

**Request for Qualification cum Request for Proposal
(RFQ cum RFP)**

For

**Appointment of an Architectural Firm for
Designing the Administration cum
Integrated Command and Control Centre
(ICCC) Building , Prebuilt Factories and
Entrance Gates at Dighi Port Industrial
Area (DPIA) Raigad District, Maharashtra**



Maharashtra Industrial Township Limited (MITL)

**Udyog Sarathi, MIDC Office, Marol Industrial Area, Andheri
(East), Mumbai 400 093**

Date: 05th August 2026

Ref.: MITL/DPIA/202627/02

Maharashtra Industrial Township Limited (MITL)

Udyog Sarathi, MIDC office, Mahakali Caves Road, Andheri East,
Mumbai - 400093

Notice Inviting Request for Qualifications (RFQ) cum Request for Proposal (RFP) for Appointment of Architectural Firm for Designing the Administration cum Integrated Command and Control Centre (ICCC) Building, Prebuilt factories and Entrance Gates at Dighi Port Industrial Area (DPIA), Raigad District, Maharashtra (Ref No: MITL/DPIA/2026-27/02)

Maharashtra Industrial Township Limited (MITL), a SPV between the Maharashtra Industrial Development Corporation (MIDC) and the National Industrial Corridor Development Corporation (NICDC) invites Request for Qualifications (RFQ) cum Request for Proposal (RFP) for Appointment of Architectural Firm for Designing the Administration cum Integrated Command and Control Centre (ICCC) Building, Prebuilt factories and Entrance Gates at Dighi Port Industrial Area (DPIA), Raigad District, Maharashtra.

DISCLAIMER

This Request for Qualification cum Request for Proposal (“RFQ cum RFP”) document has been issued to select a consultant through a single bid, two-stage procurement process.

The information contained in this RFQ cum RFP document and any subsequent information provided to Bidders, whether verbally or in writing, by or on behalf of the Client, is provided solely to assist Bidders in the preparation of their bids. Such information is not intended to be exhaustive, and Bidders are required to make their own independent inquiries, investigations, and assessments regarding the project, scope of services, site conditions, statutory requirements, and other matters relevant to the assignment.

The Client makes no representation or warranty, express or implied, as to the accuracy, adequacy, correctness, or completeness of the information contained in this RFQ cum RFP document and shall not be liable for any error, omission, or misstatement contained herein or for any loss or damage suffered by any Bidder as a result of reliance on such information.

The Client reserves the right, to amend, modify, supplement, cancel, or withdraw this RFQ cum RFP or any part thereof, at any stage of the procurement process, without assigning any reason and without incurring any liability to any Bidder.

The qualification, technical, and financial evaluation of bids shall be carried out strictly in accordance with the procedures, criteria, and conditions specified in this RFQ cum RFP document. Submission of a bid pursuant to this RFQ cum RFP shall be deemed to constitute unconditional acceptance by the Bidder of all terms, conditions, evaluation methodology, and procedures prescribed herein.

The Client shall not be responsible or liable for any costs, expenses, or losses incurred by any Bidder in connection with the preparation, submission, or evaluation of bids under this RFQ cum RFP, including costs incurred prior to or subsequent to the submission of bids, irrespective of the outcome of the procurement process.

Nothing contained in this RFQ cum RFP document shall be construed as a commitment or obligation on the part of the Client to award a contract or to engage any Bidder, nor shall it be construed as creating any legal, contractual, or equitable relationship between the Client and any Bidder prior to the execution of a formal agreement.

INSTRUCTIONS TO BIDDER FOR TENDERING

Accessing/Purchasing of BID documents

1. It is mandatory for all the bidders to have class -III Digital Signature Certificate (DSC) (with both DSC components, i.e. signing and encryption in the name of authorized signatory who will sign the BID) from any of the licensed Certifying Agency (Bidders can see the list of licensed CAs from the link <https://aitl.eproc.in> to participate in e-tendering of the Employer).
2. To participate in the submission of Bids against this RFQ cum RFP, it is mandatory for the bidders to get themselves registered with <https://aitl.eproc.in> and to have a user ID and password. The RFQ cum RFP can be viewed/downloaded from <https://aitl.eproc.in> from the issue date to the Proposal Due Date up to 1500 Hours. The following may be noted:
 - a. Proposals can be submitted only during the validity of registration with the <https://aitl.eproc.in>
 - b. The amendments/clarifications to the RFQ cum RFP, if any, will be posted on the <https://aitl.eproc.in>
 - c. If the bidder is already registered with <https://aitl.eproc.in> and the validity of registration has not expired, then such bidder does not require fresh registration.
 - d. To participate in Bidding, bidders have to pay through online mode a (non-refundable) Bid processing fee of Rs.30,000 (Rupees Thirty thousand only) plus applicable GST on <https://aitl.eproc.in>

Preparation & Submission of BIDs:

The Bidder may submit his BID online following the instructions appearing on the screen. A buyer manual containing detailed guidelines for e-procurement is available on the e-procurement portal.

1. The documents shall be prepared and scanned in different files (in PDF or JPEG format such that the file size is not more than 10 MB) and uploaded during the online submission of BID.
2. BID must be submitted online only through the e-procurement portal of the Employer, using the digital signature of authorized representative of the Bidder on or before DD MM YYYY (up to 1500 Hours IST).

Modification / Substitution / Withdrawal of BIDs:

1. The Bidder may modify, substitute, or withdraw its BID before the BID Due Date. No BID shall be modified, substituted, or withdrawn by the Bidder on or after the BID Due Date & Time.
2. Any alteration / modification in the BID or additional information supplied subsequent to the BID Due Date, unless the same has been expressly sought for by the Employer, shall be disregarded.

3. For modification of e-BID, Bidder must detach its old BID from the e-tendering portal and upload/resubmit a digitally signed modified BID.
4. For withdrawal of BID, the Bidder must click on the withdrawal icon at the e-tendering portal and can withdraw its e-BID.
5. It may specifically be noted that once a bid is withdrawn for any reason, a Bidder cannot resubmit the e-BID.

Opening & Evaluation of BIDs.

1. Opening of Proposals will be done through an online process.
2. The Employer shall open online received Pre -Qualification proposals at 1630 hours on the Proposal due date in the presence of applicants who choose to attend.
3. The date of opening of Technical and Financial proposals will be notified later by the Employer, and the Employer will upload such notices on <https://aitl.eproc.in>

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SECTION 1: Letter Inviting Request for Qualification cum Request for Proposal

Date: _____

To,

Prospective Bidder

Subject: Invitation for Request for Qualification cum Request for Proposal for Appointment of an Architectural Firm for Designing the Administration - cum-Integrated Command and Control Centre (ICCC) Building , Prebuilt Factories and Entrance Gates at Dighi Port Industrial Area (DPIA), Raigad District, Maharashtra

Dear Sir/Madam,

The Maharashtra Industrial Township Limited (MITL) is a Special Purpose Vehicle (SPV) between the Maharashtra Industrial Development Corporation (MIDC) and the National Industrial Corridor Development Corporation (NICDC) for the development of Parcel B of the Dighi Port Industrial Area (DPIA) in Raigad District, Maharashtra.

MITL invites Request for Qualification cum Request for Proposal (RFQ cum RFP) from reputed, experienced and eligible architectural firms to design the Administration-cum-Integrated Command and Control Centre (ICCC) Building , Prebuilt factories and Entrance Gates at Dighi Port Industrial Area (DPIA), Raigad District, Maharashtra

This RFQ cum RFP includes the following documents:

- Section 1: Letter Inviting Request for Quotation and Request for Proposal
- Section 2: Definitions
- Section 3: Instructions to Bidders
- Section 4: Data Sheet
- Section 5: Terms of Reference
- Section 6: Standard Forms for Submission
- Section 7: Standard Contract
- Section 8: Maps

The selection of the Consultant shall be carried out through a **single-bid two-stage process**, wherein bidders shall submit a single bid, and evaluation shall be undertaken in two distinct stages, namely:

- RFQ - Qualification stage
- RFP - Proposal stage comprising technical and financial evaluation

The RFQ cum RFP document containing detailed information on the project, scope of services, qualification criteria, proposal requirements, evaluation methodology, and terms and conditions may be downloaded from the link provided in Section 4: Data Sheet.

Interested Bidders are advised to carefully examine the RFQ cum RFP document and ensure compliance with all eligibility conditions and submission requirements. Only those Bidders who meet the prescribed qualification criteria under the RFQ stage shall be considered for evaluation at the RFP stage.

MITL reserves the right to amend, modify, cancel, or withdraw this RFQ cum RFP process at any stage, to accept or reject any or all bids, without assigning any reason, and without incurring any liability.

Bidders are encouraged to submit their bids strictly in accordance with the provisions of the RFQ cum RFP document and within the timelines specified therein.

Yours faithfully,

For and on behalf of
Maharashtra Industrial Township Limited (MITL)

Managing Director

SECTION 2: Definitions and Abbreviations

Definitions

Unless the context otherwise requires, the following terms shall have the meanings assigned to them below:

“Applicant” Means any architectural firm, consortium, or joint venture submitting the RFQ cum RFP

“Authority” / “Client” / “Procuring Entity” Means the Maharashtra Industrial Township Limited (MITL) the entity issuing this RFQ cum RFP.

“Authorised Signatory” Means the individual duly authorised by the Applicant through a Power of Attorney or Board Resolution to sign and submit the RFQ cum RFP and related documents.

“Bidder” Means an Applicant who has submitted the RFQ cum RFP. The terms “Applicant” and “Bidder” may be used interchangeably unless specified otherwise.

“Bill of Quantities” (including the term Price Schedule or BOQ) means the priced and completed Bill of Quantities forming part of the Proposal

“Building Information Modelling (BIM)” is an intelligent, 3D model-based process used in construction to plan, design, construct, and manage buildings and infrastructure efficiently.

“BIM Execution Plan (BEP)” is the project-specific document that defines BIM implementation procedures, roles and responsibilities, information exchange protocols, collaboration workflows, and digital delivery requirements. The appointed BIM teams shall prepare and maintain the BEP in accordance with project requirements.

"Commercial Bank" means a bank, defined as a scheduled bank under section 2(e) of the Reserve Bank of India Act, 1934

“Common Data Environment (CDE) Status Codes” means Information containers within the Common Data Environment shall follow the following status definitions in accordance with ISO 19650 workflows

“Consortium / Joint Venture (JV)” Means an association of two or more firms jointly submitting this RFQ cum RFP, supported by a legally binding agreement defining roles and responsibilities.

“Contract” (including the terms ‘Purchase Order’ or ‘Supply Order’ or ‘Withdrawal Order’ or ‘Work Order’ or ‘Consultancy Contract’ or ‘Contract for Services’, ‘rate contract’ or ‘framework contract’ or ‘Letter of Award – LoA’ (letter or memorandum communicating to the Consultant the acceptance of his Proposal) or ‘Agreement’ or a ‘repeat order’ accepted/ acted upon by the Consultant in specific contexts), means a formal legal agreement in writing relating to the subject matter of procurement, entered into between the Procuring Entity and the Consultant on mutually acceptable terms and conditions and which are in compliance with all the relevant provisions of the laws of the country.

"Consultant" (as a participant in a Procurement Process - including the term 'contractor', 'bidder', 'tenderer', participant' or 'service provider' in specific contexts) means any person or firm or company, including any member of a consortium or joint venture, every artificial juridical person not falling in any of the descriptions of Consultants stated hereinbefore, including any agency branch or office controlled by such person, participating in a Procurement Process.

"Council of Architecture (CoA)" Means the statutory body constituted under the Architects Act, 1972, responsible for registration and regulation of the architectural profession in India.

"Data Sheet" Means the section of this RFQ cum RFP document that provides project-specific information, key dates, submission details, and contact particulars.

"Day", "Month", and "Year" shall mean respectively calendar day, month or year (unless reference to financial year is apparent from the context).

"Experts" means, collectively, Key Experts, Non-Key Experts, or any other personnel of the Consultant, Sub-consultant or JV member(s) assigned by the Consultant to perform the Services or any part thereof under the Contract.

"ICCC" (Integrated Command and Control Centre) means a centralised facility integrating monitoring, control, communication, data analytics, and decision-support systems for Administration and operational management.

"Industry Foundation Classes (IFC)" is an open and neutral data exchange format developed by building SMART International. IFC shall be used where open interoperability between BIM software platforms is required.

"Joint Venture / Consortium (JV or JV/C)" means an association or a Consortium with or without a legal personality distinct from that of its members, of more than one entity where one member has the authority to conduct all businesses for and on behalf of any and all the members of the JV, and where the members of the JV are jointly and severally liable to the Client for the performance of the Contract.

"Lead Applicant / Lead Member" Means the firm designated within a Consortium/JV to represent and bind all members, and to take primary responsibility for coordination and communication with the Authority.

"Level of Development (LOD)" indicates the degree of development and reliability of BIM model elements at various stages of the project lifecycle. The LOD framework shall guide the progression of model detail and accuracy throughout the design, coordination, and construction phases.

"Level of Information Need (LOIN)" defines the extent and quality of information required for each information container at different project stages, including geometric information, alphanumeric data, and associated documentation.

"Minimum Eligibility Criteria" Means the minimum technical, financial, and professional requirements that an Applicant must satisfy to be considered for evaluation.

“Out-of-pocket expenses” shall mean incidental and reasonable costs directly incurred by the Consultant in the performance of the Services, which are not included in the consultancy fee. These may include travel, lodging, meals, printing, communication, courier, postage, and statutory fees required for the execution of the assignment.

All such expenses must be pre-approved in writing by the Client, where applicable, and will be reimbursed at actuals, subject to submission of valid supporting documents such as receipts, invoices, or tickets. The upper limits for expense categories, such as per diem allowances or hotel categories, shall be in accordance with MITL’s policy.

Expenses of a personal nature, including entertainment, alcoholic beverages, fines, or costs, shall not be reimbursed. Out-of-pocket expenses shall be invoiced separately, itemised, and supported by documentation, and reimbursement will be made within thirty (30) days of submission and approval of claims.

“Project” Means the proposed Administration-cum-Integrated Command and Control Centre (ICCC) Building, Prebuilt Factories and Entry Gates at Dighi Port Industrial Area (DPIA), Raigad District, Maharashtra.

“Procurement Process” (or “Tender”; “RFP”; “RFQ cum RFP”): ‘Procurement Process’ is the whole process from the publishing of the RFP Document to the resultant award of the contract. ‘RFQ cum RFP Document’ means the document (including all its sections, appendices, forms, formats, etc.) published by the Client to invite Proposals in a Procurement Process. The RFP Document and Procurement Process may be generically and interchangeably referred to as “Bid Document”, “Tender”, or “Tender Enquiry”, which would be clear from context without ambiguity.

"Proposal" (including the term ‘tender’, ‘offer’, ‘quotation’ or ‘bid’ in specific contexts) means an offer to supply goods, services or execution of works made as per the terms and conditions set out in a document inviting such offers.

“RFQ cum RFP” Means the bidding document issued to the shortlisted and appointed consultants following completion of the bidding process.

“Scope of Services” Means the architectural and allied consultancy services described in this RFQ cum RFP.

“Shortlisting” Means the process of selecting eligible Consultants in Stage 1 based on the evaluation criteria defined in this RFQ cum RFP.

“Signed” means ink signed or digitally signed with a valid Digital Signature as per the IT Act 2000 (amended from time to time). It also includes a stamped copy, except in the case of a Letter of Award or amendment thereof.

“Sub-consultant” means a person or corporate body with an agreement with the Lead Applicant / Lead Member to carry out a specific part of the ‘Services’ while the Lead Applicant / Lead Member remains solely liable for the execution of the Contract.

Abbreviations

BIM	Building Information Modelling
BoQ	Bill of Quantities
CoA	Council of Architecture
DPIA	Dighi Port Industrial Area
IMC	Integrated Manufacturing Cluster
ECSBC	Energy Conservation and Sustainable Building Code
EoI	Expression of Interest
EMD	Earnest Money Deposit
GA Drawings	General Arrangement Drawings
GCC	General Conditions of Contract
GFC	Good for Construction
GRIHA	Green Rating for Integrated Habitat Assessment
ICCC	Integrated Command and Control Centre
IGBC	Indian Green Building Council
LEED	Leadership in Energy and Environmental Design
LLP	Limited Liability Partnership
LOD	Level of Development (used in BIM)
LOA	Letter of Award
MEP	Mechanical, Electrical, and Plumbing
MEPF	Mechanical, Electrical, Plumbing, and Firefighting
MITL	Maharashtra Industrial Township Limited
MoU	Memorandum of Understanding
NICDC	National Industrial Corridor Development Corporation
NICDIT	National Industrial Corridor Development and Implementation Trust
PMNC	Programme Manager for New Cities

PSU	Public Sector Undertaking
QCBS	Quality cum Cost Based Selection
RFP	Request for Proposal
RFQ	Request for Qualification
SCC	Special Conditions of Contract
SOR	Schedule of Rates
SPV	Special Purpose Vehicle
TOR	Terms of Reference

SECTION 3: Instructions to Bidders

1. The RFQ cum RFP Document

1.1 Basic RFQ cum RFP Details

- 1.1.1 This RFQ cum RFP Document (hereinafter referred to as 'the RFQ cum RFP') details the terms and conditions for entering into a contract for the delivery of the Consultancy Services (hereinafter called 'the Services') described in Section 5: Terms of Reference. The Services may include incidental Goods, Works, and other Services if so indicated. In this RFQ cum RFP, any generic reference to 'Services' shall be deemed to include such incidental Goods, Works, and other Services. Proposals are invited from Consultants who meet the eligibility criteria mentioned in Section 4: Data Sheet.

