

SHRI VAISHNAV VIDYAPEETH VISHWAVIDYALAYA

INVITING APPLICATIONS FOR EMPANELMENT OF ARCHITECTS / ARCHITECTURAL CONSULTANCY FIRMS

1. INTRODUCTION

Shri VaishnavVidyapeethVishwavidyalaya (SVVV), Indore, Madhya Pradesh, invites applications from reputed and experienced Architectural Consultancy Firms/Architects for empanelment and appointment as Architectural Consultants for the planning, design, tendering, supervision and project management of the following proposed projects:

1. Indoor Stadium and Sports Complex
2. Students' Hostels (Boys and Girls)
3. Faculty Housing / Residential Quarters
4. Other academic, administrative and infrastructure projects as may be assigned by the University from time to time.

The empanelment shall be valid for a period of three (03) years, extendable based on satisfactory performance and requirements of the University.

2. SCOPE OF SERVICES

The selected Architect/Consultant shall provide comprehensive architectural and engineering consultancy services including but not limited to:

A. Pre-Design and Planning

- Site analysis and feasibility studies.
- Preparation of concept plans and master planning.
- Space programming and area statements.
- Cost estimation and project budgeting.

B. Design Services

- Architectural design and detailed drawings.
- Structural design through associated consultants.
- Electrical, HVAC, Plumbing, Fire Fighting, ELV and other service designs.
- Green building and sustainability considerations.
- Compliance with National Building Code (NBC), local development regulations and statutory requirements.

C. Tendering Services

- Preparation of detailed estimates and BOQs.
- Preparation of tender documents.

- Assistance in bid evaluation and contractor selection.

D. Construction Phase Services

- Periodic site inspections.
 - Approval of shop drawings and material specifications.
 - Quality monitoring and progress review.
 - Certification of contractor bills.
 - Assistance in project completion and handing over.
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3. EXPERIENCE REQUIREMENTS

The applicant should have successfully completed during the last ten (10) years:

Category A – Institutional Projects

At least:

- Three institutional projects of minimum 10,000 sq. m. built-up area each; OR
- Two institutional projects costing not less than INR 25 Crores each.

Category B – Residential/Hostel Projects

At least:

- Two hostel or residential housing projects accommodating more than 200 residents; OR
- Two residential projects with built-up area exceeding 8,000 sq. m.

Category C – Sports Infrastructure

Preference shall be given to applicants having experience in:

- Indoor stadiums,
 - Sports complexes,
 - Multipurpose sports halls,
 - University sports facilities.
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4. FINANCIAL ELIGIBILITY

1. Average annual professional consultancy turnover during the last three financial years shall not be less than INR 1 Crore.
2. The firm should have positive net worth during the last three financial years.
3. The firm should not have been blacklisted by any Government Department, PSU, Autonomous Institution or University.

5. TECHNICAL TEAM REQUIREMENTS

The firm should have access to qualified professionals including:

- Principal Architect
- Structural Engineer
- MEP Consultant
- Electrical Engineer
- Plumbing and Fire Fighting Consultant
- Landscape Architect
- Quantity Surveyor
- Project Management Expert
- Green Building/Sustainability Consultant

The University may seek proof of availability of key personnel.

6. DOCUMENTS TO BE SUBMITTED

Applicants shall submit:

1. Covering Letter.
 2. Firm Profile.
 3. Registration Certificate of Firm.
 4. COA Registration Certificate of Architect(s).
 5. PAN, GST Registration and Income Tax Returns.
 6. Audited Financial Statements for the last three years.
 7. Details of completed and ongoing projects.
 8. Work orders and completion certificates.
 9. List of key professionals.
 10. Client references and testimonials.
 11. Declaration regarding non-blacklisting.
 12. Any other supporting documents considered relevant.
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7. EVALUATION CRITERIA

Applications shall be evaluated based on:

Criteria	Marks
Firm Experience	25
Similar Project Experience	30
Qualifications and Strength of Technical Team	20
Financial Capacity	10
Presentation and Approach Methodology	15
Total	100

Only applicants securing the minimum qualifying score as determined by the University shall be empanelled.

8. GENERAL CONDITIONS

1. The University reserves the right to accept or reject any or all applications without assigning any reason.
2. Empanelment does not guarantee award of work.
3. Project-specific appointments may be made from the empanelled consultants through limited competition, presentation or direct nomination.
4. Consultants shall maintain confidentiality of all project information.
5. All disputes shall be subject to the jurisdiction of courts at Indore, Madhya Pradesh.
6. The University may seek additional information, presentations or clarifications at any stage.