

Fisheries Department Haryana
Bays No. 31-32, Sector-4, Panchkula

e-Tender Notice

Subject:- E-tender for engagement of Project Monitoring Unit (PMU).

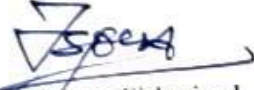
For and on behalf of Director Fisheries Haryana, e-tender is invited for the engagement of Project Monitoring Unit (PMU) regarding below mentioned work:-

Sr. No.	Name of the Project	Sanctioned Amount of the project (Rs. in lakh)	Cost of Tender Form (including all taxes (Amount in Rs.))	Earnest-Money (Rs. in lakh)
01	Establishment of Integrated Aqua Park at Village-Garwa, District- Bhiwani, Haryana Brief Description of work Preparation of site plan, detailed Architectural & Structural drawing and designs with detail estimates as per the DPR. To prepare tender documents and supervise whole tender floating process for the appointment of contractors/executing agency after proper bid evaluation. Full time supervision and monitoring of work including quality control and specifications of material and work during execution of the project. Prepare and submit completion/occupancy certificates, reports and drawings with all necessary approvals.	9890.00	1180/-	20.00

Critical Dates:

Date of issue of tender notice	01-12-2023
Period of downloading of bidding documents	01-12-2023 10:00 AM to 18-12-2023 upto 16:00 PM
Online bid submission Start Date	01-12-2023 from 10:30 AM.
Online bid submission end date	18-12-2023 upto 16:00 PM
Date and timing of opening of online technical bids	19-12-2023 at 11:00 AM in the office of the Director Fisheries Haryana, Panchkula.
Date and timing of opening of online financial bids	28-12-2023 at 11:00 AM in the office of the Director Fisheries Haryana, Panchkula.
Hardcopy and its related covering system	Hardcopy shall be obtained only from the bidders who have qualified the technical bid.

The Bidding documents Consisting of qualifying information, eligibility criteria, specifications, set of terms and conditions of contract and other details can be seen/downloaded from the departmental website [https:// www.harfish.gov.in](https://www.harfish.gov.in).


Deputy Director Fisheries-I
For: Director Fisheries Haryana
Panchkula

FISHERIES DEPARTMENT HARYANA

Appointment of ‘Project Management Unit’

for

**Establishment of Integrated Aqua-Park- Centre of
Excellence for Development of saline Affected Areas in
Village – Garwa Distt. Bhiwani**

**Director Fisheries Haryana
Address: Bays No. 31-32, Sector-4,
Panchkula,
Phone No. 0172-2565743
Email id: fisheries@hry.nic.in
(07-11-2023)**

In order to develop the saline affected areas for the shrimp culture in the state of Haryana, the Government of Haryana has proposed to establish an Integrated Aqua Park-Centre of Excellence in village–Garwa, District- Bhiwani which was approved by Govt. of India. The total cost of the project approved by the Govt. of India Rs. 9890.00 lakh, comprising civil work of Rs. 8252.00 lakh. The land parcel measuring approximately 24 Acre is already allotted for this project. The major components of this Aqua park are as under:

Shrimp culture farm, Re-circulatory Aquaculture System (RAS), Biofloc demonstration culture unit, Effluent treatment plant, Water and Soil testing laboratory, Micro-biology Laboratory, Disease diagnostic laboratory, Feed Testing laboratory, Quality control Laboratory, Advance feed Mill, Processing unit, Rain water harvest unit etc.

Department is looking for the PMU which must be an expert an Aquaculture having specialization in the field of Architectural-cum Structural designing especially in Aquaculture Engineering.

A. Scope of Work:-

- 1) Preparation of site plan, detailed Architectural & Structural drawing and designs as per the DPR.
- 2) To prepare tender documents and supervise whole tender floating process for the appointment of contractors/executing agency after proper bid evaluation.
- 3) Full time supervision and monitoring of work including quality control and specifications of material and work during execution of the project.
- 4) Prepare and submit completion/occupancy certificates, reports and drawings with all necessary approvals.
- 5) The detail of services required and schedule of work is given at **Annexure-1 and 2** respectively.

B. Time limit for completion of work

1. Submission of Detailed Drawing and Design:- 30 days
2. Preparation of Tender Document:- 21 days

The time line for the completion of the project is 14 months from the date allotment of the work to the executing agency/contractor. This time schedule shall be strictly adhered by the PMU. The PMU will be responsible for the claims raised by the Constructing Agency / Project Authority for delay in completion of the project.

Clause:-

1. The Earnest Money Deposit (EMD) of Rs. 20.00 lakh (Rupees: Twenty lakh only) shall be deposited by the PMU through online mode to Fisheries Department Haryana.
2. If the PMU not able to complete the assigned work, within the stipulated time frame, then a penalty of 0.5% per week, maximum upto 5% of the PMU tender bid value will be imposed upon them.