1.2 Interpretations, Definitions, Abbreviations and Document Conventions

- 1.2.1 In this RFQ cum RFP, unless the context otherwise requires, words used in the singular include the plural and vice versa, and references to persons include individuals as well as legal entities. Headings are for ease of reference only and do not affect interpretation. References to laws or regulations include any amendments thereto.
- 1.2.2 This RFQ cum RFP shall be read as a single, integrated document. References to clauses, sections, or annexures relate to this document unless stated otherwise. In case of any inconsistency, the provisions of the RFQ cum RFP shall prevail, and the Client's decision shall be final. All prescribed formats and instructions are mandatory unless otherwise specified.
- 1.2.3 Definitions and abbreviations are as mentioned in Section 2: Definitions.

1.3 Overview of Contents

- 1.3.1 Unless otherwise stipulated in the Sections, Forms and Formats comprising this RFQ cum RFP are described below. A separate BOQ file for Financial Proposal on the eProcurement Portal, as mentioned in Section 4: Data Sheet is also part of this RFQ cum RFP. Any generic reference to RFQ cum RFP shall also imply a reference to any/ all the sections, Forms, Formats and the BOQ file or other files that comprise this RFQ cum RFP Document.

1.4 Sections of the RFQ cum RFP Document

Unless otherwise stipulated, the RFQ cum RFP Document contains the following sections:

- a. Section 1: Letter Inviting Request for Quotation and Request for Proposal
- b. Section 2: Definitions

- c. Section 3: Instructions to Bidders
- d. Section 4: Data Sheet
- e. Section 5: Terms of Reference
- f. Section 6: Standard Forms for Submission
- g. Section 7: Standard Contract
- h. Section 8: Maps

The financial proposal is to be submitted in a separate file available on the eProcurement Portal, as mentioned in Section 4: Data Sheet.

2. Clients' Rights and Disclaimers

2.1 Right to Intellectual Property and Confidentiality

- 2.1.1 The RFQ cum RFP Document and associated correspondence are subject to copyright laws and shall always remain the property of the Client and must not be shared with third parties or reproduced, whether in whole or part, without the Client's prior written consent.
- 2.1.2 However, Consultants may share these to prepare and submit their Proposals with their employees, Sub-consultant(s) or holding Company after obtaining an undertaking of confidentiality similar to that imposed on the Consultant.
- 2.1.3 This condition shall also apply to consultants who do not submit a Proposal after downloading it or are not awarded a contract.
- 2.1.4 The obligation of the Consultants under sub-clauses above, however, shall not apply to information that:
 - a. now or hereafter is or enters the public domain through no fault of the consultant
 - b. is legally possessed by the consultant at the relevant time and was not previously obtained, directly or indirectly, from the Client; or
 - c. Otherwise lawfully becomes available to the consultant from a third party with no obligation of confidentiality.
- 2.1.5 The provisions of this clause shall survive completion or termination for whatever reason of the procurement process or the contract.

2.2 Right to Reject any or all Proposals

- 2.2.1 The Client reserves its right to accept or reject any or all Proposals, abandon/cancel the procurement process, and issue another RFP for the same or similar Services before the award of the contract. It would have no liability to the affected Consultant(s) or any obligation to inform them of the grounds for such action(s).

2.3 Disclaimers

2.3.1 Regarding the Purpose of the RFQ cum RFP

The RFQ cum RFP is neither an agreement nor an offer to the prospective Consultant(s) or any other party. The purpose of the RFQ cum RFP is to provide the Consultant(s) with information to assist them in participating in this procurement process.

2.3.2 Regarding Documents/ guidelines

The RFQ cum RFP document, ensuing communications, and contracts shall determine the legal and commercial relationship between the Consultants and the Client. No other Government or Client's document/ guidelines/ manuals, including its Procurement Manual (for internal and official use of its officers), notwithstanding any mention thereof in the RFQ cum RFP, shall have any locus standi in such a relationship. Therefore, such documents/ guidelines/ manuals shall not be admissible in legal or dispute resolution or grievance redressal proceedings.

2.3.3 Regarding Information Provided

Information contained in the RFQ cum RFP or subsequently provided to the Consultant(s) are on the terms and conditions set out in the RFQ cum RFP, or subject to which that was provided. Similar terms apply to information provided verbally, in documentary form, or in any other form, directly or indirectly, by the Client, its employees, or associated agencies.

2.3.4 Regarding RFQ cum RFP Document

- a. The RFQ cum RFP does not purport to contain all the information Consultant(s) may require. It may not address the needs of all Consultants. They should conduct due diligence, investigation, and analysis, check the information's accuracy, reliability, and completeness, and obtain independent advice from appropriate sources. Information provided in the RFQ cum RFP to the Consultant(s) is on various matters, some of which may depend upon interpreting the law. The information given is not an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. The Client, its employees and other associated agencies accept no responsibility for the accuracy or otherwise for any interpretation or opinion on law expressed herein.

- b. The Client, its employees and other associated agencies make no representation or warranty for the accuracy, adequacy, correctness, completeness or reliability of any assessment, assumption, statement, or information in the RFQ cum RFP. They have no legal liability, whether resulting from negligence or otherwise, for any loss, damages, cost, or expense arising from/ incurred/ suffered, howsoever caused, to any person, including any Consultant, on such account.

3. Consultants' Participation in this RFQ cum RFP Process

3.1 Participation in only one Proposal

A Consultant shall not participate in more than one Proposal in this RFQ cum RFP Process. Participation in any capacity by a Consultant (including the participation of a Consultant as a Sub-consultant or as a member of a JV/Consortium or vice-versa) in more than one Proposal shall result in the disqualification of all Proposals in which the Consultant is a party. Unless otherwise stipulated in Section 4: Data Sheet, this does not preclude a Sub-consultant or a Consultant's staff (if they are not submitting a proposal in their own name) from participating as Sub-consultant/ Key Experts/ Non-Key Experts in more than one Proposal. A shortlisted Consultant shall not be allowed to participate both as an individual Consultant and as a part of the joint venture or as a Sub-consultant.

3.2 Sub-Contracting

The Consultant shall not subcontract the whole of the Services to sub-consultants. However, subject to the restrictions outlined in this RFQ cum RFP, a consultant may propose sub-contracting a part of the contract for specialised items of services, provided such a sub-consultant does not circumvent the eligibility and qualification criteria. The names and details of the sub-consultants must be clearly stated in the Consultant's proposal. Notwithstanding any approval by the Client of such arrangements, the Consultant shall be solely and directly responsible for executing the subcontracted portions of the contract. The total value of the sub-consultant portion of services must not exceed 25% (twenty-five per cent) of the Contract Price. Sub-consulting by the Consultant without the Client's approval shall constitute a breach of contract.

3.3 Joint Venture / Consortium

Participation as a Joint Venture / Consortium is permitted. The details are mentioned in Section 4: Data Sheet.

3.4 Conflict of Interest

The Consultant must provide professional, objective, and impartial advice, placing the Client's interests paramount at all times, and shall not seek benefits beyond the legitimate payments and credentials set out in the contract. He should strictly avoid conflicts with other assignments or their corporate interests. Consultants must disclose to the Client any actual or potential conflict that affects their capacity to serve the Client's best interests. Failure to disclose such situations shall be treated as a violation and shall attract penalties. Proposals found to have a conflict of interest shall be rejected as nonresponsive. Without limitation on the generality of the preceding, a Consultant in this procurement process shall be considered to have a conflict of interest if the Consultant:

3.4.1 Conflicting Associations

- a. Directly or indirectly controls, is controlled by or is under common control with another Consultant; or
- b. Receives or has received any direct or indirect subsidy/ financial stake from another Consultant; or
- c. Has the same correspondence address or same legal representative/ agent as another consultant for purposes of this proposal; or
- d. Has a relationship with another Consultant, directly or through common third parties, that puts it in a position to have access to information about or influence the Proposal of another Consultant or influence the decisions of the Client regarding this procurement process;

3.4.2 Unfair Competitive Advantage and Conflicting Activities

- a. Had (or any of its Affiliates) been engaged by the Client to provide goods, works, or services for a project, it shall be disqualified from providing consulting services resulting from or directly related to those goods, works, or services. Conversely, a firm (or any of its Affiliates) hired to provide consulting services for the preparation or implementation of a project shall be disqualified from subsequently providing goods or works or services resulting from or directly related to the consulting services for such preparation or implementation.

3.4.3 Conflicting Assignments

- a. Would (including its Experts and Sub-consultants or any of its Affiliates) be or are providing consultancy services in another assignment for the same or another Client that, by its nature, may conflict with this assignment.

3.4.4 Commissions and Gratuities

- a. The Consultant shall disclose any commissions or fees that may have been paid or are to be paid to agents, representatives, or commission agents concerning the selection process or execution and performance of the resulting Contract. The information disclosed must include the name and address of the agent, representative, or commission agent, the amount and currency, and the purpose of the commission or fee.

3.4.5 Conflicting Relationships

- a. Has close business/ family relationship with a staff of the Client who are/ would be directly/ indirectly involved in any of the following activities:
 - Preparation of the RFQ cum RFP document or TOR of the procurement process
 - Evaluation of Proposals or award of Contract, or
 - Implementation/ supervision of the resulting Contract

4. Terms of Reference and Selection Method

4.1 The Terms of Reference are as detailed in Section 5: Terms of Reference.

4.2 The selection method is as detailed in Section 4: Data Sheet.

5. Inputs of Key Experts

- 5.1.1 Consultant shall not propose alternative Key Experts. Only one CV shall be submitted for each Key Expert position. Failure to comply with this requirement shall make the Proposal non-responsive. The key experts to be deployed are mentioned in Section 4: Data Sheet.

6. Proposal Prices, Taxes and Duties

6.1 Prices

6.1.1 Competitive and Independent Prices

The prices should be arrived at independently, without restricting competition, any consultation, communication, or agreement with any other Consultant or competitor relating to:

- i) those prices; or
- ii) the intention to submit an offer; or
- iii) the methods or factors used to calculate the prices offered.

The prices should not be knowingly disclosed by the Consultant, directly or indirectly, to any other Consultant or competitor before the Financial Proposal opening unless otherwise required by law.

6.1.2 Price Components

Consultant shall indicate in the Price Schedule prices/ rates against all the specified components, including the unit prices and total Proposal prices.

6.1.3 Price Schedule

Consultants are to upload only the downloaded BOQ (in Excel format) after entering the relevant fields without any alteration/ deletion/ modification of other portions of the Excel sheet. All the columns in the price schedule should be filled up as required. If any column does not apply to a Consultant, he should clarify the same. Consultants shall fill in rates other than zero value in the specified cells without leaving them blank. The quoted price shall be considered to include all relevant financial implications, including inter-alia the scope of the Services to be delivered and the incidental goods/ works to be supplied, location of the Consultant, site(s) of the delivery of Services, terms of delivery, extant rules and regulations relating to taxes, duties, customs, transportation, environment, labour, Mining & Forest of the Consultant's country and in India.

6.1.4 Provisions of GST

Break-up of different price elements, i.e., as per the GST Act, shall be indicated separately, along with its associated HSN code and GST rate.

6.1.5 Currencies of Proposal and Payment

Unless otherwise stipulated in Section 4: Data Sheet, the Consultant's currency of Proposal and payment shall be quoted entirely in Indian Rupees. All payments shall be made in Indian Rupees only.

6.1.6 Firm Price

Unless otherwise stipulated in Section 4: Data Sheet, prices quoted by the Consultant shall remain firm and fixed during the currency of the contract and not subject to variation on any account.

6.1.7 Taxes

The Consultant and its Sub-consultants and Experts are responsible for meeting all tax liabilities arising from the Contract.

6.1.8 Payments

The payment terms will be as mentioned in Section 4: Data Sheet.

7. Downloading the RFQ cum RFP Document, Corrigenda and Clarifications:

7.1 Downloading the RFQ cum RFP Document

The RFP document can be downloaded from the details provided in Section 4: Data Sheet.

7.2 Corrigenda/ Addenda to RFQ cum RFP Document

7.2.1 Before the deadline for submitting Proposals, the Client may update, amend, modify, or supplement the information, assessment or assumptions contained in the RFQ cum RFP by issuing corrigenda and addenda. The corrigenda and addenda shall be published in the same manner as the original RFQ cum RFP. Without any liability or obligation, the Portal may send an intimation of such corrigenda/addenda to Consultants who have downloaded the document under their login. However, the Consultants must check the website(s) for any corrigenda/ addenda. Any corrigendum or addendum thus issued shall be considered a part of the RFP Document.

7.2.2 To give reasonable time to the prospective Consultants to take such corrigendum/ addendum into account in preparing their Proposals, the Client may suitably extend the deadline for the Proposal submission as necessary. After the procuring entity makes such modifications, any Consultant who has submitted his Proposal in response to the original invitation shall have the opportunity to either withdraw his Proposal or resubmit his Proposal, superseding the original Proposal, within the extended submission period.

7.2.3 The Client may extend the deadline for the RFQ cum RFP submission by issuing an amendment. In this case, all rights and obligations of the Client and the consultants previously subject to the original deadline shall then be subject to the new deadline for the RFQ cum RFP submission.

8. Clarification of the RFP Document

8.1.1 A Consultant requiring any clarification regarding the RFQ cum RFP may seek clarification through the eProcurement Portal mentioned in Section 4: Data Sheet. Client shall respond no later than seven days before the deadline for RFQ cum RFP submission. The query and clarification shall be shared with all Consultants on the portal without disclosing their source. If a modification of the RFQ cum RFP document is warranted due to such clarification, an addendum/ corrigendum shall be issued.

9. Prebid meeting

- 9.1.1 If a Prebid meeting is stipulated in Section 4: Data Sheet, prospective Consultants interested in participating in this tender may attend a Prebid meeting to clarify the techno- commercial conditions of the RFQ cum RFP at the venue, date and time specified therein.
- 9.1.2 Participation is not mandatory. However, if a Consultant chooses not to (or fails to) participate in the Prebid meeting or does not submit a written query, it shall be assumed that they have no issues regarding the techno-commercial conditions.
- 9.1.3 The date and time by which the written queries for the Prebid must reach the authority and the last date for registration for participation in the Prebid meeting are also mentioned in Section 4: Data Sheet.
- 9.1.4 Delegates participating in the Prebid meeting must provide an authorisation letter from their Company/ principals; otherwise, they shall not be allowed to participate. The prebid meeting may also be held online at the Client's discretion.
- 9.1.5 After the Prebid meeting, a clarification letter and corrigendum to the RFQ cum RFP shall be issued, containing amendments to various provisions of the RFQ cum RFP. To allow the prospective Consultants reasonable time to consider such clarifications when preparing their Proposals, the Client may suitably extend the deadline for Proposal submission, as necessary.

10. Preparation of Proposals

10.1 The Proposal

10.1.1 Language of the Proposal

Unless otherwise stipulated in Section 4: Data Sheet, the Proposal submitted by the Consultant and all subsequent correspondence and documents relating to the Proposal exchanged between the Consultant and the Client shall be written in the language specified in Section 4: Data Sheet. (Hereinafter referred to as the 'Proposal Language'. If nothing is specified, the language shall be English). However, the language of any printed literature furnished by the Consultant in connection with its Proposal may be written in any other language provided a certified translation accompanies it in the Proposal language. For purposes of interpretation of the Proposal, translation in the language of the Proposal shall prevail.

10.1.2 Acquaintance with Local Conditions and Factors

At his own cost, responsibility, and risk, the Consultant is encouraged to visit, examine, and familiarise himself with the local conditions and factors. The Consultant acknowledges that before the submission of the Proposal, he has, after a complete and careful examination, made an independent evaluation of the local conditions, infrastructure, logistics, communications, legal, environmental, and any other conditions or factors which would have any effect on the performance of the contract. Consultants shall be responsible for compliance with Rules, Regulations, Laws and Acts in force from time to time at relevant places. On such matters, the client shall have no responsibility and not entertain any request from the Consultants.

10.1.3 Cost of preparation and submission of Proposals

The Consultant(s) shall bear all direct or consequential costs, losses and expenditures associated with or relating to the preparation, submission, and subsequent processing of their Proposals, including but not limited to preparation, copying, postage, delivery fees, expenses associated with any submission of samples, demonstrations, or presentations which the Client may require, or any other costs incurred in connection with or relating to their Proposals. All such costs, losses and expenses shall remain with the Consultant(s), and the Client shall not be liable in any manner whatsoever for the same or any other costs, losses and expenses incurred by a Consultant(s) for participation in the procurement process, regardless of the conduct or outcome of the procurement process.

10.1.4 Interpretation of Provisions of the RFQ cum RFP Document

The RFQ cum RFP document's provisions must be interpreted in the context in which they appear. Any interpretation of these provisions far removed from such context, contrived, or a between-the-lines interpretation is unacceptable.

10.1.5 Alternate Proposals are not Allowed

Unless otherwise stipulated in Section 4: Data Sheet, conditional offers, alternative offers, and multiple Proposals by a Consultant shall not be considered. The Portal shall permit only one Proposal to be uploaded.

11. Documents comprising the Proposal

11.1 Techno-commercial Proposal/ Cover

"Technical Proposal" shall include inter-alia the scanned copies of duly signed or digitally signed copies of forms as mentioned in Section 6: Standard Forms for Submission. The technical proposal shall not include any financial information. A technical proposal containing material financial information shall be declared non-responsive.

11.2 Financial Proposal/ Cover

"Financial Proposal" shall comprise the Price Schedule (Submitted separately as an excel sheet) available on the eProcurement Portal. It should be filled considering all financially relevant details, including Taxes and Duties. No additional technical details that have not been brought out in the technical proposal shall be brought out in the financial proposal. A financial proposal containing material technical information not disclosed in the technical proposal shall be declared non-responsive.

11.3 Proposal Validity

The proposal validity will be for a period as mentioned in Section 4: Data Sheet. A Proposal valid for a shorter period shall be rejected as nonresponsive. In exceptional circumstances, before the expiry of the original time limit, the Client may request the Consultants to extend the validity period for a specified additional period. The request and the Consultants' responses shall be made in writing.

