto shall be in addition to all the other legal rights and remedies belonging to such parties under the Contract and/or law and the same shall be deemed to be cumulative and not alternative to such legal rights and remedies aforesaid. For the sake of brevity, both the Parties agree that this Integrity Pact will have precedence over the Application /Contact documents with regard any of the provisions covered under this Integrity Pact.

IN WITNESS WHEREOF the parties have signed and executed this Integrity Pact at the place and date first above mentioned in the presence of following witnesses:

.....  
(For and on behalf of Principal/Owner)

.....  
(For and on behalf of Applicant/Consultant)

WITNESSES:

1. ....  
(Signature, name and address)

2. ....  
(Signature, name and address)

Place:

Dated:

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## **PART- F -**

### **Application Evaluation Process**

On opening of applications, further detailed scrutiny / evaluation will be carried out. During the evaluation of applications, the documents furnished by the Applicant will be scrutinized in detail. Any application, found as not fulfilling the eligibility criteria will be summarily rejected and such offers will not be considered for further processing.

The Applicant who satisfies the eligibility criteria mentioned as above shall be considered as technically qualified and eligible for further processing.

Those applicants who fulfill all the above shall be empanelled under respective category for period of three years. Institute shall intimate the applicants regarding their empanelment.

The inquiry / inquires shall be sent to the empanelled consultant / Architect along with terms and conditions and when requirement arises