C. Conditions of Engagement

The expert of the PMU shall visit the site for inspection at the instance of the Fisheries Department, Haryana, to check that the works are being executed fully in accordance with the drawings and the specified quality of finish is being obtained. The PMU will ensure that work is carried out strictly in accordance with the drawings and specifications once they have been approved and accepted. Details of the Technical and Administrative personnel to be involved for the work to be submitted by PMU is given below:-

Sr. No.	Requirement /Designation	Total Number	Name	Qualification Minimum Required	Professional experience and details of work carried out	Remarks
1	2	3	4	5	6	7

1	Team Leader with Fisheries Background (Permanent Staff)					
2	Architect (Permanent Staff)					
3	Aquaculture Engineer (Permanent Staff)					
4	Quantity Surveyor (Permanent Staff)					
5	Landscape Consultant					
6	Structural Engineers					
7	Electrical Engineer & Fire Fighting Expert					
8	HVAC Engineers					
9	Public Health Engineer					
10	CA/Financial Consultant					

Note:- For column '6', the CVs of individuals to be attached.

Minimum Eligibility criteria

Proposals should include the following information:

- (i) The PMU Bidder should have successfully completed architectural and engineering Planning works of public building/institutional building of projects of similar nature executed for any State Fisheries Department/Agriculture Department/Veterinary Institution/Horticulture Department/Universities or any other State / Govt. Institution of cost more than 100 crores / during the last 10 years in the format given in **Annexure -3.**
- (ii) The PMU should have completed at least three projects of similar nature of minimum construction consultancy works value of Rs. 1.00 Crores during last three years i.e. from the year 2020-21 to 2022-23. These work

projects should have been completed in the Government / PSUs/Universities only.

- (iii) The PMU should have the average annual financial turnover of Rs. 200 Lakh in the last three financial years (the certificate from CA is to be attached). The bidder should have a positive net worth & profitable balance sheet of last 3 Financial Years. The Applicants/Bidder shall submit the Balance Sheet to support the claim.
- (iii) The composition of the team of personnel which the PMU would propose to provide and the tasks which would be assigned to each team member in in the above table.
- (v) The Joint Venture/ Consortium of the PMU is allowed to participate in the bid. The lead partner should have atleast 26% of the share and only the lead partner will deal with FISHERIES DEPARTMENT, HARYANA regarding the tender. The lead partner will not be changed at least for 1 year.
- (vi) The bidder should submit the panel of Curricula Vitae of the individual key staff members to be assigned the work and of the team leader who would be responsible for supervision of the team. The curricula vitae should be duly signed by the concerned personnel. The team interview would be taken up by the technical committee of FISHERIES DEPARTMENT, HARYANA. The relevant candidates would be selected from the panel of the Curricula Vitae of the individual human resource to be recruited.
- (vii) The bidder should not be insolvent, in receivership, bankrupt or being wound up, not have had their business activities suspended and not be the subject of legal proceedings for any of the foregoing. An undertaking by the bidder should be submitted.
- (viii) The bidder should have a valid PAN and GST Registration (copy of PAN

card and GST Registration certificate should be submitted by the bidder in the bid).

- (ix) The Bidder should not be backlisted/ debarred/ banned /terminated / Suspended / restricted currently or in last 5 years (even if the sanction / blacklist was subsequently withdrawn) by any state government, central government or any other public sector undertaking or a corporation or any agency or any multi-lateral / Bi-lateral donor body / Banks as on the date of this RFP. During the evaluation of the bids, if found so, the offer of such bidder will be rejected. The applicant must submit a duly notarized affidavit to this effect.
- (x) Only those Applicants who meet all the minimum eligibility criteria specified above shall qualify for further evaluation and who does not meet all the above minimum eligibility criteria will stand disqualified.

D. Co-ordination Committee (at site):-

In order to obtain first hand information on the assignment and to analyze the local conditions, it is considered desirable that representatives of the PMU would visit the site of Integrated Aqua Park at Village- Garwa, District- Bhiwani before submission of the proposal. The committee of following officers will co-ordinate with the PMU teams:-

- Deputy Director Fisheries, Hisar
- District Fisheries Officer, Bhiwani
- Assistant Engineer O/o Director Fisheries Haryana, Panchkula
- Concerned Section Officer

E. Review Committee:-

Review committee (to be restricted to three members) consisting of following officers of the Fisheries Department, Haryana will review all reports of PMU (Monthly, Quarterly and Annual Reports) and suggest any modifications/changes considered necessary within 15 days of receipt.

REVIEW COMMITTEE FORMATION

1. Director Fisheries, Panchkula.
2. A suitable officer deputed by the Administrative Department.
3. Joint Director (HQ), Panchkula.
4. Deputy Director (HQ), Panchkula.
5. District Fisheries Officer (HQ).
6. Account Officer (HQ).
7. Assistant Engineer O/o Director Fisheries Haryana, Panchkula.
8. Concerned Sectional Officer.

F. Payment Terms

The payment milestone for each of the services in the scope of work shall be in the following stages as mentioned below, consistent with the work done:

Stages	Description of Activities/Milestones	Payment%	Cumulative %
Stage 1	Detailed Design and drawings for tender	10%	10%
Stage 2	Bid Process Management for Identification Of Contractor/Executing agency	15%	25%
Stage 3	Construction Stage Activities		
	Working Drawings & Commissioning Construction Supervision	15% 15%	40% 55%
Stage 4	On Completion	30%	85%
	After defect liability of the buildings	15%	100%

G. EVALUATION AND SELECTION CRITERIA

1) General:

The PMU will be selected based on the total of weighted marks of technical bid & financial bid. There will be a marking system in financial & technical bid having 30% and 70% weight age respectively in a scale of 100 marks. Firm with the highest weighted marks after final evaluation will be selected.