11.4 Bid Security - Related Documents

- 11.4.1 The Consultant shall provide Bid Security as Earnest Money Deposit (EMD) for the amount shown in Section 4: Data Sheet (or if permitted, a Bid Securing Declaration in lieu of EMD).
- 11.4.2 Unless otherwise provided in Section 4: Data Sheet, the earnest money shall be denominated in Indian Rupees. Wherever relevant, it shall be in favour of the Account specified Section 4: Data Sheet and shall be furnished in one of the following modalities valid for the number of days as specified in Section 4: Data Sheet beyond the validity of the proposal:
 - a) Insurance Surety Bonds (or)
 - b) Account Payee Demand Draft (or)
 - c) Bank Guarantee
- 11.4.3 EMD shall be forfeited if the Consultant breaches any of the following obligation(s) under the RFQ cum RFP:
 - a) Withdraws or amends his Proposal or impairs or derogates from the Proposal in any respect within the period of validity of the Proposal; or

- b) After having been notified within the period of Proposal validity of the acceptance of his Proposal by the Client:
 - i. Refuses to or fails to submit the original documents for scrutiny or the required Performance Security within the stipulated time as per the RFQ cum RFP document's conditions.
 - ii. Fails or refuses to sign the contract.
- 11.4.4 Unsuccessful Consultants' EMD shall be returned to them without any interest after the conclusion of the resultant contract. Successful Consultant's EMD shall be returned without any interest after receipt of performance security from them.
12. Signing and Uploading Proposals
- 12.1 Relationship between Consultant and eProcurement Portal
- The Client is neither a party nor a principal in the relationship between the Consultant and the organisation hosting the e-procurement portal (hereinafter called the Portal). Consultants must comply with the rules, regulations, procedures, and implied conditions/ agreements of the eProcurement portal, including registration, a compatible Digital Signature Certificate (DSC), etc. Consultants shall settle clarifications and disputes, if any, regarding the Portal directly with them. In case of conflict between provisions of the Portal and the RFQ cum RFP Document, provisions of the Portal shall prevail. Consultants may study the resources provided by the Portal for Consultants.
- 12.2 Signing of Proposal
- The individual signing/ digitally signing the Proposal or any other connected documents should submit an authenticated copy of the document(s), which authorises the signatory to commit and submit Proposals on behalf of the Consultant.
- 12.3 Submission/ Uploading of Proposals
- 12.3.1 Submission/ Uploading to the Portal
- a. Proposals must be uploaded on the eProcurement Portal mentioned in Section 4: Data Sheet until the deadline for the Proposal submission as notified therein. If the office happens to be closed on the deadline to submit the Proposal as specified above, this deadline shall not be extended. Physical copy of the proposal submitted on the e-Procurement portal to reach the client within one week from the date of submission of the online copy. Proposals submitted through modalities other than those stipulated in Section 4: Data Sheet shall be liable to be rejected as nonresponsive.

- b. In the case of downloaded documents, the Consultant must not make any changes to the contents of the documents while uploading, except for filling in the required information; otherwise, the Proposal shall be rejected as nonresponsive. Uploaded Pdf documents should not be password-protected. Consultants should ensure the clarity/ legibility of the scanned documents uploaded by them.
- c. The date and time of the e-Procurement server clock (also displayed on the dashboard of the consultants) shall be the reference time for deciding the closing time of the Proposal submission. Consultants are advised to ensure they submit their Proposal within the deadline of submission, taking the server clock as a reference, failing which the portal shall not accept the Proposal. No request on the account that the server clock was not showing the correct time, and that a particular consultant could not submit their Proposal because of this, shall be entertained. Failure or defects on the internet or heavy traffic at the server shall not be accepted as a reason for a complaint. The Client shall not be responsible for any failure, malfunction or breakdown of the electronic system used during the e-Tender process.
- d. Only one copy of the Proposal can be uploaded, and the Consultant shall digitally sign all statements, documents, and certificates uploaded by him, owning sole and complete responsibility for their correctness/ authenticity as per the IT Act 2000 as amended from time to time. A proposal submitted by a Joint Venture shall be digitally signed by an authorised representative with a written power of attorney signed by each member's authorised representative to legally bind all members.
- e. Unless otherwise specified, in Section 4: Data Sheet, originals of the EMD/ Bid Security instrument must be physically submitted, and an acknowledgement must be obtained on or before the bid submission deadline at the venue mentioned in Section 4: Data Sheet. Failure to do so is likely to result in the bid being rejected. If the office is closed on the deadline for such physical submission, the physical submission deadline shall be extended to the next working day at the same time and venue.
- f. The Client reserves its right to call for verification at any stage of evaluation, especially from the successful Consultant(s), before the issue of a Letter of Award (LoA), originals of uploaded scanned copies of documents (uploaded at RFQ cum RFP stage). If a consultant fails at that stage to provide such originals or, in case of substantive discrepancies in such documents, it shall be construed as a breach of the Code of Integrity. Such RFP proposals shall be subject to rejection as nonresponsive and to other punitive actions for such a breach.

- g. Regarding the protected Price Schedule (Excel format), the Consultant shall only enter his name in the space provided in the specified location. Consultant shall type rates in the figure only in the rate column of respective service(s) without any blank cell or zero values in the rate column, without any alteration/ deletion/modification of other portions of the Excel sheet.
- h. All Proposals uploaded by the Consultant to the portal shall get automatically encrypted. The encrypted Proposal can only be decrypted/ opened by the authorised persons on or after the due date and time. The Consultant should ensure the correctness of the Proposal before uploading and take a printout of the system-generated submission summary to confirm the successful Proposal upload.

12.3.2 Implied Acceptance of Procedures by Consultants

Submission of Proposal in response to the RFP Document is deemed to be acceptance of the procedures and conditions of e-Procurement and the RFP Document.

12.4 Modification, Resubmission, and Withdrawal of Proposals

12.4.1 Modification & Resubmission

Once submitted in e-Procurement, the Consultant cannot view or modify his Proposal since it is locked by encryption. However, resubmission of the Proposal by the Consultants for any number of times superseding earlier Proposal(s) before the submission date and time is allowed. Resubmission of a Proposal shall require uploading all documents, including the financial Proposal, afresh. The system shall consider only the last Proposal submitted.

12.4.2 Withdrawal

- a. The Consultant may withdraw his Proposal before the Proposal submission deadline, and it shall be marked as withdrawn and shall not get opened during the Proposal opening.
- b. No Proposal should be withdrawn after the Proposal submission deadline and before the Proposal validity period expires. If a Consultant withdraws the Proposal during this period, the Client shall be within its right to forfeit the Bid Security (or enforce the Bid Securing Declaration, if it was allowed in lieu of Bid Security), in addition to other punitive actions provided in the RFQ cum RFP Document for such misdemeanour.

13. Proposal Opening

The Proposals shall be opened on or after the date & time of the opening stipulated in Section 4: Data Sheet. Proposals cannot be opened before the specified date & time, even by the Tender Inviting Officer, the Procurement Officer, or the Publisher. If the specified date of Proposal opening falls on a holiday or closed day for the Client, the Proposals shall be opened at the appointed time on the next working day.

14. Evaluation of Proposals and Award of Contract

14.1.1 The evaluation shall be based upon scrutiny and examination of all relevant data and details submitted by the Consultant in its/ his Proposal and other allied information deemed appropriate by the Client. Evaluation of Proposals shall be based only on the criteria/ conditions included in Section 4: Data Sheet. The Selection Method to be used for evaluation and the Type of Contract (Price Structure) is mentioned in Section 4: Data Sheet.

14.1.2 During the evaluation of Techno commercial or Financial Proposals, the Client may, at its discretion, but without any obligation to do so, ask the Consultant to clarify its Proposal by a specified date. The consultant should answer the clarification within that specified date (or, if not specified, 7 days from receiving such a request). The request for clarification shall be submitted in writing or electronically, and no change in prices or substance of the Proposal shall be sought, offered, or permitted that may grant any undue advantage to such Consultant. Any clarification submitted by a Consultant regarding its Proposal that is not in response to a request by the Client shall not be considered.

14.1.3 The Client reserves its right to, but without any obligation to do so, seek any shortfall information/ documents only in case of historical documents which pre-existed at the time of the Proposal Opening and which have not undergone change since then and do not grant any undue advantage to any Consultant. There is a provision on the portal for requesting Short-fall documents from the Consultants. The system allows taking the shortfall documents from consultants only once after the technical Proposal opening.

14.1.4 If the consultant fails to provide satisfactory clarification and/or missing information, its RFQ cum RFP shall be evaluated based on available information and documents

14.1.5 In case of discrepancy between the Technical and Financial Proposals in indicating quantities of input, any higher quantities in Technical Proposal shall prevail, and the quoted total prices shall be assumed to apply to this higher quantum. The unit rate for such activity shall be accordingly adjusted. No such correction shall be done if quantities are lower in the Technical proposal.

- 14.1.6 If there is a discrepancy in between words and figures, the amount in words shall prevail; however, If the Financial Proposal remains ambiguous and leads to two equally valid total price amounts, it shall be rejected as non-responsive.
15. **Contacting the Procuring Entity during the Evaluation**
From Proposal submission to awarding of the contract, no Consultant shall contact the Client on any matter relating to the submitted Proposal. If a consultant needs to contact the Client for any reason relating to this tender and/ or its Proposal, it should do so only in writing or electronically. Any effort by a consultant to influence the Client during the processing of Proposals, evaluation, Proposal comparison or award decisions shall be construed as a violation of the Code of Integrity, and the Proposal shall be liable to be rejected as nonresponsive in addition to other punitive actions for violation of Code of Integrity as per the RFQ cum RFP.
16. **Award of Contract**
The Consultant whose Proposal has been accepted and scores the highest combined score as per provisions mentioned in Section 4: Data Sheet shall be notified of the award by the Client before the expiration of the Proposal validity period by written or electronic means. This notification (hereinafter and in the Conditions of Contract called the "Letter of Award - LoA") shall state the sum (hereinafter and in the contract called the "Contract Price") that the Client shall pay the Consultant in consideration of delivery of Services. The Letter of Award (LoA) shall constitute the legal formation of the contract, subject only to the furnishing of performance security as per the provisions of the sub-clause below. The Client, at its discretion, may directly issue the contract subject only to the furnishing of performance security, skipping the issue of LoA.
17. **Performance Security**
- 17.1 Within the number of days stipulated in Section 4: Data Sheet (or 21 days if not specified) of receipt of the Letter of Award (LoA, or the contract if LoA has been skipped), performance Security as per details in Section 4: Data Sheet shall be submitted by the Consultant to the Client.

- 17.2 If the Consultant, having been called upon by the Client to furnish Performance Security, fails to do so within the specified period, it shall be lawful for the Client at its discretion to annul the award and forfeit EMD (or enforce Bid Securing Declaration if it was permitted to be submitted in lieu of Bid Security), besides taking any other administrative punitive action like 'Removal from List of Registered Suppliers' etc. No request from the successful bidder to defer the submission of Performance security beyond the specified period shall be entertained by the client.
18. Signing of Contract
 - 18.1 After the award notification, the Client shall share a copy of the Contract Agreement (as per Section 7: Standard Contract) with the successful Consultant for review. The Consultant may point out to the Client, in writing/ electronically, any anomalies noticed in the contract within seven days of receipt. The Contract Agreement shall be executed within 28 days after the date of issue of the Letter of Acceptance and after submission and verification of the Performance Security.
 - 18.2 If asked by the Client, the successful Consultant shall return the original copy of the contract, duly signed and dated, within seven days from the date of receipt of the contract, to the Client by registered/ speed post or by a suitable digital means.
19. Code of Integrity in Public Procurement, Misdemeanours and Penalties

Procuring authorities, Consultants, suppliers, and contractors should observe the highest standards of integrity and not engage in prohibited practices or other misdemeanours, either directly or indirectly, at any stage of the procurement process or the execution of resultant contracts.
20. Acknowledgement by Applicant

It shall be deemed that by submitting the Proposal, the Applicant has:

 - 20.1 Made a complete and careful examination of the RFQ-cum-RFP;
 - 20.2 Received all relevant information requested from the Client;
 - 20.3 Accepted the risk of inadequacy, error, or mistake in the information provided in the RFQ-cum-RFP or furnished by or on behalf of the Client;
 - 20.4 Satisfied itself about all matters, things and information, including matters herein above, necessary and required for submitting an informed Application and performance of all of its obligations thereunder;

- 20.5 Acknowledged that it does not have a Conflict of Interest; and
- 20.6 Agreed to be bound by the undertaking provided by it under and in terms hereof.
- 20.7 Neither the Client nor its employees or associated agencies shall be liable for any omission, mistake or error on the part of the Applicant in respect of any of the above or on account of any matter or thing arising out of or concerning or relating to RFQ-cum-RFP or the Selection Process, including any error or mistake therein or in any information or data given by the Client nor its employees or associated agencies.

SECTION 4: Data Sheet

Sr	Item Description	Details
Basic Information		
1	Name of the Authority / Client / Procuring Entity	Maharashtra Industrial Township Limited (MITL)
2	Name of the Project	Appointment of an Architectural Firm for Designing the Administration cum Integrated Command and Control Centre (ICCC) Building Prebuilt Factories and Entrance Gates at Dighi Port Industrial Area (DPIA), Raigad District, Maharashtra
3	Location of the Project	Dighi Port Industrial Area (DPIA), Raigad District, Maharashtra
4	Nature of Assignment	Architectural Consultancy
5	Procurement Method	Single Bid Two Stage
6	Tender No.	MITL/DPIA/202627/02
7	Selection Method	Single Bid Two Stage Stage 1: Request for Qualification The proposals/Bids received from Bidders will be evaluated to check compliance with the minimum eligibility criteria and score the minimum marks as mentioned in Section 4, clause 37 Stage 2: Request for Proposal Bids shortlisted in Stage 1 will be further evaluated as per Quality cum Cost Based Selection (QCBS) mentioned in Section 4, clause 38.
8	Currency of Tender	Indian Rupees Only
9	Language	Proposal submitted by the Consultant and all subsequent correspondence and documents relating to the Proposal will be in English language only.
10	Alternate Proposals and Conditional Proposals	Not permitted.

Communicati on Details		
12	Name of Nodal Officer	Mr. Sagar Paraswar
13	Designation of Nodal Officer	Manager–Infra and Planning
14	Office Address	Udyog Sararathi, MIDC office, Mahakali caves Roa Andheri East, Mumbai - 400093
16	Official Email ID for Correspondence	sagar.paraswar@auric.city / managerinfrahq@mitl.org.in
17	Website for Downloading the Tender	https://aitl.eproc.in , www.auric.city
18	Communication for Pre - Tender Queries	sagar.paraswar@auric.city managerinfrahq@mitl.org.in
Key Dates and Schedules		
19	Date of Issue of Tender Document	Referto Section 4, clause 42
20	Last Date for submitting pre-bid queries	Referto Section 4, clause 42
21	Pre-Tender Meeting	Date: 11 th Aug 2026 Time: 12:30 Hrs Mode: Offline and Online (bidder can also join by online mode via MSteam and can send request for the link on above e-mail ID)
22	Last Date & Time for Submission of Bids	Referto Section 4, clause 42
23	Mode of Submission	Bids to be submitted b oth online and in physical copies. Bidders must submit both physical and online bids before the bid duedate.
24	Tentative Date of Opening of Bid	Referto Section 4, clause 42

25	Tentative Date of Announcement of Result	Refer to Section 4, clause 42
Tender Fee & Performance Security		
26	Fee for Purchase of Tender Document	Non-refundable fee of ₹30,000/- (excluding GST).
27	Mode of Payment for Purchase of Tender Document	Online
28	Earnest Money Deposit (EMD) / Bid Security	₹10 lakhs
29	Validity of EMD / Bid Security	Six months.
30	Bid Securing Declaration in lieu of EMD / Bid Security	Not Applicable
31	Performance Security	5% of the Contract Value
32	Validity of Performance Security	3 (three) months after the issue of the Completion Certificate
33	Form of Performance Security	Bank Guarantee (BG) as per the format specified FORML, issued by an Indian Scheduled Commercial Bank or a Nationalised Bank (incorporated in India and approved by the RBI), or in the form of an Insurance surety bond (issued by an Insurance Company authorised by the Insurance Regulatory and Development Authority of India) in favour of the Employer.
34	Exemption Category	NIL
Tender Validity		
35	Tender Validity	90 (Ninety) days from the date of bid submission
Joint Venture / Consortium		
36	Participation in the Tender as Joint Venture / Consortium	Consortiums/JVs shall be permitted. The number of consortium/ JV members will be limited to 2.

		If the bidder lacks relevant experience in Maharashtra, the bidder must enter into a Joint Venture/Consortium with a local architectural firm. In case of consortium/JV, a legally binding JV Agreement defining roles and responsibilities as provided in Section 6: Standard Forms for Submission shall be submitted. One firm shall be designated as the Lead Member A firm shall not participate in more than one consortium or submit multiple proposals for the same project.
Criteria for Selection		
37	Stage 1: Request for Qualification	This stage aims to shortlist a pool of Bidders who meet a minimum eligibility criterion and demonstrate adequate technical & financial competence to deliver the project. The evaluation of Bids at this stage will be based on the marking scheme set out in Section 4, clause 4 Among the firms achieving a qualifying score of at least 70%, only the top 10, ranked by their actual scores, shall be shortlisted for the next stage. The maximum marks for this stage will be 100.
38	Stage 2: Request for Proposal	The shortlisted Bidders will be invited to present their Design Proposal before the Evaluation Committee. The proposals/bids of the shortlisted bidders will be evaluated on Quality and Cost-Based Selection (QCBS) criteria with weightage as below: • Weightage for Technical Score (St) - 80% • Weightage for Financial Score (Sf) - 20% Technical Score (St) The technical score will be based on the Combined Marks obtained out of 100 in the Technical Evaluation, as per the indicated criteria. The Technical Score shall be determined based on the sum of the weighted aggregate of marks obtained under the following parameters:

		(i) Technical Competency shall have a weightage of forty per cent (40%), and (ii) Concept Design Proposal Presentation shall have a weightage of sixty per cent (60%). The total Technical Score shall accordingly be computed by applying the respective weightages to the marks awarded under each parameter. Financial Score (Sf) The Financial Proposals are assigned a cost score based on their relative ranking of prices, with the lowest evaluated Financial Proposal (FL) receiving the maximum financial score (Sf) of 100. The formula for determining the financial scores (Sf) of all other Proposals is as follows: $Sf = 100 \times FL / F,$ in which "FL" is the price of the lowest offer, "Sf" is the financial score calculated, and "F" is the price of the proposal under consideration. Final Composite Score (S) Total Score will be the sum of the technical and financial score as per the weightage assigned to the technical bid (St) @ 80% and the financial bid (Sf) @ 20% $S = (St \times 0.8) + (Sf \times 0.2)$ The tender will finally be ranked based on the Final Composite score (S). The Successful Bidder shall be the first-ranked bidder with the highest final composite score and will be awarded the contract. If two or more bids have the same highest score in the final ranking, the bid with a higher technical score will be awarded the work.
39	Financial Proposal	Please refer to Section 6: Standard Forms for Submission.
Payment Terms		
40	Payment Terms	Please refer to Section 5 Deliverable and Payment Milestones

Project Schedule			
41	Project Schedule	The project isscheduled for 30 months from the date of issuance of LoA to the selected Architectural Firm.	
42	Key Dates	T-determines the date of issuance of the RfQ cum RfP document	
		Date of issuance/ publishing RFQ cum RFP	05 th August 2026
		Last date for receiving queries/requests	10 th Aug 2026
		Pre-bid Meeting	11 th Aug 2026 @ 12:30 PM
		Issuance of Clarifications/pre bid reply	13 th Aug 2026
		Bid submission last date	28 th Aug 2026 by 15:00 Hrs
		Opening of RFQ	28 th Aug 2026 @ 16:30 Hrs
		Presentation by the Eligible bidders	TBD
		Declaration of Technical Scores and Opening of Financial Bid	TBD

Stage 1- Minimum Eligibility Criteria

Sr. No.	Parameter	Minimum Criteria	Documents Required	Applicability
1	Company Profile & Legal Status	- Registered under the Companies Act 2013/1956, Partnership Act 1936, LLP Act NGO/Society/Govt. Bodies/Academic institutes/Individual Proprietor - Registered with Income Tax & GST - Minimum 10 years' experience as of the previous financial year from the date of issue of RfQ cum RfP for the lead member - Valid CoA registration for the Principal Architect(s)	- Copy of certificate of incorporation/registration, along with name change, if any - Copy of PAN Card / GST registration certificate - CoA Registration Certificate	To be met by each of the Lead Members and the JV/Consortium.
2	Firm's Work Experience / Technical Capacity	Completed at least one (01) similar* project with a comprehensive detailed design (Arch., Interiors, MEP, Structure, Infrastructure, Site Development) having a capital cost ≥Rs 56 Crore OR Completed at least two (02) similar* projects with Comprehensive Detailed Design (Arch., Interiors, MEP, Structure, Infrastructure, Site Development), a capital cost of ≥Rs 35 Crore OR	Copy of Work order (Including Scope of Work), AND Client experience certificate/ Completion Certificate with information viz. Name of assignment, Date of start, Date of completion, contract amount, total payment received for all required projects	Lead Member

		Completed at least three (03) similar* projects with Comprehensive Detailed Design (architecture, Interiors, MEP, Structure, Infrastructure, and site development) with a capital cost of ≥Rs 28 Crore in the last 10 years from the date of publishing this RfQ cum RFP		
3	Firm's Specific Work Experience	Completed at least one (01) similar* project with Comprehensive Detail Design (Arch., Interiors, MEP, Structure, Infrastructure, Site Development) certified with GRIHA/IGBC/LEED/ECSBC Norms with a capital cost ≥ Rs 35 Crore.	GRIHA/ IGBC/ LEED/ ECSBC certification for a project	Lead Member
4	Financial Capacity	Average Annual turnover ≥ INR 3.5 Cr Architectural services in the last 5 FYs (2020-21 to 2024-25). Positive Net worth as per the last financial year statement	- Statement from Statutory Auditors stating total revenues from professional fees for the last 5 financial years. OR - If the bidder does not have a statutory auditor, an audited statement from the firm's appointed Chartered Accountants.	Lead Member
5	Blacklisting	Not debarred by any central/ state governments & respective departments, Urban Local Bodies, PSUs,	Self-certified undertaking by authorised signatory	



RfQ cum RfP for Appointment of an Architectural Firm for Designing the Administration cum ICC building, Prebuilt factories and Entry Gates at DPIA

		Development Authorities & SPVs, other Statutory bodies and Multilateral/ Bilateral agencies such as World Bank, ADB, JICA, UN Agencies, etc., but not limited to, as on proposal submission date		To be met by all, Lead Member and JV/Consortium
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Note:

- *similar project shall mean Institutional/ Commercial/ office buildings/Corporate buildings/Mixed-use development buildings/Training Centre/conventional centre having a minimum built-up area of 10,000 sq. m.
- Only Bidders fulfilling minimum eligibility criteria shall be considered for further technical evaluation & grading.

Stage 2- Technical Evaluation Criteria

Sr. No.	Minimum Criteria	Grading Criteria	Documents Required	Sub Mark	Max. Marks
2	Firm's Work Experience / Technical Capacity			50	
2.1	Completed at least one (01) similar* project with a comprehensive detailed design (Arch., Interiors, MEP, Structure, Infrastructure, Site Development) having a capital cost $\geq$ Rs 56 Crore OR Completed at least two (02) similar* projects with Comprehensive Detailed Design (Arch., Interiors, MEP, Structure, Infrastructure, Site Development), a capital cost of $\geq$ Rs 35 Crore OR Completed at least three (03) similar* projects with Comprehensive Detailed Design (architecture, Interiors, MEP, Structure, Infrastructure, and site development) with a capital cost of $\geq$ Rs 28 Crore in the last 10 years from the date of publishing this RfQ cum RFP	Fulfilling minimum eligibility criteria	Experience Certificate / Completion Certificate and LoA/ Contract Agreement/ Work order	14	20
		1.5 additional mark for every additional relevant project to a maximum of 6 marks		6	

2.3	Similar* project experience in Architecture Design and Development of a certified building with GRIHA/ IGBC / LEED / ECSBC norms with a cost Rs 35 Crore.	Minimum 1 project $\geq$ Rs 35 Cr. of project value (project value)	certificate/letter issued by the relevant governing body (e.g. GRIHA Council, IGBC, USGBC/GBCI for LEED, or the relevant authority for ECBC)	7	10
		1 mark for every additional project $\geq$ Rs 35 Cr. of project value to a maximum of 3 marks		3	
2.4	Project experience that includes the design of a Command and Control Centre/ Room	2.5 marks for every project to a maximum of 7.5	Completion Certificate from the Client	7.5	7.5
2.5	Similar* project experience with Comprehensive Detail Design (Arch., Interiors, MEP, Structure, Infrastructure, Site Development) $\geq$ Rs 35 Crore in Maharashtra State in the last 10 years	2.5 marks for every project to a maximum of 7.5 marks	Completion Certificate from the Client	7.5	7.5
2.6	National / International award ⁺ for architectural design excellence, planning, or built project performance, given by recognised professional institutions or government bodies.	1 mark for every award to a maximum of 5 marks	Official Award Certificate and Citation for building the project	5	5
3	Team Composition (Key Experts with minimum years of experience required)			35	

3.1	Team leader/Project Architect:18 yrs exp.	According to the Required Experience and Expertise of Key Experts- see clause 44 for details	Relevant Degree Certificates/ Relevant work experience certificates / Self-certified CVs by authorised Signatory	10
3.2	Project Manager Civil/Construction Management, 15 yrs exp.			5
3.3	Sustainability Expert (GRIHA / IGBC / LEED ECSBC)12 years exp.			3
3.4	Senior Architect: 12 yrs exp.			3
3.5	Structural Engineer10 yrs exp.			4
3.6	MEPEngineer:8 yrs exp.			4
3.7	LandscapeArchitect: 8 years exp			3
3.8	BIM Manager8 yrs exp			3
4	Project Understanding and Design Approach			
4.1	Design Objectives	Bidder’s understanding of the assignment requirement and approach to deliverit		5
4.2	Response to context			10
	Total			100



*similar project shall mean Institutional/ Commercial/ office buildings/Corporate buildings/Mixed-use development buildings/Training Centre/conventional centre having a minimum built-up area of 10,000 sq. m

+ Award by a registered professional body like IIA, IBA, Aga khan, RIBA, COA, CII

Experience and expertise of key staff

Eligibility Criteria and Experience Required for Key Experts				Total Marks	35
Sl	Position	Eligibility Criteria	Marking Criteria	Percentage of sub marks	Total Marks
1	Team Leader Architect	- Should have a bachelor's degree in architecture - Should be registered with the Council of Architects - Should have at least eighteen (18) years of professional experience in the design and execution of buildings. - Should have completed the design of at least three (3) similar projects.	A. General Qualifications A1. Education-15 % A2. Professional Experience 15%	30%	10
			B. Adequacy for Assignment Experience in a similar capacity/ broad sector- 60%	60%	
			C. Association with the Firm C1.0 Full-time permanent staff- 5% C2.0 Years of Association 5% C2.1 Less than 3 yrs 2% C2.2 More than 3 yrs 5%	10%	

2	Project Manager	- Should have a bachelor's degree in Civil Engineering - Should have at least fifteen (15) years of professional experience in Project management and execution of buildings. - Should have completed the execution of at least two (2) similar projects.	A. General Qualifications A1. Education-15 % A2. Professional Experience15%	30%	5
			B. Adequacy for Assignment Experience in a similar capacity/ broad sector- 60%	60%	
			C. Association with the Firm C1. Full-time permanent staff- 5% C2. Years of Association5% C2.1 Less than 3 yrs2% C2.2 More than 3 yrs5%	10%	

3	Sustainability Expert (LEED/ GRIHA/ IGBC/ ECSBC)	- Should have a bachelor's degree in architecture/ civil engineering, or equivalent. - Should be certified Green Building Professional with at least twelve (12) years of professional experience in getting green building certification.	A. General Qualifications A1. Education-15 % A2. Professional Experience15%	30%	3
			B. Adequacy for Assignment Experience in a similar capacity/ broad sector- 60%	60%	
			C. Association with the Firm C1. Full-time permanent staff- 5% C2. Years of Association- 5% C2.1 Less than 3 yrs2% C2.2 More than 3 yrs5%	10%	

4	Senior Architect	- Should have a bachelor's degree in architecture - Should be registered with the Council of Architects - Should have at least twelve (12) years of professional experience in the design and execution of buildings. - Should have completed the design of at least two (2) similar projects.	A. General Qualifications A1. Education-15 % A2. Professional Experience15%	30%	3
			B. Adequacy for Assignment Experience in a similar capacity/ broad sector- 60%	60%	
			C. Association with the Firm C1. Full-time permanent staff- 5% C2. Years of Association5% C2.1 Less than 3 yrs2% C2.2 More than 3 yrs5%	10%	

5	Landscape Architect	- Should have a bachelor's degree in architecture and a Master's in Landscape Design, or equivalent. - Should have at least eight (8) years of professional experience in the design and execution of similar landscape projects for a government or semi government agency - Should have completed the landscape design of at least two (2) similar projects.	A. General Qualifications A1. Education-15 % A2. Professional Experience15%	30%	3
			B. Adequacy for Assignment Experience in a similar capacity/ broad sector- 60%	60%	
			C. Association with the Firm C1. Full-time permanent staff- 5% C2. Years of Association5% C2.1 Less than 3 yrs2% C2.2 More than 3 yrs5%	10%	

6	MEPF Expert	Should have a BE (Mech/Elec) with work experience of at least 8 years in similar projects.	A. General Qualifications A1. Education -15 % A2. Professional Experience 15%	30%	4
			B. Adequacy for Assignment Experience in a similar capacity/ broad sector- 60%	60%	
			C. Association with the Firm C1. Full-time permanent staff- 5% C2. Years of Association 5% C2.1 Less than 3 yrs- 2% C2.2 More than 3 yrs 5%	10%	

7	Structural Engineer	- Should be B.E. / M.E./ M. Tech/ Equivalent in Civil Engineering. - Should have at least ten (10) years of professional experience in the structural design of multi -story buildings and delivery of GF C for all structural elements.	A. General Qualifications A1. Education-15 % A2. Professional Experience15%	30%	4
			B. Adequacy for Assignment Experience in a similar capacity/ broad sector- 60%	60%	
			C. Association with the Firm C1. Full-time permanent staff- 5% C2. Years of Association5% C2.1 Less than 3 yrs2% C2.2 More than 3 yrs5%	10%	
9	BIM Manager	Should have a bachelor's degree in architecture,	A. General Qualifications A1. Education-15 %	30%	3

		engineering, or construction management, combined with industry experience and deep expertise in software like Autodesk Revit, Navisworks, and AutoCAD. Key qualifications include : a. Autodesk Certified Professional (ACP) in Revit. b. Certified BIM Manager (from organizations like RICS or AGC). c. ISO 19650 BIM Certification. • Should have eight (8) years of relevant professional in the AEC (Architecture, Engineering, and Construction) industry.	A2. Professional Experience -15%		
			B. Adequacy for Assignment Experience in a similar capacity/ broad sector- 60%	60%	
			C. Association with the Firm C1. Full-time permanent staff- 5% C2. Years of Association- 5% C2.1 Less than 3 yrs- 2% C2.2 More than 3 yrs- 5%	10%	
Total			35		

Note: Relevant experience means experience in projects, including but not limited to Institutional/Commercial or office buildings/Corporate building/ Mixed used development buildings/Training Centre/large scale conventional centre

Concept Design Proposal Presentation

The Bidders shortlisted (capped at a maximum of 10 firms) based on the Stage 2 Technical Evaluation Criteria shall present their detailed design proposals to the Evaluation Committee. The presentation shall duly consider the requirements indicated in the design brief (Section 9). It shall adequately showcase the design concept proposed by the Architect along with the proposed framework for its implementation.

The assessment of the Concept Design Proposal will be based on the extent to which it addresses the project's stated aspirations and objectives. Bidders may employ suitable modes of representation—such as architectural drawings, visualisations, diagrams, or other graphical and narrative formats—to effectively illustrate, demonstrate, and explain their concepts. Further details on the concept design proposal and the assessment criteria can be found in Annexure- Design Briefs, Chapter 6

The Design Proposal shall carry a total of 100 marks, with the detailed marking scheme provided in the table below

Sr. No	Assessment Criteria	Marks
1	Understanding the Concept & Evolution	5
2	Approach & Methodology	10
3	Vision alignment	5
4	Functionality	13
5	Design Strategies & Leveraging Site Context	12
6	Form & Aesthetics	10
7	Inspiration from Local/Regional Context	10

8	Innovation & Smart Interventions	10
9	Building Performance & Sustainable Development	10
10	Cost Efficiency & Revenue Generation Strategy	5
11	Workplan and Phasing	5
12	Risk Mitigation	5
	Total	100

Note: As per Section 4, clause 38: The technical score will be based on the Combined Marks obtained out of 100 in the Technical Evaluation, as per the indicated criteria. The Technical Score shall be determined based on the sum of the weighted aggregate of marks obtained under the following parameters:

- (i) Technical Competency shall have a weightage of forty per cent (40%), and
- (ii) Concept Design Proposal Presentation shall have a weightage of sixty per cent (60%).

The total Technical Score shall accordingly be computed by applying the respective weightages to the marks awarded under each parameter.

SECTION 5: Terms of Reference

Introduction

The National Industrial Corridor Development Programme (NICDP) is the Government of India's flagship infrastructure initiative to reshape the country's urban and industrial landscape. The programme aims to establish next generation smart industrial cities that are globally competitive, environmentally sustainable, technologically advanced, and socially inclusive.

At the core of this initiative, the National Industrial Corridor Development Corporation (NICDC) serves as the central agency, in partnership with state governments, to plan, develop, and execute integrated industrial corridors across India.

Delhi Mumbai Industrial Corridor (DMIC) is the first among the 11 industrial corridors being developed by the Government of India under the National Industrial Corridor Development Program.

Dighi Port Industrial Area (DPIA), measuring 24.50 sq. km in Raigad District, Maharashtra, is part of the DMIC and is being developed by Maharashtra Industrial Township Ltd, an SPV formed by the National Industrial Corridor Development Corporation (NICDC) and the Maharashtra Industrial Development Corporation (MIDC).

As a part of this development, the Administration cum ICCC Building have been planned to serve as the administrative heart of the industrial area and set a new benchmark for design excellence, focusing on energy efficiency, sustainability, incorporating green building standards, reflecting the local context, and celebrating regional materials and craftsmanship, ensuring functionality and environmental sensitivity.

The project also includes the planning and design of Entry Gates and allied infrastructure. These entry gates shall serve as key access control and identity elements of the industrial park, integrating architectural character, security infrastructure, traffic management, and landscape features to create a well-defined, secure entry experience consistent with the overall planning vision of the industrial city.

MITL aims to engage reputed architectural firms through a competitive selection process. The selected Architectural Firm will have to work on the following key components:

Broad Scope of Work

The scope of work for the selected architectural firm shall be as described in the Design Brief (Section 9) and the following pages. It shall essentially include all the units/structures indicated below as the minimum requirement. All works must comply with relevant statutory requirements and standards for safety, security, and environmental sustainability. The selected architectural firm shall ensure that the buildings and structures are designed for durability, ease of maintenance, and harmonious integration with the overall vision for the industrial city.