2) **Selection Criteria:**

- (i) Rather than automatically accepting the lowest price, the tender evaluation process applies weighing for skills, quality, experience and previous performance in a manner to ensure value for money.
- (ii) To assess tenders, a system of criteria intended to encapsulate the competence of the tendering organization to undertake the project is used to rate the firm's bid.

Sl.	Technical Qualification Criteria	Marks
1.	Financial Capacity: Average Annual Turnover from consultancy services of the firm during last 3 Financial Years <ul style="list-style-type: none"> ▪ INR 100 Lakhs to 300 Lakh 3 marks ▪ > INR 300 Lakhs to 400 Lakhs 5 marks ▪ > INR 400 Lakhs to 500 Lakhs or more 10 marks 	10
2.	Experience in Detailed Design for eligible assignments of minimum project cost of Rs 20 crore or more during last 10 years:- 5 marks <ul style="list-style-type: none"> 1 project- 5 marks 2 projects - 10 marks 3 projects - 15 marks 4 projects – 20 marks 	20
3.	Experience in Bid Process Management for Public Infrastructure Projects of minimum project cost of Rs 20 crore <ul style="list-style-type: none"> 1 project- 5 marks 2 projects - 10 marks 3 projects - 15 marks 4 projects – 20 marks 	20
4	Experience of following works during last 10 years for Projects successfully completed Projects of minimum project cost of Rs 20 crore. <p>Completed the Construction of any State Fisheries Department/Agriculture Department/veterinary institution or any other State / Govt. Institution/ Integrated Aqua Park</p> <p>Five marks to each project up to maximum of 10 marks</p>	10
5.	Appreciation of issues, adequacy of proposed methodology and work plan including team organization, work division and responsibilities <ol style="list-style-type: none"> (i) Appreciation of Issues should highlight environmental related issues, waste disposal– 5 marks (ii) Approach & Methodology – 10 marks. 	

	(iii) Presentation -10 marks: Shortlisted PMU to give presentation on their experience, competence and their capacity in project delivery, preparation of tender documents and a brief Concept Plan along with Drawings and Maps as per site.	25
6.	<p>Qualification, competence, and practical experience of key staff in eligible assignments:</p> <p>Team Leader (10 marks)</p> <ul style="list-style-type: none"> • With experience of executing of structural, Architectural, designing, Engineering etc. consultancy works • 5 years: 2 marks • > 5 Years < 10 Years – 5 marks • >10 Years-10 marks <p>Civil Engineer and Architect (5 marks)</p> <ul style="list-style-type: none"> • Relevant Experience • 10 Years: 2 marks • > 10 Years < 15Years – 3 marks >15 Years-5 marks 	15
	Total Marks	100

H. QUALITY AND COST BASED SELECTION (QCBS):

1. The evaluation criteria and the maximum score for each requirement are as shown below:

The technical evaluation committee appointed by authority shall evaluate the proposals on the basis of their responsiveness to the Scope of Work, applying the evaluation criteria provided.

- Each responsive proposal will be given a technical score. A proposal shall be rejected at this stage if it does not respond to important aspects of the “Project Scope” and “Operational Scope” or if it fails to achieve the minimum technical score.
- In order to qualify for next stage (Financial Proposal) bidders must achieve a minimum 70 Marks out of the maximum allocated 100 Marks in the technical evaluation criteria.

- The technical (T) and financial (F) evaluation will be allocated weights of 70 Marks and 30 Marks respectively.

Technical Bid Evaluation as of QCBS:

The technical score of a bidder 'Tb' will be assigned to the bidder & it will be awarded based on the Technical Evaluation Criteria as specified above. Authority decision in this regard shall be final & binding and no further discussion will be held with the bidders whose bids are technically disqualified / rejected. The total technical scores achieved by the bidders shall be shared with the bidders & under any circumstances the breakup of the technical score shall not be shared with the bidders.

Tb : Absolute Technical Score for the bidder under consideration

Tmax : Maximum Technical Score among all the bidders under consideration

Tn : Normalized technical score of the bidder under Consideration

Normalized technical score: $(Tn) = Tb / Tmax * 100$

Financial Bid evaluation as of QCBS:

The financial bids of only those bidders, who have scored at least 70 marks in the technical evaluation process, will be opened. The Financial Bids will be opened online in the presence of Bidders' representatives who choose to attend the Financial Bid opening on date and time to be communicated to all the technically qualified Bidders. The Bidder's representatives who are present shall sign a register evidencing their attendance. The name of bidder & bid prices will be announced at the meeting.

Commercial quote should include all the components for providing PMU for Establishment of Integrated Aqua-Park- Centre of Excellence for Development of saline Affected Areas in Village – Garwa, District- Bhiwani on the basis of the project cost for establishing all the required facilities.

The rates are to be quoted on the basis of single percentage of the amount of work done of the total cost of the project.

The financial score of a bidder '**Fb**' will be assigned to the bidder.

'**Fb**' will be the total financial quote made by the bidder (excluding the Optional Services quotes sought in the financial bid)

Fn : Normalized financial score for the bidder under consideration

Fb : Commercial quote for the bidder under consideration

Fmin : Commercial quote of the lowest evaluated financial proposal

The lowest evaluated Financial Proposal (**Fmin**) will be given the maximum financial score (**Fn**) of 100 points. The financial scores (**Fn**) of the other Financial Proposals will be calculated as per the formula for determining the financial scores given below:

Normalized Financial Score: $(Fn) = 100 \times Fmin / Fb$

1. Final Evaluation of Bid

Proposals will be ranked according to their combined technical (**Tb**) and financial (**Fn**) scores using the weights (**T = 0.70** the weight given to the Technical Proposal; **P = 0.30** the weight given to the Financial Proposal where **T + P = 1**).

The final evaluation will be based on Final Score which shall be calculated as shown below:

Final Score (S) = $Tn \times T + Fn \times P$

The bidder achieving the highest combined technical and financial score will be invited for negotiations for awarding the contract. In case of a tie where two or more bidders achieve the same highest combined technical and financial score, the bidder with the higher normalized technical score will be invited first for negotiations for awarding the contract.

Bidders are requested to take note of the following:

- i. In case of a tie in the final composition score, the bidder having highest technical score will be considered eligible for leading to the award of the contract.
- ii. The department may waive any minor informality or non-conformity or irregularity in a Bid, which does not constitute a material deviation, provided such a waiver does not prejudice or affect the relative ranking of any Bidder.

2. Opening of Financial Bid and its Evaluation:

The financial bids of technically eligible bidders will be opened online on the designated date, and representatives of the bidders may attend the process. The price bids must be submitted through the e-Procurement portal only and any bids that include prices in the technical bid or are submitted manually will be disqualified.

- All prices and rates quoted by the bidders must be in Indian Rupees only and exclude GST
- The total financial bid cost, calculated as the total cost in INR per year, will be considered as the commercial quote.
- Any conditional bids will be rejected.
- The final financial Negotiations with L-1, L-2 & L-3 bidder will be made in Committee as per state negotiations policy.

I Other Terms & Conditions

A. Notification of Award

DIRECTOR, FISHERIES DEPARTMENT, HARYANA will inform the winning bidder in writing that its bid has been accepted before the end of the bid period of validity. DIRECTOR, FISHERIES DEPARTMENT, HARYANA shall quickly notify each unsuccessful bidder and release its bid security following the successful bidder's provision of performance security.

B. Signing of Contract

When the DIRECTOR, FISHERIES DEPARTMENT, HARYANA notifies the successful bidder that their bid has been accepted, they will also send them the Contract Form, which contains all agreements between the parties. The contract will be given to the successful bidder, who must then sign it, date it, and return it to the DIRECTOR, FISHERIES DEPARTMENT, HARYANA. The DIRECTOR, FISHERIES DEPARTMENT, HARYANA has the right to accept any offer and to reject any or all offers. Prior to contract award, DIRECTOR, FISHERIES DEPARTMENT, HARYANA reserves the right to accept or reject any bid, cancel the entire bidding process, and reject all bids without being liable to the affected bidder/bidders or being required to explain the reasons for the decision to them.

C. Termination for Deviation

- a) The DIRECTOR, FISHERIES DEPARTMENT, HARYANA may terminate the Contract in full or in part by sending a written notice of default to the Agency if:
- b) The Service Provider fails to provide the services within the agreed time frame or any extension granted by DIRECTOR, FISHERIES DEPARTMENT, HARYANA .
- c) The Service Provider fails to fulfill other obligations under the Contract, or
- d) The Service Provider is deemed by DIRECTOR, FISHERIES DEPARTMENT, HARYANA to have engaged in corrupt or fraudulent practices.
- e) In case of termination, DIRECTOR, FISHERIES DEPARTMENT, HARYANA may obtain similar services on its own terms and the Service Provider will be responsible for any additional costs. The Service Provider must continue fulfilling the remaining part of the contract.

D. Force Majeure

a) If and to the extent that the Service Provider's delay in performance or other failure to perform its obligations under the Contract is caused by an incident of Force Majeure, the Service Provider shall not be liable for loss of its performance security, liquidated damages, or termination for default.

b) For the purposes of this Article, "Force Majeure" refers to an uncontrollable, unforeseeable incident that was neither the Supplier's fault nor the result of their carelessness. The DIRECTOR, FISHERIES DEPARTMENT, HARYANA acting in its sovereign role, wars or revolutions, fires, floods, landslides, epidemics, quarantine restrictions, and freight embargos are only a few examples of such disasters.

c) If a Force Majeure situation arises, the Service Provider shall promptly notify the DIRECTOR, FISHERIES DEPARTMENT, HARYANA in writing of such condition and the cause thereof. Unless otherwise directed by the DIRECTOR, FISHERIES DEPARTMENT, HARYANA in writing, the Agency shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