I. Admin cum ICCC Building

The Admin cum ICCC building shall have a built-up area of about 7000 sq. m. It shall be located in a plot measuring 1.20 Ha in the vicinity of the Central Business District (CBD) of the DPIA Parcel B. The building shall be designed in accordance with the requirements set out in the Design Brief (Section 9). The site location for the Admin cum ICCC building is provided in the drawings (Section 8).

II. Entrance Gates

The scope of work includes the comprehensive design and development of entrance gates at three distinct entry points within the industrial area. Each entry gate shall be designed to serve as a key access-control and identity element, integrating architectural character, security infrastructure, traffic management, and landscaping features. The gates must reflect a modern, progressive identity for the industrial park, emphasising local culture and regional materials.

The architectural firm shall undertake the design and detailing of all components related to the entrance gates, including architecture, structural design, mechanical, electrical, and plumbing (MEP) services, façade treatments, and integrated security systems.

- Entrance Gates at three (3) different entry points to the DPIA project site, Parcel B
- Each entry gate design shall cover:
 - Security cabin.
 - Signage and branding elements to enhance park identity and visibility.
 - Illumination arrangements for entrance gates, ensuring adequate lighting for safety, visibility, and aesthetics.
 - Landscaping around entrance gates, including planting, hardscape, and integration with the overall landscape vision of the industrial city.
 - Information board to provide relevant details to visitors and users.

III. Standard Prebuild Factories

The scope of work comprises the planning, design, and development of 10 units of Standard Prebuild Factories to be accommodated on a total plot area of 1.3 hectares, in accordance with client requirements. The selected architectural firm shall prepare and submit three distinct design alternatives for industrial buildings or sheds, ensuring flexibility and optimisation for industrial use.

- Provision of a compound wall with an appropriately designed entry gate for secure access and boundary definition.
- Establishment of a common security and surveillance facility, ensuring the safety and monitoring of all factory units within the premises.
- Development of a common safety orientation facility to facilitate mandatory safety briefings and compliance for all users and visitors.
- Design and implementation of common parking facilities to accommodate vehicles of employees, visitors, and goods transportation, ensuring efficient traffic management and convenience.
- Comprehensive landscaping works to enhance the aesthetic appeal, environmental sustainability, and overall ambience of the industrial campus.
- Provision and integration of essential utilities including power supply, lighting, water management, wastewater treatment, and solid waste management systems, ensuring operational efficiency and compliance with relevant statutory standards.

Detailed Scope of Work

The scope of work under various disciplines (as defined below) and elaborated extents are defined in the stages of work & deliverables. The design services shall meet the Design Guidelines, Area Statement, Technical Specifications, best practices related to Green Buildings, all relevant Codes, including local bye laws, NBC/IS etc., and overall project requirements. The scope shall also include , and not be limited to, interdisciplinary coordination with sub -consultants/vendors and any other subject expert consultants under this scope or appointed by Client for the Project, as may be necessary.

The selected architectural firm shall provide all necessary deliverables, including drawings, reports, statements, BOQs, tender documentation/packages, construction drawings and documents, and as-built drawings for the scope listed below and further described stage-wise in Stages of work & Deliverables. The scope shall also include vetting/approval of documents/shop drawings/mock-ups produced by others during the construction stage, as well as manuals post commissioning.

The deliverables shall be submitted to Client for their approval in hardbound and editable softcopy, including all back -up data such as drawings (in AutoCAD), BIM model, structural models, energy simulations, data sheets, design calculations, quantity take-off sheets and any other documents, as may be necessary for the scope defined below. The scope for each discipline shall begin with the preparation and submission of the DCI (Document Control Index), which clearly lists drawings and other documents with dates, for Client approval.

The same shall be in line with the broad timeline communicated by the Client at the outset of the Project and shall dovetail with the overall Project Schedule. The selected architectural firm will be responsible for delivering the following services for the development of the Admin cum ICCC building.

1. Survey and Investigationthe Consultant/Architectural Firm shall be responsible for carrying out all necessary surveys and investigations required to understand the site conditions comprehensively. The scope shall include, but not be limited to:
 - 1.1. Conducting a reconnaissance survey of the project site and the surrounding context.
 - 1.2. Carrying out topographical survey using Total Station or equivalent modern equipment, including preparation of contour plans and site drawings.
 - 1.3. Coordinating and/or undertaking geotechnical investigations, including soil testing and preparation of geotechnical reports, to establish safe design parameters.
 - 1.4. Identifying existing utilities, access points, and site constraints.
 - 1.5. Reviewing and assessing applicable local building bye -laws, development control regulations, zoning regulations, environmental norms, and other

statutory requirements related to planning, building performance, and approval procedures.

1.6. Incorporating survey findings and regulatory requirements into the planning and design approach.

All surveys, investigations, and reports shall be carried out in accordance with relevant standards and submitted to the Client for review and approval

2. Masterplan Development

Develop a comprehensive master plan for the project, including overall site circulation, with a structured, stage-wise phasing and implementation strategy in compliance with the parameters laid out in the Design Brief and local and international development norms. The scope shall commence with pre-design activities, including understanding the client's vision, project brief, site analysis, contextual assessment, and applicable coding and regulatory requirements, and conclude with the design approach & methodology.

Master Planning shall also have seamless and meaningful integration and shall clearly illustrate the proposed utilisation of the total permissible built-up area and accurately identify all proposed structures, infrastructure, and services within the designated land parcel. The design should be responsive and inclusive to create a barrier-free environment for differently-abled people.

3. Architectural Design Services

The scope of work includes comprehensive design development and multidisciplinary coordination from concept design to project handover.

The scope shall cover Architecture, Interior Design, Site Planning, Landscape Design, Fire & Life Safety integration, MEP, HVAC and Mechanical Services, ensuring full compliance with the Design Brief, client's vision, and all applicable statutory and regulatory requirements. The Consultant shall act as the Lead Consultant, responsible for overall coordination, integration, and quality assurance of all design inputs from subject matter experts and specialist consultants, including BIM coordination.

The scope shall commence with pre-design activities, including analysis of project requirements, preparation of space planning matrices, site and contextual analysis, and identification of applicable codes and development regulations. Services shall include preparation of BIM-based design documentation, comprehensive drawings, schedules, and specifications, support during the tender stage for the appointment of the contractor, and provision of construction-stage services and supervision until project completion and handover.

3.1. Site Planning and Building Design

- a. Conduct a detailed site analysis covering topography, access, existing and proposed utilities, hydrology and drainage patterns, prevailing wind directions, and solar orientation.
- b. Develop overall functional planning, including vehicular and pedestrian circulation systems, parking plans, and placement of ICCC core, Administration and utility zones and ancillary facilities
- c. Propose an architectural design that sensitively and creatively responds to the local cultural context, climatic conditions, sustainability considerations and security needs.
- d. Design with clear segregation of public, semi-public, and restricted areas, ensuring operational efficiency and security compliance
- e. Integrate setbacks, fire tender movement, service access, emergency access routes and coordinated landscape planning in accordance with applicable local development regulations and fire safety norms
- f. Ensure universal accessibility and barrier-free design in compliance with applicable accessibility standards
- g. Incorporate sustainable site planning strategies including climate-responsive design, heat island mitigation, stormwater management, and energy-efficient orientation.
- h. Provide planning provisions for future expansion, scalability, and adaptability of facilities.

3.2. Architectural and Interior Design

- 3.2.1. Plan layouts for ICCC spaces (control room, situation/war rooms, conference and briefing areas, data centre, DG/wiring rooms) and office/administrative spaces (including cabins, open offices, meeting areas, reception and all other spaces mentioned in the Design Briefs)
- 3.2.2. Integrate architectural and interior design with fire and life safety systems, security zoning, surveillance requirements, and applicable statutory codes and standards.
- 3.2.3. Optimise functional adjacencies, space utilisation, and barrier-free circulation as per NBC.
- 3.2.4. Incorporate ergonomic design principles and human-factor considerations suitable for 24×7 operational environments, including control rooms and workstations. Develop finishes – flooring, wall cladding, ceiling materials, and surface finishes – emphasising wear-resistance, comfort, and modern aesthetics.
- 3.2.5. Provide services for vertical transportation planning, including location, details and specifications of lifts, escalators etc. The planning and design details shall adhere to all applicable codes, including IS, NBC, local bye laws, etc.

- 3.2.6. Incorporate ICT and AV infrastructure spatial provisions aligned with system integrator requirements.
- 3.2.7. Prepare signage and wayfinding design, and colour and material specifications consistent with building identity
- 3.2.8. Ensure close coordination with MEP, HVAC, electrical, ICT, AV, and fire consultants to avoid design conflicts and ensure fully integrated interior solutions
- 3.2.9. Provide provisions for flexibility, future technological upgrades, and modular adaptability of ICCC and office spaces
- 3.2.10. Prepare material samples, mock-ups, and detailed specifications for client review and approval prior to finalisation and execution

3.3. Sustainability and Energy Efficiency

- 3.3.1. Incorporate passive design strategies including optimal building orientation, daylighting, external shading devices, and natural ventilation, responsive to local climatic conditions. Integrate sustainability measures such as solar PV readiness, energy-efficient lighting and systems, efficient water systems, rainwater harvesting, and waste management provisions.
- 3.3.2. Ensure mandatory compliance with ECSBC. Additionally, the project shall target a Green Building Certification system, as determined by the MITL. In any case, a minimum rating of GRIHA 3 star shall be achieved as applicable for Public Sector Buildings. The Consultant shall be responsible for all sustainability-related documentation, coordination, simulations, and submissions required for certification. Utilise BIM-based data and models to carry out sustainability and energy performance analyses, including thermal performance, daylight factor analysis, energy modelling, and optimisation studies. Provide support during construction and commissioning stages for sustainability compliance, including review of submittals, site inspections related to sustainability measures, and preparation of inputs for Operations & Maintenance manuals

3.4. Building Information Modelling (BIM) and Digital Coordination

- 3.4.1. Develop an integrated multidisciplinary BIM model for the entire project, encompassing architectural, façade, interior, structural, Landscape and MEPF/ICT services any other such disciplines if required.
- 3.4.2. Maintain the model through the design, tender, and construction stages from LOD 100 (concept stage) up to LOD 350 (GFC stage)
- 3.4.3. Conduct periodic BIM-based clash detection, coordination reviews, issue coordinated reports and integration meetings to resolve design and interface conflicts.

- 3.4.4. Establish, Manage and maintain a Common Data Environment (CDE) for controlled information exchange, version management, approvals, and collaboration among all project stakeholders.
- 3.4.5. Prepare the BIM Execution Plan (BEP), defining project-specific BIM goals, roles and responsibilities, model segregation, Level of Detail (LOD) and Level of Information Need (LOIN), software platforms, data standards, naming conventions, and coordination protocols as per the BIM standards
- 3.4.6. Define BIM model use cases, including design coordination, quantity take-offs, tender documentation support, construction coordination, and handover deliverables
- 3.4.7. Deliver final federated BIM models (native and IFC formats) with quantity outputs, schedules, and asset tagging information for post-occupancy use and facilities management use.
- 3.4.8. Ensure all approved design changes and revisions are incorporated and updated within the BIM models prior to issuance of GFC drawings
- 3.4.9. Stages of BIM:
 - 3.4.9.1. Concept Stage – LOD 100
 - 3.4.9.2. Schematic Stage – LOD 200
 - 3.4.9.3. Detail Design/Tender Stage - LOD 300
 - 3.4.9.4. Good for Construction – LOD 350
 - 3.4.9.5. Shop drawing Stage - LOD 400
 - 3.4.9.6. As-built stage – LOD 500

3.5. Documentation and Approvals

- 3.5.1. Prepare complete sets of design and construction drawings including general arrangement drawings, sections, elevations, and construction details in accordance with approved design intent and applicable codes
- 3.5.2. Prepare and submit drawings for municipal, fire, environmental and other statutory authorities and coordinate all revisions arising from authority comments until receipt of approvals
- 3.5.3. Develop detailed technical specifications, BoQs, and tender documents for civil, architectural, interior, fire, and landscape and associated works.
- 3.5.4. Issue coordinated Good for Construction (GFC) drawings based on coordinated consultant inputs

4. Structural Systems-

- 4.1.1. The scope includes the preparation of the conceptual structural system and DBRs (Design Basis Reports). Develop structural design for ICCC and office building, including foundations, framing systems (RCC/steel composite), slabs, beams, columns, shear walls, and cores to support all imposed loads (dead, live, wind, seismic) per NBC, IS codes, and local

seismic zone requirements, with adequate redundancy for critical ICCC and office operations.

- 4.1.2. Prepare detailed structural analysis, load calculations, member sizing, and layouts (foundation plans, framing plans, sections, details) coordinated with architectural massing, interior layouts, and MEP services shafts/equipment locations to ensure constructability and service integration.
- 4.1.3. Specify structural materials (concrete grades, rebar, structural steel if used), connections, expansion joints, and provisions for future vertical expansions or equipment loads (video walls, server racks, HVAC), including waterproofing at foundations, basements (if applicable) and terraces.
- 4.1.4. On approval, the design details and detailed construction drawings shall be prepared and submitted for inclusion in the tender and procurement document for appointing the contractor
- 4.1.5. Prepare Detailed structural design calculations and coordinated GFC drawings as per the relevant Indian codes of practice of recent revisions for construction purposes.
- 4.1.6. Obtain design review and approvals from a peer reviewer or a proper proof checker, whom MITL will appoint, at every stage from Concept to GFC drawings and incorporate comments arising from such reviews.

5. MEPF Design Services -

- 5.1.1. The scope of work of design includes HVAC, Electrical (including Solar & DG/UPS), ELV (Data & Voice services), Plumbing, Firefighting, Fire Alarm, Fire PA and BAS designs of all elements of the Project including but not limited to proposed main building/s, ancillary structure/s of both high side and low side. The scope also includes engineering for infrastructure works including roads, sewerage, storm water, water supply, earthwork, solid waste management and coordination with other subject matter experts including landscape, architects, structure etc within the plot boundary. This part shall also include coordination and advising additional Green Building Certification rating as defined in the Project Brief. The consultant shall ensure adherence to all applicable codes including IS, NBC, NEC, NFPA, CFO-NOCs, Environmental Clearance, etc.

5.2. Plumbing system-

- 5.2.1. The scope includes preparation of DBRs (Design Basis Reports) for the Design and sizing of plumbing and drainage systems for the ICCC and office building, including domestic water supply, internal plumbing,

soil/waste and rainwater drainage, ensuring code compliance, reliability, and provision for 24x7 critical operations in ICCC areas.

- 5.2.2. Plan water storage (UGR/OHT if in scope), transfer/distribution, plumbing shafts, pump rooms, and piping layouts for toilets, pantry, AHU/VRF drain connections, and service areas, coordinated with structural grids, cores, and interior layouts.
- 5.2.3. Integrate provisions for water-efficient fixtures, segregation of potable/non-potable lines where applicable, and systems for rainwater harvesting and reuse/groundwater recharge as per local regulations and sustainability objectives
- 5.2.4. Provide complete infrastructure required for rainwater harvesting, including but not limited to roof rainwater collection systems, vertical and horizontal rainwater down-take pipes, first-flush arrangements, filtration units, collection sumps/tanks, recharge pits/wells, overflow arrangements, and interconnections with storm water drainage systems. Integration of treated rainwater with the non-potable plumbing network (for flushing, landscaping, or utility use) shall be planned wherever permissible by local codes.
- 5.2.5. Design shall ensure proper integration of the rainwater harvesting system with the overall plumbing and drainage network, including necessary isolation valves, bypass arrangements, access points for maintenance, monitoring provisions, and protection against cross-contamination of potable water systems.
- 5.2.6. On approval, the design details and detailed construction drawings shall be prepared and submitted for inclusion in the procurement document for appointing the contractor
- 5.2.7. Detailed design calculations and GFC drawings as per the relevant Indian codes of practice of recent revisions for construction purposes.
- 5.2.8. Obtain approvals from a peer reviewer or a proper proof checker, whom MITL will appoint, at every stage from Concept to GFC drawings.
- 5.3. Electrical and ELV System-
 - 5.3.1. Scope includes the preparation of DBRs for providing internal and external electrification systems, including necessary electrical rooms, cables, power supply networks, substations, street lighting, etc. The scope of work also includes preparing conduit layouts for telephone, computer cable, LAN, TV, and ELV systems. The entire design shall be as per the latest IS codes and the recommended procedures of the original equipment manufacturers
 - 5.3.2. On approval, the design details and detailed construction drawings shall be prepared and submitted for inclusion in the procurement document for appointing the contractor

5.3.3. Detailed design calculations and GFC drawings as per the relevant Indian codes of practice of recent revisions for construction purposes.

5.3.4. Obtain approvals from a peer reviewer or a proper proof checker, whom MITL will appoint, at every stage from Concept to GFC drawings.

5.4. ICT, Security and AV Design-

5.4.1. Scope includes preparation of DBRs for functional requirements and detailed ICT architecture, including network topology, data, voice, security layers and video convergence for the ICCC, data centre, and disaster recovery interfaces.

5.4.2. Specify active and passive network components (core switches, routers, firewalls, Wi-Fi, structured cabling, racks) with redundancy, cybersecurity, and scalability for future integrations.

5.4.3. Design and specify physical and electronic security systems, including CCTV surveillance, access control systems (biometric/card-based), intrusion detection, perimeter security, video management systems (VMS), and integration with SOC/ICCC platforms. The design shall address coverage planning, camera placement, storage sizing, retention policies, redundancy, and compliance with applicable safety and data protection guidelines.

5.4.4. Define integration requirements with external systems (CCTV, ITMS, e-governance, sensors, data platforms, cloud services) and prepare interface control documents and data flow diagrams.

5.4.5. Design video wall, operator consoles, local displays, audio systems, and control processors to support multi-source visualisation, incident dashboards, and collaboration needs of the ICCC.

5.4.6. Specify AV distribution (matrix/switching), signal transmission, conferencing (VC), recording, and public address integration where required.

5.4.7. Prepare layout for ergonomics, sightlines, acoustics, and environmental controls aligned with smart city/ICCC control room best practices.