E. Resolution of Disputes / Arbitration

i. Any disagreement or dispute that develops between the DIRECTOR, FISHERIES DEPARTMENT, HARYANA and the Service Provider under or in relation to the contract shall be resolved amicably by direct informal negotiation.

ii. If the DIRECTOR, FISHERIES DEPARTMENT, HARYANA and the Service Provider are unable to settle a contract disagreement amicably after twenty (20) days after the start of such informal conversations, either party may request that the dispute be submitted to the formal methods outlined in this document. These procedures may consist of, but are not limited to, third-party-

mediated conciliation.

iii. The following shall be the process for resolving disputes

a) The Arbitration and Conciliation Act of India, 1996 will be followed in the event that a disagreement or difference arises between the DIRECTOR, FISHERIES DEPARTMENT, HARYANA and the Service Provider on any matter originating from or related to this agreement.

b) If any question, difference or objection whatsoever shall arise, in any way connected with or arising out of the contract agreement, the same shall be referred for arbitration to the Administrative Secretary of the Department of Fisheries, who shall be the sole arbitrator and his decision shall be final and binding and where the matter involves a claim, the amount, if any, awarded in such arbitration shall be recoverable in respect of the matters so referred.

c) The arbitration hearings will take place in either in Chandigarh or in Panchkula, Haryana.

d) The arbitrators' decision is final and enforceable against both parties.

F. Governing Language

English must be used to write the contract. All correspondence and other documentation between the parties related to the contract must be written in the same language.

G. Applicable Law

The applicable laws of Haryana State and India will be used to interpret the contract.

H. Corrupt, Fraudulent and Unethical Practices

If DIRECTOR, FISHERIES DEPARTMENT, HARYANA finds that a bidder used dishonest, or unethical tactics to compete for or complete a contract, DIRECTOR, FISHERIES DEPARTMENT, HARYANA will reject the proposal for award and may also restrict the bidder from participating in future tenders of the Department.

- a) In order to influence a public official's decision during the evaluation, conclusion, and/or execution of a contract, it is prohibited to offer, give, receive, or solicit anything of value directly or indirectly.
- b) Fraudulent practice includes collusive behavior among bidders (prior to or after bid submission) intended to set bid prices at artificially low levels and deny the purchaser the advantages of free and open competition, as well as any act or omission or misrepresentation of facts intended to influence a procurement process or the execution of a contract to the detriment of the purchaser.
- c) Any behavior on the part of the bidder that seeks to interfere with the tender process in any way is referred to as "unethical practice." After the initial bid is opened, any unsolicited discount offers, financial bid amount reductions, upward revisions of product quality, etc., will be considered unethical behavior.
- d) If any violation, the service provider may be blacklisted with a prior notice of 15-days as per the desire/demand of FISHERIES DEPARTMENT, HARYANA.

K. Termination

The contract agreement can be terminated by the department or the PMU by giving a prior notice of one month to the other party. However, in the event of any breach of the agreement at any time on the part of the PMU, the contract may be terminated summarily by the FISHERIES DEPARTMENT, HARYANA, PANCHKULA without any notice or compensation to the contracted PMU.

L. Jurisdiction

All disputes arising out of this tender or the subsequent contract shall be subject to jurisdiction of civil courts in Panchkula only.

M. Annulment of Award

If the selected Service Provider (after signing an agreement with the Fisheries

Department Haryana for this project) fails to meet the requirements outlined in this RFP Document and/or the provisions of the Service Provider Agreement, it will result in the cancellation of the award with the forfeiture of the security deposit.

N. Violation of Agreement By The Service Provider

Failure to Abide Agreement - The Service Provider must strictly comply with the conditions outlined in the Service Provider Agreement. Any violation of these conditions by the Service Provider may lead to the termination of the agreement, without affecting the rights of the Authority as specified in the Service Provider Agreement.

O. Contract Amendment

The provisions of the Contract may not be changed or modified except by a written amendment signed by both parties.

P. Assignment

The Service Provider may not delegate any of its performance responsibilities under this Contract, in whole or in part, without prior written agreement with DIRECTOR, FISHERIES DEPARTMENT, HARYANA.

Q. Sub-Contract

The project does not authorize sub-letting, sub-contracting / out-sourcing to any third party other than the service provider.

Annexure-1

“Services Required”

- 1) To prepare Architectural & Structural designs as per the DPR in consultation with Fisheries Department, Haryana for Establishment of Integrated Aqua Park. The PMU shall analyze and design the reinforced concrete and steel structures and other buildings based on architectural design and those supplied by the equipment suppliers, using the latest technology and latest relevant IS codes. The design of the structures shall be earthquake resistant pursuant to relevant zones and as per the provisions of IS code and IS 456-2000. A confirmation to this effect should be furnished by the PMU on the drawings. The design calculations shall be provided by the PMU to Fisheries Department, Haryana, if Fisheries Department, Haryana so desires. The PMU shall also submit specification for any new or deviated items, if called upon to do so in writing, without any additional cost.
- 2) To prepare five copies of the execution drawings and five sets of completion (as executed) drawings, the PMU shall supply additional copies of all drawings without any extra cost to the Fisheries Department, Haryana for submission to the various local authorities like Municipality, Factory Inspectorate, Fire Department NOC etc., as per the requirement of statutory authorities.
- 3) To prepare tender documents on behalf of Fisheries Department, Haryana in appointment of contractors/executing agency for executing the work after proper bid evaluation and carrying / scrutiny of all bills of the executing agency.
- 4) To depute a full time engineer at site with degree in Civil Engineering and specialization in aquaculture engineering with at least four years' experience and PMU will be required to visit the site periodically.