5.4.8. On approval, the design details and detailed construction drawings shall be prepared and submitted for inclusion in the procurement document for appointing the contractor

5.4.9. Detailed design calculations and GFC drawings as per the relevant Indian codes of practice of recent revisions for construction purposes.

5.4.10. Obtain approvals from a peer reviewer or a proper proof checker, whom MITL will appoint, at every stage from Concept to GFC drawings.

5.5. HVAC and other Mechanical Works-

5.5.1. Scope includes preparation of DBRs for design and size of HVAC and mechanical systems (including VRF/chillers, precision ACs, ventilation,

exhaust) to ensure 24x7 thermal comfort, reliability, and compliance with relevant standards for all ICCC and office spaces.

- 5.5.2. Develop detailed load calculations, zoning, and layouts (ducting, piping, fresh air and exhaust, pressurisation where needed) coordinated with architectural, structural, ICT, and ceiling plans.
- 5.5.3. Define control philosophy, sequences of operation, and integration of HVAC systems with centralised monitoring platforms (BMS/SCADA) for efficient operation, alarms, and energy management.
- 5.5.4. On approval, the design details and detailed construction drawings shall be prepared and submitted for inclusion in the procurement document for appointing the contractor
- 5.5.5. Detailed design calculations and GFC drawings as per the relevant Indian codes of practice of recent revisions for construction purposes.
- 5.5.6. Obtain approvals from a peer reviewer or a proper proof checker, whom MITL will appoint, at every stage from Concept to GFC drawings.

5.6. Fire Fighting System-

- 5.6.1. Scope includes preparation of DBRs for design and specifying fire detection and alarm systems (addressable fire alarm panels, detectors, MCPs, sounders, integration with ICCC/BMS) in accordance with NBC, IS codes, and local fire authority requirements for all ICCC and office areas.
- 5.6.2. Design fire-fighting systems, including a hydrant network, sprinklers, hose reels, pump room (main, jockey, standby pumps), water storage, and clean-agent/alternate suppression for critical server and electrical rooms as per applicable standards.
- 5.6.3. Prepare coordinated layouts (piping, valves, cabinets, pump room, signage) and interface details with architectural, structural, electrical, HVAC, and ICT services, ensuring adequate access, clearances, and maintainability.
- 5.6.4. On approval, the design details and detailed construction drawings shall be prepared and submitted for inclusion in the procurement document for appointing the contractor
- 5.6.5. Detailed design calculations and GFC drawings as per the relevant Indian codes of practice of recent revisions for construction purposes.
- 5.6.6. Obtain approvals from a peer reviewer or a proper proof checker, whom MITL will appoint, at every stage from Concept to GFC drawings.

5.7. Building Automation Systems (BAS)-

- 5.7.1. Scope includes developing a centralised Building Automation System (BAS) covering HVAC, lighting, electrical, plumbing, and fire systems for the ICCC and office building, ensuring smart, energy-efficient, and interoperable control through open protocols

- 5.7.2. Establish a hierarchical BAS network with sensors, DDC controllers, supervisory software, and a central server integrated with the ICCC SCADA dashboard for monitoring, alarms, scheduling, and energy analytics.
- 5.7.3. Deliver as-built documentation, point lists, network architecture, and O&M manuals; ensure cybersecurity compliance, warranty, and remote monitoring support with data backup and expandable architecture for future system upgrades.
- 5.7.4. Obtain approvals from a peer reviewer or a proper proof checker, whom MITL will appoint, at every stage from Concept to GFC drawings.

6. Interior Layouts-

- 6.1. Scope includes preparation of DBRs for designing and developing functional space planning and interior layouts for ICCC control room, war/incident rooms, conference and situation rooms, office workspaces, cabins, support areas, reception, and public interfaces in the office building, ensuring optimal adjacencies, circulation, and barrier-free access as per applicable codes and standards
- 6.2. Design detailed furniture and workstation layouts (operator consoles, open-office workstations, meeting tables, storage units, reception counters, collaborative zones) coordinated with ICT, AV, HVAC, lighting, and life-safety services, with a focus on ergonomics, sightlines to video walls, and comfort for 24x7 operations in ICCC and regular office spaces.
- 6.3. Prepare interior finish schemes for flooring, ceilings, walls, partitions, and acoustic treatments, including reflected ceiling plans and lighting integration, to achieve coherent aesthetics, appropriate acoustics, and differentiated identity between ICCC mission-critical areas and general office spaces
- 6.4. On approval, the design details and detailed construction drawings shall be prepared and submitted for inclusion in the procurement document for appointing the contractor
- 6.5. Prepare Detailed design calculations and coordinated GFC drawings as per the relevant Indian codes of practice of recent revisions for construction purposes.
- 6.6. Obtain design review and approvals from a peer reviewer or a proper proof checker, whom MITL will appoint, at every stage from Concept to GFC drawings and incorporate comments arising from such reviews.

7. Landscape Design-

- 7.1. Scope includes preparation of a complete landscape design for the site, including any interior open space, such as courtyards, if any. The design shall also address portions of the site not proposed for immediate construction, ensuring overall

visual, functional, and environmental continuity. The scope includes, but is not limited to

7.1.1. Open Space Design – Hard & Soft Areas

7.1.2. Landscape Structures & Features

7.1.3. Illumination Design (including light fixtures, light poles, etc.)

7.1.4. Approach Road & Car Parking Beautification

7.1.5. Recreation Area

7.1.6. Planting Design

7.1.7. Horticulture

7.1.8. Irrigation System, Surface Drainage & Water Management (Rainwater harvesting)

7.1.9. Periodic Inspection & Evaluation of Works at the site

7.1.10. Methodology for Execution & Maintenance

7.2. On approval, the design details and detailed construction drawings, specifications, schedules and documents shall be prepared and submitted for inclusion in the procurement document for appointing the contractor

7.3. Detailed design calculations and coordinated GFC drawings as per the relevant Indian codes of practice of recent revisions for construction purposes.

7.4. Obtain design review and Approval of a peer reviewer or a proper proof checker, as decided by MITL, is to be obtained by the Architectural Firm at each stage, right from Concept to GFC drawings and incorporate comments arising from such reviews.

8. Façade Design - The scope shall include design, guiding/coordinating other designers and detailing of all elements of building envelope but not limited to, glazing, jaalis, shading devices, canopies, external soffit cladding, balcony etc., cleaning & maintenance system. The deliverables shall be in line with the Client's requirements, codal requirements, green building requirements as per ECSBC, any additional Green Building Certification and other applicable statutory requirements. The Façade design shall include coordination with all concerned disciplines including architects, structure, green building, MEPF etc.

9. Lighting Design - The scope shall include the planning, design and integration of high-performance, reliable and energy-efficient lighting systems in accordance with applicable codes, standards and statutory requirements. The scope shall cover exterior architectural, façade and site lighting for secured and public areas including building entrances, access roads, perimeter zones, plazas, pedestrian circulation, hardscape and softscape areas, security features, and terraces, ensuring adequate illumination levels, uniformity, glare control and compatibility with CCTV and surveillance systems. The design should provide sufficient daylight levels and

thermal comfort inside the building as per ESCBC standards and additional Green Building Certification as recommended by MITL. Interior lighting design shall address mission-critical spaces including command-and-control rooms, video walls, monitoring and data analysis areas, Administration offices, conference and training rooms, lobbies, corridors and ancillary spaces, incorporating task, ambient and controlled feature lighting to support 24×7 operations, visual comfort, colour accuracy, reduced eye fatigue and operational efficiency. The design shall include lighting zoning, redundancy where required, emergency and backup lighting integration, and interfacing with BMS, UPS and DG systems, while meeting sustainability, maintainability and operational resilience requirements.

10. **Green Building** - The Scope of Services under various stages shall include, but not be limited to, ensuring meeting of the Project requirements of obtaining mandatory compliance of ECSBC and additional Green Building Certification under the applicable rating system for the project. The scope would consist of green building design consultancy, energy modelling and building commissioning tasks.
11. **Preparation of Tender documents** - Provide the tender documents, drawings, specifications and Bill of Quantities (BOQ), for the PMNC to prepare the tender document package for the appointment of a suitable contractor. Support PMNC in providing clarification to Prebid queries, bid evaluation and finalisation of the contractor
12. **Supervision during the construction phase** – Provide construction -stage supervision and review services to ensure that all works are executed in accordance with the approved drawings, design intent, and technical specifications in coordination with the PMNC and appointed contractor —resolution of the design issues related to the architectural and engineering designs raised by the contractor during execution.

Stages of Work and Deliverables

The Architectural Firm will submit all the components mentioned in the Detailed scope of work to MITL in the following stages

1. Conceptual Drawings and Inception Report
2. Schematic Drawings and Preliminary Estimates
3. Liaison Drawings
4. Tender Drawings and BoQ
5. Detailed Drawings including MEPF, Structural systems, Interiors, Landscape Design, etc
6. Good for Construction Drawings (GFCs)
7. Execution and Supervision

8. Post Execution and Handover

Note: All submissions at the above-mentioned stages will be in the form of Reports, Drawings, BIM Models, Renders, Animations and PowerPoint presentations, as applicable. All digital submissions shall be uploaded to the PMIS as prescribed by MITL.

Submission Requirements for all stages:

- Drawings: DWG, PDF (printed A1/A0/readable scale).
- Models: Native BIM files (.rvt or compatible) + open IFC format.
- Reports/Specs/BoQs: Word, Excel, and PDF.
- 3D Visualisations: Rendered images and flythroughs.
- Submit five (5) sets of hard copies of documents and drawings, or as specified below, in each stage

1. Concept Drawings and Inception Report -

Using the approved design brief, the firm shall provide at least three conceptual designs (including the one selected by the evaluation committee as the design option), each with variations, for the client to select. The proposed conceptual design shall consider the following factors.

- i. Full FSI Utilisation & Phasing to develop the site masterplan as per CDCPR, 2023.
- ii. It must consider barrier-free design strategies.
- iii. Sustainability considerations like passive cooling techniques, climate-responsive and sustainable design practices, embodying low energy costs, and the use of high-performance materials.
- iv. The design should provide sufficient daylight levels and thermal comfort inside the building as per ESCBC standards and Green Building Certification from GRIHA or as recommended by MITL.
- v. Local art, craft and cultural heritage.
- vi. Landscaping within the buildings and the site.

Compliance with applicable development control regulations and building bye-laws

Deliverables:

- i. Inception Report
- ii. Submit five (05) sets of hard copies of documents and drawings during the concept stage, as well as after acceptance of the proposal, along with soft copies (PDF as well as DWG, AutoCAD format) uploaded on the Common Data Environment.
- iii. BIM Models at LOD 100
- iv. Conceptual 3D renders/animation and physical model(s)
- v. Demonstration drawings/diagrams to illustrate climate responsiveness and adherence to local art and culture.
- vi. Prepare a rough estimate of the project cost

2. Schematic Drawings and Preliminary Estimates -

After the client approves the concept design, the Consultant will proceed with schematic design and drawings for all disciplines, including, but not limited to, architecture, structure, MEP, HVAC, fire detection and fire alarm, firefighting and life safety, landscape, interiors, and related components, for each component.

Deliverables:

- i. Prepare and submit Design Basis Reports for all components
- ii. Submit all approved documents in five sets of hard copies with soft copies (PDF as well as DWG, AutoCAD format) uploaded on the Common Data Environment.
- iii. 3D renders/animation and physical model(s), as needed by MITL
- iv. BIM Models at LOD 200
- v. Data and information on energy efficiency of the design and its sustainability features
- vi. Prepare preliminary estimate of the project

3. Liaison Drawings

Prepare and submit drawings and documents to the appropriate authority for necessary statutory approvals, ensure compliance with applicable codes, standards, and legislation, and obtain the required approvals.

Deliverables:

- i. Submit all approved documents in five (5) hard-copy sets, along with soft copies (PDF and DWG/AutoCAD) uploaded on the Common Data Environment (PMIS).

4. Tender Drawings and BoQ

Preparation of Tender drawings for Architectural, Structural, interior, HVAC, fire detection/ alarm and firefighting, plumbing, drainage, sewerage, water supply, internal roads, landscape and horticulture, internal and external electrifications, illumination design, etc., including all other allied services necessary for making the structures and building functional.

Deliverables

- i. Prepare and submit Tender Drawings
- ii. Detailed Cost Estimates and Bill of Quantities

5. Detailed Drawings

After the client approves the schematic design, the consultant will prepare detailed designs and drawings for all disciplines, including, but not limited to, architecture, structural, MEP, HVAC, fire detection and fire alarm, firefighting and life safety, landscape, and interiors, for each component. The detailed designs shall consider/include the following:

- i. Plans, elevations, sections, details and 3D renders.
- ii. Architectural norms/ byelaws, calculations, etc., to corroborate architectural detailing work.
- iii. Proposed measures for incorporating comprehensive, sustainable, and energy-efficient design concepts through physical and material parameters to optimise daylight levels inside the building as per the standards that comply with ECSBC and as prescribed in additional Green Building Certification
- iv. Perform thermal comfort analysis of the design through Envi MET or an equivalent tool to determine which open areas may be assigned for public use and gathering.
- v. Interior design plan including elements such as furniture design and layout, false ceilings, wall cladding, flooring layouts, painting schedule, location of HVAC units, internet connectivity points, surveillance schematics, building management system, etc.
- vi. Coordinated BIM model (LOD 300) using Autodesk software, ensuring resolution of clashes between architectural, structural and MEPF elements for the Administration cum ICCC building
- vii. Landscaping Drawings, including hardscape and softscape.
- viii. Internal and external lighting, including façade lighting design.
- ix. Engineering designs and drawings for utility components like electrical power distribution, rooftop solar panels and net metering systems, water supply, sewage piping, recycle-water piping, rainwater piping, solid waste disposal collection and sorting, and HVAC system as per the latest energy efficiency standards.
- x. Structural design, calculations and drawings.
- xi. Fire detection, prevention and firefighting system
- xii. Security systems, including surveillance systems, access control systems/security systems
- xiii. Area calculation sheets

Deliverables

- i. Prepare and submit Design Basis Reports for all components. The firm shall submit the final design basis and material selection after incorporating the MITL/PMNC's comments.
- ii. Clash free BIM Models at LOD 300 for all disciplines
- iii. Working Detail drawings - Plans, elevations, sections, details, schedules, finishes etc., Builder's work drawing, reinforcement drawings, coordinated drawings
- iv. Detailed specifications including material specifications, equipment specifications and cut sheets for all interior design finishing, furniture, and

- furnishing materials, including furniture, fixtures, lighting, decorative items, ceiling finish, colour scheme, etc.
- v. List of makes/ vendors /suppliers /manufacturers of various materials/ equipment/ instruments for review and acceptance by the client/ PMNC
 - vi. Detailed Bill of Quantities
 - vii. Submit all approved documents in five (5) sets of hard copies with soft copies (PDF as well as DWG, AutoCAD format) uploaded on the Common Data Environment.
 - viii. Energy Modelling and Simulation Reports
 - a. Perform **daylight analysis** and **thermal comfort simulations** (CFD for air flow, solar heat gain) to validate fenestration, shading devices, and glazing specification
 - b. Systems Specifications and Integration- lux levels, HVAC efficiency measures, renewable energy integration (solar PV, rain water harvesting, etc)
 - c. Prepare any Green Building system ratings submission package including energy audit methodology, meter specifications, Building Automation System (BAS) integration points, and commissioning checklist for postoccupancy verification.
 - d. BIM integrated Energy Data Include as-built energy model (LOD 300) calibrated against 12-month operational data for performance guarantee validation.
 - ix. A physical project model in a glass casing is to be provided. The model shall be at least 1:100, covering the building, the site, and the surrounding areas up to an appropriate perimeter.

As part of Design Deliverables in to stages -

- 5.1. **50% Design Development (50% DD)**- The Consultant shall prepare and submit 50% Design Development documents wherein the Architectural, Structural, and MEP (ASMEP) disciplines shall be coordinated. This stage shall include finalization of design intent, system concepts, preliminary equipment sizing, major service routing, shaft and plant room requirements, and space reservations. High-level interdisciplinary coordination shall be carried out to identify and resolve major conflicts. ICT, Security, AV, ELV, landscape, façade, and other specialist systems shall be conceptually aligned with the ASMEP design but need not be fully coordinated at this stage. The 50% DD submission shall be intended for design validation, stakeholder review, and cost estimation and shall not be considered construction ready.
- 5.2. **100% Design Development (100% DD)** - The Consultant shall prepare and submit 100% Design Development documents wherein all disciplines including Architecture, Structure, MEP, Fire Fighting, ICT, Security Systems, AV Systems, ELV, BMS, Façade, Landscape, and any other specialist systems shall be fully coordinated. All layouts shall be fully overlaid, dimensioned, and clash-free, with finalized equipment selections, capacities, access and maintenance clearances, levels, and system interfaces. The 100% DD submission shall be

suitable for tendering and shall form the basis for preparation of Good-for-Construction (GFC/IFC) drawings.

6. Good for Construction Drawings

Deliverables

- i. Prepare and submit complete sets of Good for Construction drawings with all details and specifications for each Building/construction item as per the Time Schedule.
- ii. The complete set of drawings shall be submitted to MITL/ PMNC for approval.
- iii. BIM Models at LOD 350 for all disciplines
- iv. Make revisions, if any, in the drawings as per MITL/PMNC's instructions.
- v. Submit five sets of documents and drawings, along with soft copies (PDF as well as DWG AutoCAD format) uploaded on the Common Data Environment (PMIS).