- 5) The experts of the PMU shall visit the site for inspection at the instance of the Fisheries Department, Haryana, to check that the works are being executed fully in accordance with the drawings and the specified quality of finish is being obtained.
- 6) To provide five sets of complete working drawing during execution and two sets (in hard as well as soft copies) on completion of work after incorporating changes effected in actual execution.
- 7) Full time supervision and billing of the work done by the contractor/executing agency including the quality control duly audited by Chartered Accountant/Financial Consultant.
- 8) Verification of bills of the contractor/executing agency(s) as per actual works carried out in response to the works allotted.
- 9) Any deviation, modification, alteration, addition and deletion of work and priority of the work will be decided by Fisheries Department, Haryana.
- 10) The PMU shall prepare the schedule of quantities as per HSR and latest amendments in consultation with Fisheries Department, Haryana of all the items, including new / deviated items, rate analysis for major items (items for which rate analysis to be prepared will be decided by Fisheries Department, Haryana) for arriving at the cost estimates to be incorporated in the tenders, for which no additional fee shall be paid.
- 11) The PMU shall work out and inform the appropriate quantities of steel and cement required in the structural elements.
- 12) Carry out full time supervision through a qualified staff, viz, civil engineer with Degree in civil engineering, Aquaculture Engineering, electrical engineering, HVAC engineer and or other supervision staff having atleast four years' experience and also the periodical visits of PMU / architect to the site.
- 13) Additional services as defined in the conditions of engagement inclusive

- of the services enumerated in Clause 2.0. On completion of such supervision, the PMU shall submit a report on the observations made and recommendations suggested along with their bill for travelling expenses.
- 14) The PMU shall also be responsible for preparation and furnishing working drawings in respect of electrification, internal and external water supply and sanitary installation, landscaping, if requested in writing, in which case all the terms of this agreement would apply thereto.
- 15) The PMU shall prepare and supply the following for consultancy services rendered:
- (a) Five sets A1 size (hard copy) of complete working / execution drawings prepared on AUTOCAD & a soft copy of the same (on CD) giving full details which are necessary for the proper execution of the works.
- (b) Five sets of final completion (as executed) drawings (A1 Size hard copy) prepared on AUTOCAD, incorporating changes effected in actual execution & a soft copy of the same (on CD).
- 16) The PMU shall on completion of the works supply a set of drawings for preparation of record plans to Fisheries Department, Haryana.
- 17) PMU will assist and provide all necessary approvals of building plan if any and all statutory approvals related to structures designed by the PMU, from local authorities including completion certificate/O.C. The statutory fees in this regard shall be paid by Fisheries Department, Haryana.
- 18) The PMU must follow the relevant guidelines of the “**Manual for Procurement of Consultancy & Other Services 2017**” issued by Department of expenditure, Ministry of Finance, Govt. of India.

Annexure-2

“SCHEDULE OF SERVICES”

The PMU shall, as per DPR after taking instructions from Fisheries Department, Haryana, render the following services as mentioned below:

#.	Stages	Details of Services
A	Detailed Drawings and Designs for tenders	<ul style="list-style-type: none"> a. Preparation and submission of Draft Architectural drawings for tender. <ul style="list-style-type: none"> i. Preparation of Site Plan and circulation plans of all floors and basements. ii. Furniture & Seating layout of all floors, with marked designations. iii. Building Sections - through staircase toilets, Ramps & Other Important areas. iv. Elevations of all Sides b. Preparation of DBR (Design Basis Report), SLD's (Single Line Diagrams) Layouts, detail estimates and BOQ's for the Following <ul style="list-style-type: none"> i. Public health design (Plumbing, Drainage, Rain Water) i/c STP, ETP, UGT, OHT, etc. as per requirement. ii. HVAC design iii. Electrical design (High Side & Low Side) iv. Fire-Fighting and Detection system (High Side & Low Side) v. LV design (BMS, Audio Visual, video conferencing, CCTV, Access Control, Data, Digital Signage's, Wi-Fi, IT room, Servers, public address system, communication networking, etc.) vi. Mechanical Services design (Escalator, Elevator, Dumb waiter, Mechanical gates, Boom Barriers, Access Gates, Mechanical Parking, etc.) vii. Solar and green energy conservation design viii. Structure & Fabrication design ix. Landscape design x. Facade design xi. Interior design