As part of GFC Deliverables into stages -

- 6.1. **50% Good for Construction (50% GFC)** - 50% Good-for-Construction (GFC) shall denote that approximately fifty percent (50%) of the detailed, final-stage construction drawings have been prepared and issued by the Consultant. At this stage, drawings for certain disciplines (such as Architecture, Structure and MEP) may be completed, while drawings for other disciplines may be under development and pending further coordination, detailing, review, and approval by the Client / PMC.
- 6.2. **100% Good for Construction (100% GFC)** - 100% Good-for-Construction (GFC) shall denote that all detailed construction drawings for the project, encompassing Architecture, Structure, MEP, Fire Fighting, ICT, Security Systems, AV Systems, ELV, BMS, Façade, Landscape, and any other specialist services, have been fully developed, coordinated, reviewed, and approved by the Client / PMC and relevant statutory authorities, as applicable. The 100% GFC submission shall constitute the complete, final, and coordinated construction documentation, forming the contractual basis for execution of all works.

7. Execution and Supervision

Deliverables

- i. Make revisions and issue drawings for proper execution of work during construction.
- ii. Any clarification/RFIs raised by Client/Contractor/Vendor during the execution of works shall be resolved/replied in written/drawings/sketch form with the TAT period, ensuring the works not hampered due to same and the same shall be subsequently incorporated in the working drawings. The Consultant shall respond to RFIs within 5 working days. Shop drawings, material submittals, and technical documents submitted by the Contractor

- shall be reviewed and returned within 7 working days, with resubmissions reviewed within 3 working days.
- iii. Prepare design deviation basis report for major RFIs, if any
 - iv. Review and approve the Shop drawings, BIM Model at LOD 400, specifications and any other documents shared by Contractor/Vendor.
 - v. Assist MITL to approve samples of various materials and work items.
 - vi. Check and approve shop drawings submitted by the contractor/ vendors.
 - vii. Evaluate the Construction Works and, wherever necessary, resolve design and detailing issues that arise at the site, clarify any decisions, offer interpretation of the drawings/specifications, attend meetings to ensure that the project proceeds generally in accordance with the conditions of the contract, and keep MITL informed and render advice on actions.
 - viii. Periodic Supervision by a competent Architect for project supervision/quality control. If necessary, MITL can request that the Architectural Firm appoint a full-time Architect on site.
 - ix. Periodic visit of the Project Site to ensure the design intent and clarify drawings and design-related issues. The Consultant along with the required sub-Consultant(s), shall undertake a minimum of one (1) site visit per month during active construction and additional visits during critical milestones.
 - x. A site inspection report summarizing observations, compliance with drawings, deviations, and recommended corrective actions shall be submitted within 48 hours of each visit and uploaded on the PMIS.
 - xi. Issue Certificate of Completion of works as per the format to be prescribed by MITL.

8. Post Execution and Handover

Deliverables

- i. Full sets of approved architectural, interior, and landscape GFC drawings.
- ii. Final DBRs and drawings for services like structure, HVAC, MEP, fire fighting, etc
- iii. Review and approve the Comprehensive BIM model (LOD 500) integrating architectural, structural, and MEP elements etc. developed by the Contractor/Vendor
- iv. As-built drawings, room and finish schedules, and facility management data.
- v. O&M documentation aligned with final construction status.
- vi. Project Completion Report

9. Deliverable and Payment Milestones

The milestone deliverables for ICCC cum Administration Building, along with allied facilities, entry gates and prebuild factories shall be as follows:

Sr. No.	Milestones	Duration in Weeks	Payment % of Contract Value
1	Mobilisation and submission of Conceptual Design Options (minimum 3).	D+2	5%
2	Approval of Conceptual Design, including Schematic Plans, Sections, Elevations and Theme	D+3	5%
3	Approval of schematic architectural drawings, landscape, site master plan and architectural models (3D views and walkthroughs).	D+7	10%
4	Submission of detailed design and drawings for structural, MEP, civil, and equipment, along with a BIM model	D+11	5%
5	Submission of BOQ for Civil, Architectural MEP, Landscaping and material specifications.	D+13	5%
6	Approval of structural, MEP, civil, and equipment designs and drawings	D+13	5%
7	Approval of BOQ for Civil, Architectural, MEP, Landscaping and material specifications.	D+15	5%
8	Submission of draft Tender Document with Tender drawings and BoQs.	D+17	5%
9	Approval of Final Tender Document with Tender drawings and BoQs.	D+19	10%
10	Submission of GFC drawings and a detailed plan/road map for compliance with ECSBC and achieving a GRIHA 3Star rating or higher.	D+21	5.0%
11	Approval of GFC drawings and a detailed plan/road map for compliance with ECSBC and achieving a GRIHA 3-Star rating or higher.	D+22	5.0%

12	Assisting in the Bid Process Management and the completion of the selection of the Contractor.	D+24	10%
13	Review and Approval of GFC drawings submitted by the contractor.	TBD	5%
14	Statutory permission/ approvals from Authorities.	As per statutory approval timelines	5%
15	Supervision and quality control during the Construction stage.	During the construction period (minimum two site visits per month)	10%
16	Project Completion, submission of completion report and handing over documentation of O&M Manuals, transfer of Data Packs, GRIHA/ ECSBC compliance evidence, etc.	Within 4 weeks of the submission of the project completion report and documents	5%

Note:

- i. Payment against each milestone shall be released only upon submission of the complete deliverables specified for that milestone and their review and acceptance by the Engineer-in-Charge. Partial or incomplete submissions shall not qualify for milestone payment.
- ii. For Sl. No.14 and Sl. No. 15, relating to statutory approvals and construction-stage supervision/design support, payments shall be released on a pro rata basis in accordance with the progress of the respective activities, subject to certification by the Employer/Engineer-in-Charge.

SECTION 6: Submission Forms

FORM A: RFQ cum RFP Submission Letter

(To be submitted on Bidders letterhead)

Date:

To,

The Managing Director

Maharashtra Industrial Township Limited (MITL)

Udyog Sarathi, MIDC Office,

Andheri East, Mumbai 400093, India

Subject: Request for Qualification cum Request for Proposal (RFQ cum RFP) for the Appointment of an Architectural Firm for Designing the Administration cum Integrated Command and Control Centre (ICCC) Building, Prebuilt Factories and Entrance Gates at Dighi Port Industrial Area (DPIA), Raigad District, Maharashtra

Sir,

With reference to your RFQ cum RFP Document dated [date], we, having examined all relevant documents and understood their contents, hereby submit our Technical Proposal for selection for the said assignment. The Proposal is unconditional and unqualified.

We are submitting our Proposal as [sole JV applicant / Insert the name of lead member with full name and address / Insert JV member with full name and address]

We hereby certify that along with our JV partners, we have experience, financial capability and experienced personnel to carry out the required work mentioned in Section 5: Terms of Reference. We confirm that all members of the Joint Venture / Consortium shall be jointly and severally liable for the performance of the obligations under the RFQ cum RFP and the contract, if awarded, and the Joint Venture / Consortium arrangement shall remain valid and unchanged from the RFQ cum RFP process up to the award of the contract.

If negotiations are held during the period of validity of the Proposal, we undertake to negotiate in accordance with the RFQ cum RFP. Our Proposal is binding subject only to the modifications resulting from negotiations in accordance with the RFQ cum RFP.

We understand you are not bound to accept any Proposal you receive. Further:

1. We acknowledge that Client will be relying on the information provided in the Proposal and the documents accompanying the Proposal for selection of the Consultant, and we certify that all information provided in the Proposal and in the supporting documents is true and correct, nothing has been omitted which renders such information misleading, and all documents accompanying such Proposal are true copies of their respective originals.
2. This statement is made for the express purpose of appointment as the Consultant for the aforesaid Project.
3. We shall make available to Client any additional information it may deem necessary or require for supplementing or authenticating the Proposal.
4. We acknowledge the right of Client to reject our application without assigning any reason or otherwise and hereby waive our right to challenge the same on any account whatsoever.
5. We certify that in the last 3 (three) years, we 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 by any public authority nor have had any contract terminated by any public authority for breach on our part.
6. We declare that:
 - a) We have examined and have no reservations about the RFQ cum RFP, including any Addendum issued by the Authority.
 - b) We do not have any conflict of interest in accordance with the terms of the RFQ cum RFP.
 - c) We have not directly or indirectly or through an agent engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, anti-competitive practice, obstructive practice, undesirable practice, or restrictive practice, as defined in the RFQ cum RFP document, in respect of any tender or request for proposal issued by or any agreement entered into with Client or any other public sector enterprise or any government, Central or State; and
 - d) We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in any corrupt practice, fraudulent practice, coercive practice, undesirable practice, or restrictive practice.
7. We understand that you may cancel the selection process at any time and that

you are neither bound to accept any Proposal that you may receive nor to select the Consultant, without incurring any liability to the Applicants.

8. We declare that we are not a member of any other bid applying for selection as a Consultant.
9. We certify that in regard to matters other than security and integrity of the country, we or any of our affiliates have not been convicted by a court of law or indicted or adverse orders passed by a regulatory authority which would cast a doubt on our ability to undertake the Consultancy for the Project or which relates to a grave offence that outrages the moral sense of the community.
10. We further certify that in regard to matters relating to security and integrity of the country, we have not been charge-sheeted by any agency of the Government or convicted by a court of law for any offence committed by us or by any of our affiliates. We further certify that neither we nor any of our associates have been barred by the central government, any state government, a statutory body, or any public sector undertaking, as the case may be, from participating in any project or bid, and that any such bar, if any, does not subsist as of the date of this RFQ cum RFP.
11. We further certify that no investigation by a regulatory authority is pending either against us or against our affiliates or against our CEO or any of our Directors/ Managers/ employees.
12. We hereby irrevocably waive any right or remedy which we may have at any stage at law or howsoever otherwise arising to challenge or question any decision taken by Client in connection with the selection of Consultant or in connection with the selection process itself in respect of the above-mentioned Project.
13. We agree and understand that the proposal is subject to the provisions of the RFQ cum RFP document. In no case shall we have any claim or right of whatsoever nature if the consultancy for the Project is not awarded to us or our proposal is not opened or rejected.
14. We agree to keep this offer valid for Ninety (90) days from the PDD specified in the RFQ cum RFP.
15. We offer a BID Security of Rs.----- (Rupees ----- only) to the Employer in accordance with the RFQ cum RFP Document. The BID Security in the form of a Bank Guarantee/Insurance surety Bond/Demand Draft is attached.
16. We certify that in terms of the RFQ cum RFP, our Net Worth is Rs.(Rupees.

In words)

17. A Power of Attorney in favour of the authorised signatory to sign and submit this Proposal and document is attached herewith.
18. In the event of our being selected as the Consultant, we agree to enter into a Contract in accordance with the contract prescribed in the RFQ cum RFP. We agree not to seek any changes in the aforesaid form and agree to abide by the same.
19. We have studied RFQ cum RFP and all other documents carefully. We understand that, except to the extent as expressly set forth in the Contract, we shall have no claim, right or title arising out of any documents or information provided to us by Client or in respect of any matter arising out of or concerning or relating to the selection process, including the award of consultancy.
20. The Technical and Financial Proposal is being submitted in a separate section. This Technical Proposal, read with the Financial Proposal, shall be binding on us.
21. We agree and undertake to abide by all the terms and conditions of the RFQ cum RFP Document.
22. We understand that you have the absolute right to accept or reject any or all responses, to modify, amend, postpone, cancel or withdraw this RFQ cum RFP process at any stage without assigning any reason whatsoever and without incurring any liability to any applicant

.....

(Signature with date)

.....

(Name and designation)

.....

(Organisation Seal)

FORM B: Bidder Information

(To be submitted on the Bidders' letterhead by each member of the JV/ Consortium with supporting documents, if any. Attach pages where necessary giving suitable references)

Name of the Bidder:	
Single Bidder / Lead Member / JV/Consortium Member	
Number of years in business:	
Total no. of employees:	
Date of incorporation:	
Place of registration / principal place of business:	
Bidder's website URL:	
Complete Postal Address:	
Telephone nos. (with country/ area codes):	
Authorised contact person name and designation:	
Authorised personnel contact email:	
Authorised personnel contact mobile no: (with country/ area codes)	
Company organization chart (not more than one page):	
Company profile in brief in one page (do not enclose marketing brochures):	
Corporate Identity No. (CIN):	
PAN Number:	
GSTIN Number:	

FORM C: Eligible Project Details

(Using the format below, provide information on each eligible assignment meeting the minimum eligibility criteria mentioned in Section 4: Data Sheet)

Note for each project:

- Enclose a copy of the work order.
- Enclose a copy of the client completion certificate.
- Projects Description without corresponding work orders and completion certificates will not be considered eligible.

Project name:	Project cost (in INR in Crore):
Country in which the project was executed: Location within country:	Duration of assignment (months):
Name of client:	Total No. of staff months of the assignment:
Client address:	Value of the services provided by your firm under the contract (in INR in Crore):
Start Date (Month/Year): Completion Date (Month/Year):	No. of professional staff – months provided by associated Consultants:
Name of Lead Architectural Firm:	Name of senior professional staff of your firm involved and functions performed (indicate most significant profiles such as Project Director/Coordinator, Team Leader):
Name of Associated Consultants, If any:	
Narrative description of project:	
Description of actual services provided by your staff within the assignment (summary of scope of work):	

Authorised Signature:



Note: Please limit the description of the project to one A4 size sheet of paper. Descriptions exceeding one A4-sized sheets of paper shall not be considered for evaluation. Supporting documentation like Client certificate etc. shall not be counted in the page limits for this form. However, such supporting documentation should be attached to as additional pages to this form.

FORM D: CV of Key Personnel

1.	Proposed position																												
2.	Name of firm																												
3.	Name of team member																												
4.	Date of birth																												
5.	Nationality																												
6.	Education	[Indicate college/university and other specialised education of staff member, giving names of institutions, degrees obtained, and year of obtainment, starting from the latest degree]																											
7.	Membership of professional organisations																												
8.	Training and publications																												
9.	Countries of work experience																												
10.	Languages	<table border="1"> <thead> <tr> <th rowspan="2">Language</th> <th colspan="3">Proficiency (good/ fair/ poor)</th> </tr> <tr> <th>Speaking</th> <th>Reading</th> <th>Writing</th> </tr> </thead> <tbody> <tr> <td>English</td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>					Language	Proficiency (good/ fair/ poor)			Speaking	Reading	Writing	English															
Language	Proficiency (good/ fair/ poor)																												
	Speaking	Reading	Writing																										
English																													
11.	Employment [Starting with the present position, list in reverse order every employment held by the staff member since graduation]	From	To	Name of Organisation	Position Held	Duration																							
		Month/Year	Month/Year																										

12	Work undertaken that best illustrates the capability to handle the tasks assigned	[Among the assignments in which the Staff has been involved, indicate the following information for those assignments that best illustrate staff capability to handle the tasks assigned] Name of assignment or project: Year: Location: Client: Project Cost: Main project features: Positions held: Activities performed:
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Certification

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes me, my qualifications, and my experience. I understand that any wilful misstatement described herein may lead to my disqualification or dismissal.

Signature:

Date: [dd/mm/yyyy]

Name of team member:

Form E: Financial Capability Statements

Annual Turnover from the Consulting Business of the Applicant		
Sl. No	Financial years	Annual turnover from the consultancy business of the Bidder (INR)
1	2021-22	
2	2022-23	
3	2023-24	
4	2024-25	
5	2025-26	
	Average Annual Turnover	
	Current net-worth	

(To be printed on the letterhead of the Statutory Auditor / Chartered Accountant)

Certificate from the Statutory Auditor/Chartered Accountant

This is to certify that [name of company] [registered address] has received the payments shown above against the respective years.

Name of Authorised Signatory Designation

Name of firm

Signature of Authorised Signatory Seal of Auditor firm Note:

1. In case the Consultant does not have a statutory auditor, it may provide the certificate from its Chartered Accountant.
2. It is clarified that the consultants whose annual accounts have not yet been finalised for the financial year 2025-26 can submit the average annual turnover for the years 2020-21, 2021-22, 2022-23, 2023-24 and 2024-25 along with a certificate from the Statutory Auditor certifying that the accounts for FY 2025-26 are yet to be finalised.
3. If bids are called between 1st April & 30th September of the year, then the latest audited financial year shall be the year before the previous year for financial criteria.

Form F: Format for Power of Attorney

(on non-judicial stamp paper as per stamp duty act duly attested by notary public)

Know all men by these presents, We, [name of organization and address of the registered office] do hereby constitute, nominate, appoint and authorise Mr / Ms [name], son/ daughter/ wife of [name], and presently residing at [address], who is presently employed with/ retained by us and holding the position of [designation] as our true and lawful attorney (hereinafter referred to as the "Authorised Representative"), with power to sub-delegate to any person, to do in our name and on our behalf, all such acts, deeds and things as are necessary or required in connection with or incidental to submission of our Proposal for and selection as consultant for Request for Qualification cum Request for Proposal (RFQ cum RFP) for the Appointment of an Architectural Firm for Designing the Administration cum Integrated Command and Control Centre (ICCC) Building, Prebuilt Factories and Entrance Gates at Dighi Port Industrial Area (DPIA), Raigad District, Maharashtra to be developed by the Client (the "Authority") including but not limited to signing and submission of all applications, proposals and other documents and writings, participating in pre-bid and other conferences and providing information/ responses to the Authority, representing us in all matters before the Authority, signing and execution of all contracts and undertakings consequent to acceptance of our proposal and generally dealing with the Authority in all matters in connection with or relating to or arising out of our Proposal for the said Project and/or upon award thereof to us until the entering into of the Contract with the Authority.

And we do hereby agree to ratify and confirm all acts, deeds and things lawfully done or caused to be done by our said Authorised Representative pursuant to and in exercise of the powers conferred by this Power of Attorney and that all acts, deeds, and things done by our said Authorised Representative in exercise of the powers hereby conferred shall and shall always be deemed to have been done by us.

IN WITNESS WHEREOF WE, [name of organization], THE ABOVE NAMED PRINCIPAL HAVE EXECUTED THIS POWER OF ATTORNEY ON DAY OF [month] [year].