		<p>xii. Lighting Design.</p> <p>xiii. List of Approved makes.</p> <p>xiv. Tender drawings, specifications and Estimates with schedule of quantities, shall also comply with the provisions of Haryana Building Code 2017.</p>
B	Bid Process Management for Identification of Contractor	<p>A. Preparation of documents for pre-qualification of contractors, including code of practice covering aspects like mode of measurement, method of payments, quality control procedures on materials & works and other conditions of contract, inviting of RFQs.</p> <p>B. The agency shall assist FISHERIES DEPARTMENT, HARYANA in holding pre-tender meeting in a pre-determined manner and offer clarifications, if any, sought by the tenderers. The clarifications relating to the TOR shall be drawn up by the agency and, the same shall be issued to the intending tenderers. The clarifications issued shall form a part of the main contract document for the work.</p> <p>C. Evaluation of the applications and short-listing agencies for the project.</p> <p>D. The agency shall assist FISHERIES DEPARTMENT, HARYANA in executing the contract with the successful tenders in the format prescribed in the tender document on a stamp paper of appropriate denomination.</p>
C	Construction Stage Activities	<p>Working Drawings & Commissioning</p> <p>Agency shall issue GFC drawings A1 Size (6 sets) for the work to the contractor & Fisheries Department, Haryana for all construction activities. Including but not limited to:</p> <ol style="list-style-type: none"> 1. Layout/Demarcation drawings and details. 2. Coordinated Architectural Drawings and details. 3. Coordinated Fenestration (joinery) schedule and details. 4. Vetted Structural Drawings and details. 5. Coordinated MEPF Drawings and details. 6. Finalized Schedule of Finishes and details.

		<p>7. Interior Related drawings and details. 8. Landscape Drawings and details. 9. Façade Drawings and details.</p> <p>Agency shall help FISHERIES DEPARTMENT, HARYANA in executing and commissioning the work and for getting the project facility constructed as per approved designs.</p> <p>Construction Supervision</p> <p>Agency shall be fully responsible to visit the site of work and provide periodic visits fortnightly for first three months and monthly thereafter to clarify any decision or interpretation of the drawings and specifications that may be necessary and to ensure that the project proceeds in accordance with conditions of contract up to satisfaction of Officers/Engineer in-charge approved designs.</p>
D	Completion	<p>Prepare and submit completion reports and drawings for the project as required and assist FISHERIES DEPARTMENT, HARYANA in obtaining "Completion/Occupancy Certificate" from statutory authorities, wherever required.</p> <p>Issue five sets of as- built drawings including services, Structures and landscaping.</p>
E	Stage Deliverables	
Stage 1	Preliminary Design, Drawings & Estimate on the plinth area basis as per HSR 2021 (as submitted in DPR)	<p>A. Preliminary Design:</p> <p>Base set of Submission drawings to be made at this stage for internal understanding. This may also be used for any discussion with Authorities by the Client if required.</p> <p>B. Preliminary Drawings :</p> <ol style="list-style-type: none"> Revised Plans incorporating all inputs of Structure and services Parking Plans and Parking count chart: surface and Basement Lift / Escalator analysis vis a vis the types and numbers to finalized at this stage. Revised area statement with supporting Area plan diagrams and efficiency calculations. <p>C. Preliminary Estimate</p> <p>Submission of preliminary Estimate of cost on area basis</p>

Stage 2	Statutory Approvals	<p>A. Sanction Drawings</p> <p>PMU shall provide all the required approvals from Department of Architecture Haryana inclusive in the work and will submit the following base drawings / documents to the Client (Fisheries Department).</p> <ul style="list-style-type: none"> i. All drawings / documents as are required for submission by the building plan approval authority ii. All drawings / documents as are required to be prepared and submit Services estimates iii. All drawings / documents as are required for submission for Fire approvals. iv. Inputs / co-ordination of information for EIA approvals. <p>PMU/Architect will Assist in the preparation of drawings for relevant Authority however the preparation of such drawing and online submission of the same shall be done by client appointed PMU/Agency.</p>
Stage 3	Detailed Design , Drawing and Estimate	<p>A. Design Development stage (DD)</p> <p>The objective of DD is to convert all decisions, design thoughts and theme elements to two scale drawings, to enable integration and refinement of all PARTS into a physically realizable WHOLE.</p> <p>1. Structural</p> <p>Structural System resolved at Conceptual & Schematic level i.e. types of Structural Systems, Grids, Broad member sizes etc. identified on the basis of Geo Tech.</p> <p>Report & Thumb rules. Following drawings and detailing will be delivered from this stage.</p> <ul style="list-style-type: none"> i. General note ii. Excavation/Foundation drawings iii. Framing plan for all floors iv. Generate a structures ‘Design Basis Report’ (Structure DBR) <p>2. HVAC</p> <ul style="list-style-type: none"> i. Layout plan showing area allocations / cut outs & AHU at all levels ii. Plant room / cooling tower layout iii. DBR & SLD’s <p>3. Plumbing & Fire Fighting</p> <ul style="list-style-type: none"> i. Cut-outs and vertical stacks layout at all levels ii. Basement drainage layout

		<ul style="list-style-type: none"> iii. WTP /ETP/ STP /OHT/Fire tank layout with capacity and design calculations vetted by IIT, NIT and PSU iv. FHC / layout showing main headers for sprinklers at all levels v. DBR & SLD's <p>4. Electrical</p> <ul style="list-style-type: none"> i. Space allocation for HT/LT/Transformer/DG/Sub Station ii. Cut-out for cables & electrical room allocation iii. DG exhaust routing <p>4. DBR & SLD's</p> <p>5. Architectural</p> <ul style="list-style-type: none"> i. All plans, elevations & Sections co-ordinate integrated and refined Vis-à-vis the selected exterior theme. ii. 3D revised façade view incorporating services and structural elements, mummy iii. Machine room, AC outdoor units, AC cooling tower. iv. Details of crown level elements v. Details of entry level areas like entrance lobbies vi. Treatment at base of building level vii. Review & resolve at a micro level all service areas and its placements. viii. Generate final Areas ix. Generate the Exterior Palette / material sample board. x. List of walk through (videos) to be done at site xi. Profile section of walls to explain the façade design xii. Glazing and window details – final selection and approval of the Façade System Relevant structure inputs to be identified and captured in drawings. xiii. Cladding Details – all details to be finalized. Relevant structure inputs to be identified and captured in drawings. xiv. Façade cleaning system – finalization of the system as would be involved for cleaning and its relationship with the façade.
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	Tendering	<p>a) Detailed cost estimate to be submitted (as per DPR approved by Govt. of India).</p> <p>b) Sub Structure, Super Structure & Block work Packages All Tender Drawings & Documents - Civil & Structure All Tender Drawings & Documents - Finishing</p> <p>c) Services Packages All Tender Drawings & Documents - Plumbing and & Fire Fighting Package All Tender Drawings & Documents - Electrical low side Package All Tender Drawings & Documents - Electrical high side Package All Tender Drawings & Documents - Low Voltage Works Package All Tender Drawings & Documents - P.A. System & Music Works Package All Tender Drawings & Documents - DG Set Package All Tender Drawings & Documents - HVAC High side works Package All Tender Drawings & Documents - HVAC low side works Package All Tender Drawings & Documents - Lift & Escalator Package All Tender Drawings & Documents – WTP, ETP, STP, OHT & Fire Tank</p> <p>d) External Development Work Packages All Tender Drawings & Documents - Hardscape, Roads and Boundary wall All Tender Drawings & Documents - Softscape</p> <p>e) Common Area Interior Works Package All Tender Drawings & Documents - Architectural & Interior Works</p>
Stage 4	Bid Process Management	<p>A.Preparation of documents for pre-qualification of contractors, including code of practice covering aspects like mode of measurement, method of payments, quality control procedures on materials & works and other conditions of contract , inviting of RFQs.</p> <p>B.The agency shall assist FISHERIES DEPARTMENT, HARYANA in holding pre-tender meeting in a pre- determined manner and offer clarifications, if any, sought by the tenderers.</p>

		<p>The clarifications relating to the TOR shall be drawn up by the agency and, the same shall be issued to the intending tenderers. The clarifications issued shall form a part of the main contract document for the work.</p> <p>c.Evaluation of the applications and short-listing agencies for the project.</p> <p>D.The agency shall assist FISHERIES DEPARTMENT, HARYANA in executing the contract with the successful tenderers in the format prescribed in the tender document on a stamp paper of appropriate denomination.</p>
Stage 5	Construction Stage Activities	<p>A. Working Drawings & Commissioning</p> <p>B. Construction Supervision</p> <p>ii. Periodic Site visit to resolve issues related to design and drawings (Prepared by vendor/contractor)</p>
Stage 6	Completion	<p>A.Prepare and submit completion reports and drawings for the project as required and assist FISHERIES DEPARTMENT, HARYANA in obtaining "Completion/Occupancy Certificate" from statutory authorities, wherever required.</p> <p>B.Issue five sets of as-built drawings including services, Structures and landscaping.</p>

Note: If Tenders are to be floated on EPC mode, detailed design and drawings will be in a scope of Contractor/Executing agency.

Annexure-3

“Technical Proposal Format”

A – SURVEY, B – GEOTECHNICAL INVESTIGATIONS, C- DETAILED DESIGN AND DRAWINGS, ESTIMATES, DPR, BOQ etc. Note :

Give details of relevant projects only, which have been physically completed and commissioned.

Submit performance certificates from Client in respect of the information furnished above.

DETAILS OF THE PROJECTS, ARCHITECTURAL DESIGNED BY THE PMU DURING LAST FIVE YEARS AND WERE PHYSICALLY COMPLETED								
SR. NO	NAME OF THE PROJECT	LOCATION OF THE PROJECT	TOTAL PROJECT COST FOR WHICH PMU WAS PROVIDED BY THE CONSULTANT	TYPE OF SERVICES RENDERED (A, B, C)	NAME, ADDRESS AND CONTACT NOS. OF CLIENT	DURATION OF THE CONSULTING ASSIGNMENT	DATE OF PHYSICAL COMPLETION OF THE PROJECT	PERFORMANCE CERTIFICATE OF THE CLIENT ENCLOSED (YES OR NO)