For

[Signature, name, designation and address]:

Witness 1:

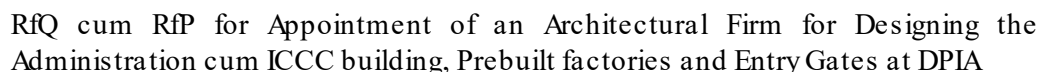
Witness 2:

Accepted:

[Signature, name, designation and address of the Attorney]:

a) The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executant(s) and when it is so required the same should be under seal affixed in accordance with the required procedure.

- b) Wherever required, the Applicant should submit for verification the extract of the charter documents and other documents such as a resolution/power of attorney in favour of the person executing this Power of Attorney for the delegation of power hereunder on behalf of the Applicant.
- c) For a Power of Attorney executed and issued overseas, the document will also have to be legalised by the Indian Embassy and notarised in the jurisdiction where the Power of Attorney is being issued. However, the Power of ~~Atty~~ provided by Applicants from countries that have signed The Hague Legislation Convention, 1961 are not required to be legalised by the Indian Embassy if it carries a conforming Apostille certificate.



(on non-judicial stamp paper as per stamp duty act duly attested by a notary public)

Whereas, , , ,
and..... (collectively the "Joint Venture") being Members of the Joint
Venture are interested in Bidding for the Project in accordance with the terms and
conditions of the Request for Qualification (RFQ) and Request for Proposal (RFP) and
other BID documents including agreement in respect of the Project, and

NOW THEREFORE KNOW ALL MEN BY THESE PRESENTS

Dighi Port Industrial Area



IN WITNESS WHEREOF WE THE PRINCIPALS ABOVE NAMED HAVE EXECUTED THIS POWER OF ATTORNEY ON THIS DAY.....OF 2026.

For

(Signature)

.....

(Name & Title)

For

(Signature)

.....

(Name & Title)

Witnesses:

1.

2.

(Executants)

(To be executed by all the Members of the Joint Venture)

Notes:

1. The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executant(s) and when it is so required, the same should be under common seal affixed in accordance with the required procedure.

2. Also, wherever required, the Bidder should submit for verification the extract of the charter documents and documents such as a board or shareholders' resolution/power of attorney in favor of the person executing this Power of Attorney for the delegation of power hereunder on behalf of the Bidder.

3. For a Power of Attorney executed and issued overseas, the document will also have to be legalized by the Indian Embassy and notarized in the jurisdiction where the Power of Attorney is being issued. However, the Power of Attorney provided by Bidders from countries that have signed the Hague Legislation Convention 1961 are not required to be legalized by the Indian Embassy if it carries a conforming Apostille certificate.



Form H: Statement of Legal Capacity

(for sole Bidder)

We, [Name of Bidder], hereby declare that we are a legally constituted entity duly incorporated/registered under the laws of [Country/India] and are competent to enter into and perform contracts.

We further confirm that the person signing this bid, [Name and Designation], is duly authorised to do so on our behalf through a valid Power of Attorney.

We confirm that we are not disqualified, debarred, or blacklisted by any Government, Semi-Government, PSU, or statutory authority and that there is no legal impediment to our participation in this bid.

Date:

Signature:

Name & Designation:

Seal of the Bidder:

Form I: Statement of Legal Capacity

(for Joint Venture / Consortium)

We, the undersigned members of the Joint Venture / Consortium, namely:

- [Name of Lead Member]
- [Name of Member 2]

hereby jointly and severally declare as follows:

Legal Status of Members

Each member of the Joint Venture / Consortium is a legally constituted entity duly incorporated or registered under the applicable laws of [India / Country] and is legally competent to carry on its respective business activities.

Eligibility and Capacity - Each member has the legal capacity, power, and authority to participate in this bid and to perform the obligations assigned to it under the Joint Venture / Consortium arrangement, in accordance with the tender requirements.

Authorisation of Lead Member

[Name of Lead Member] has been duly authorised by all other members to act as the Lead Member of the Joint Venture / Consortium for the purposes of this bid, including submission of the bid, correspondence, and execution of all documents.

Authorised Signatory

The person signing the bid, [Name and Designation], is duly authorised through valid Power(s) of Attorney issued by each member of the Joint Venture / Consortium.

No Legal Disqualification

None of the members of the Joint Venture / Consortium has been blacklisted, debarred, or otherwise prohibited by any Central or State Government, PSU, statutory authority, or regulatory body from participating in public procurement as on the date of submission of the bid.

No Legal Impediment

There is no pending legal restraint, insolvency proceeding, or statutory restriction that would prevent any member of the Joint Venture / Consortium from entering into or performing the contract, should it be awarded.

Binding Nature

This declaration shall be binding on all members of the Joint Venture / Consortium, jointly and severally, and shall remain valid throughout the bidding process and, in the event of award, during the execution of the contract.



For and on behalf of the Joint Venture / Consortium

Name:

Designation:

Signature:

Company Seal:

Form J: BidSecurity

A) Bank Guarantee

BG No.

Date:

1. In consideration of you, Maharashtra Industrial Township Limited (Formerly known as Aurangabad Industrial Township Limited), represented by Managing Director, having its registered office at Mumbai (hereinafter referred to as the “Authority” which expression shall, unless repugnant to the context or meaning thereof, include its administrators, successors and assigns) having agreed to receive the proposal of [Name of company], a company registered under the Companies Act, 1956 and having its registered office at [registered address of company] (hereinafter referred to as the “Bidder” which expression shall unless it be repugnant to the subject or context thereof include its successors and assigns), for appointment as Consultant for Architectural and Engineering Design of Administrative Cum ICCC Building at DPIA] (hereinafter referred to as the “Consultancy”) pursuant to the RFQ cum RFP Document dated [date] issued in respect of the Consultancy and other related documents including without limitation the draft contract for consultancy services (hereinafter collectively referred to as “RFQ cum RFP Documents”), we [Name of the Bank] having our registered office at [registered address] and one of its branches at [branch address] (hereinafter referred to as the “Bank”), at the request of the Bidder, do hereby in terms of relevant clause of the RFQ cum RFP Document, irrevocably, unconditionally and without reservation guarantee the due and faithful fulfilment and compliance of the terms and conditions of the RFQ cum RFP Document by the said Bidder and unconditionally and irrevocably undertake to pay forthwith to the Authority an amount of Rs 10,00,000 [Rupees Ten Lakh Only] (hereinafter referred to as the “Guarantee”) as our primary obligation without any demur, reservation, recourse, contest or protest and without reference to the Bidder if the Bidder shall fail to fulfil or comply with all or any of the terms and conditions contained in the said RFQ cum RFP Document.
2. Any such written demand made by the Authority stating that the Bidder is in default of the due and faithful fulfilment and compliance with the terms and conditions contained in the RFQ cum RFP Document shall be final, conclusive, and binding on the Bank. We, the Bank, further agree that the Authority shall be the sole judge to decide as to whether the Bidder is in default of due and faithful fulfilment and compliance with the terms and

conditions contained in the RFQ cum RFP Document including, Document including without limitation, failure of the said Bidder to keep its Proposal valid during the validity period of the Proposal as set forth in the said RFQ cum RFP Document, and the decision of the Authority that the Bidder is in default as aforesaid shall be final and binding on us, notwithstanding any differences between the Authority and the Bidder or any dispute pending before any court, tribunal, arbitrator or any other authority.

3. We, the Bank, do hereby unconditionally undertake to pay the amounts due and payable under this Guarantee without any demur, reservation, recourse, contest or protest and without any reference to the Bidder or any other person and irrespective of whether the claim of the Authority is disputed by the Bidder or not, merely on the first demand from the Authority stating that the amount claimed is due to the Authority by reason of failure of the Bidder to fulfil and comply with the terms and conditions contained in the RFQ cum RFP Document including without limitation, failure of the said Bidder to keep its Proposal valid during the validity period of the Proposal as set forth in the said RFQ cum RFP Document for any reason whatsoever. Any such demand made on the Bank shall be conclusive as regards amount due and payable by the Bank under this Guarantee. However, our liability under this Guarantee shall be restricted to an amount not exceeding Rs 10,00,000 [Rupees Ten Lakh Only].
4. This Guarantee shall be irrevocable and remain in full force for a period of 90 (Ninety) days from the Proposal Due Date and a further claim period of thirty (30) days or for such extended period as may be mutually agreed between the Authority and the Bidder, and agreed to by the Bank, and shall continue to be enforceable until all amounts under this Guarantee have been paid.
5. The Guarantee shall not be affected by any change in the constitution or winding up of the Bidder or the Bank or any absorption, merger or amalgamation of the Bidder or the Bank with any other person.
6. In order to give full effect to this Guarantee, the Authority shall be entitled to treat the Bank as the principal debtor. The Authority shall have the fullest liberty without affecting in any way the liability of the Bank under this Guarantee from time to time to vary any of the terms and conditions contained in the said RFQ cum RFP Document or to extend time for submission of the Proposals or the Proposal validity period or the period for conveying of Letter of Acceptance to the Bidder or the period for fulfilment and compliance with all or any of the terms and conditions contained in the said RFQ cum RFP Document by the said Bidder or to postpone for any time

and from time to time any of the powers exercisable by it against the said Bidder and either to enforce or forbear from enforcing any of the terms and conditions contained in the said RFQ cum RFP Document or the securities available to the Authority, and the Bank shall not be released from its liability under these presents by any exercise by the Authority of the liberty with reference to the matters aforesaid or by reason of time being given to the said Bidder or any other forbearance, act or omission on the part of the Authority or any indulgence by the Authority to the said Bidder or by any change in the constitution of the Authority or its absorption, merger or amalgamation with any other person or any other matter or thing whatsoever which under the law relating to sureties would but for this provision have the effect of releasing the Bank from its such liability.

7. Any notice by way of request, demand or otherwise hereunder shall be sufficiently given or made if addressed to the Bank and sent by courier or by registered mail to the Bank at the address set forth herein.
8. We undertake to make the payment on receipt of your notice of claim on us addressed to [Name of bank along with branch address] and delivered at our above branch which shall be deemed to have been duly authorised to receive the said notice of claim.
9. It shall not be necessary for the Authority to proceed against the said Bidder before proceeding against the Bank and the guarantee herein contained shall be enforceable against the Bank, notwithstanding any other security which the Authority may have obtained from the said Bidder or any other person and which shall, at the time when proceedings are taken against the Bank hereunder, be outstanding or unrealised.
10. We, the Bank, further undertake not to revoke this Guarantee during its currency except with the previous express consent of the Authority in writing.
11. The Bank declares that it has power to issue this Guarantee and discharge the obligations contemplated herein, the undersigned is duly authorised and has full power to execute this Guarantee for and on behalf of the Bank.
12. For the avoidance of doubt, the Bank's liability under this Guarantee shall be restricted to Rs. [in figures] ([in words]) payable at Mumbai Only. The Bank shall be liable to pay the said amount or any part thereof only if the Authority serves a written claim on the Bank in accordance with paragraph 8 hereof, on or before [date].

Signed and delivered by [name of bank]

By the hand of Mr. /Ms. [name], it's [designation] and authorised official.

(Signature of the Authorised Signatory) (Official Seal)

Notes:

- The Bank Guarantee should contain the name, designation and code number of the officer(s) signing the Guarantee and shall be payable/encashable at Mumbai only.
- The address, telephone number and other details of the Head Office of the Bank as well as of issuing Branch should be mentioned on the covering letter of issuing Branch.

Or

B) Insurance Surety Bond

Surety Bond for Bid Security

1) In consideration of you,..... (name of Client), having its office at, (hereinafter referred to as the "Authority", which expression shall unless it be repugnant to the subject or context thereof include its, successors and assigns) having agreed to receive the Bid of..... (name of the lead bidder) and having its registered office at....., (and acting on behalf of its Consortium/JV) (hereinafter referred to as the "Bidder" which expression shall unless it be repugnant to the subject or context thereof include its/their executors, administrators, successors and assigns), for the.....(name of the works),. Request for Qualification cum Request for Proposal (RFQ cum RFP) for the Appointment of an Architectural Firm for Designing the Administration cum Integrated Command and Control Centre (ICCC) Building, Prebuilt Factories and Entrance Gates at Dighi Port Industrial Area (DPIA), Raigad District, Maharashtra (hereinafter referred to as "the Project") pursuant to the RFP Document dated issued in respect of the Project and other related documents including without limitation the draft concession/contract agreement (hereinafter collectively referred to as "Bidding Documents"), We(Name of the Surety Insurer) having our registered office at, and one of its Mumbai branches at....., (hereinafter referred to as the "Surety Insurer"), at the request of the Bidder, do hereby in terms of Clause of the RFP Document, irrevocably, unconditionally and without reservation guarantee the due and faithful fulfilment and compliance of the terms and conditions of the Bidding Documents (including the RFP Document) by the said Bidder and unconditionally and irrevocably undertake to pay forthwith to the Authority an amount of Rs-..... (Rupees ,.....only) (hereinafter referred to as the "Surety Bond") as our primary obligation without any demur, reservation, recourse, contest or protest and without reference to the Bidder, if the Bidder shall Fail to fulfil or comply with all or any of the terms and conditions contained In the said Bidding Documents.

2) Any such written demand made by the Authority stating that the Bidder is in default of the due and faithful fulfilment and compliance with the terms and conditions contained in the Bidding Documents shall be final, conclusive and binding on the Surety Insurer.

3) We, the Surety insurer, do hereby unconditionally undertake to pay the amounts due and payable under this Surety bond without any demur, reservation, recourse, contest or protest and without any reference to the Bidder or any other person and irrespective of whether the claim of the Authority is disputed by the Bidder or not, merely on the first demand from the Authority stating that the amount claimed is due to the Authority for any reason whatsoever. Any such demand made on the Bank shall be conclusive as regards amount due and payable by the Surety Insurer under this Surety Bond. However, our liability under this Surety Bond shall be restricted to an amount not exceeding Rs. •0 ., (Rupees only).

- 4) This Surety Bond shall be irrevocable and remain in full force for a period of 90 (Ninety) day, from the Bid Due Date and a further claim period of 60 (sixty) days or for such extended period as may be mutually agreed between the Authority and the Bidder, and agreed to by the Surety Insurer, and shall continue to be enforceable till all amounts under this Surety Bond have been paid.
- 5) We, the Surety Insurer, further agree that the Authority shall be the sole judge to decide as to whether the Bidder is in default of due and faithful fulfilment and compliance with the terms and conditions contained in the Bidding Documents including, inter alia, the failure of the Bidder to keep its Bid open during the Bid validity period set forth in the said Bidding Documents, and the decision of the Authority that the Bidder is in default as aforesaid shall be final and binding on us, notwithstanding any differences between the Authority and the Bidder or any dispute pending before any Court, Tribunal, Arbitrator or any other Authority.
- 6) The Surety Bond shall not be affected by any change in the constitution or winding up of the Bidder or the Surety Insurer or any absorption, merger or amalgamation of the Bidder or the Surety Insurer with any other person.
- 7) In order to give full effect to this Surety Bond, the Authority shall be entitled to treat the Surety Insurer as the principal debtor. The Authority shall have the fullest liberty Without affecting in anyway the liability of the Surety Insurer under this Surety Bond from time to time to vary any of the terms and conditions contained in the said Bidding Documents or to extend time for submission of the Bids or the Bid validity period or the period for conveying acceptance of Letter of Award by the Bidder or the period for fulfilment and compliance with all or any of the terms and conditions contained in the said Bidding Documents by the said Bidder or to postpone for any time and from time to time any of the powers exercisable by it against the said Bidder and either to enforce or forbear from enforcing any of the terms and conditions contained in the said Bidding Documents or the securities available to the Authority, and the Surety Insurer shall not be released from its liability under these presents by any exercise by the Authority of the liberty with reference to the matters aforesaid or by reason of time being given to the said Bidder or any other forbearance, act or omission on the part of the Authority or any indulgence by the Authority to the said Bidder or by any change in the constitution of the Authority or its absorption, merger or amalgamation with any other person or any other matter or thing whatsoever which under the law relating to sureties would but for this provision have the effect of releasing the Surety Insurer from its such liability.
- 8) Any notice by way or request, demand or otherwise hereunder shall be sufficiently given in writing or made if addressed to the Surety Insurer and sent by courier or by registered post or by certified e-mail to the Surety Insurer at the address or e-mail set forth herein.
- 9) We undertake to make the payment immediately on receipt of your notice of claim on us addressed to name of Surety Insurer along with branch address and delivered at our above branch Who shall be deemed to have been duly authorised to receive the said notice of claim.

10) It shall not be necessary for the Authority to proceed against the said Bidder before proceeding against the Surety Insurer and the Surety Bond herein contained shall be enforceable against the Surety Insurer, notwithstanding any other security which the Authority may have obtained from the said Bidder or any other person and which shall, at the time when proceedings are taken against the Surety Insurer hereunder, be outstanding or unrealised.

11) We, the Surety Insurer, further undertake not to revoke this Surety Bond during its currency except with the previous express consent of the Authority in writing.

12) The Surety Insurer declares that it has power to issue this Surety Bond and discharge the obligations contemplated herein, the undersigned is duly authorised and has full power to execute this surety Bond for and on behalf of the Surety Insurer.

13) For the avoidance of doubt, the Surety Insurer's liability under this Surety Bond shall be restricted to Rs. ... Crore (Rupees ... crore only). The Surety Insurer shall be liable to pay the said amount or any part thereof only if the Authority serves a written claim on the Surety Insurer in accordance with paragraph 9 hereof, on or before (indicate date falling 90 days after the Bid Due Date),

14) This Surety Bond shall also be operable at our, branch at Mumbai, from whom confirmation regarding the issue of this Surety Bond or extension/renewal thereof shall be made available on demand. In the contingency of this Surety Bond being invoked and payment hereunder claimed, the said branch shall accept such invocation letter and make payment of amounts so demanded immediately under the said invocation.

15) The Insurance Surety Bond shall be verified from the specific portal created for this purpose.

Signed and Delivered by..... Company

By the hand of Mr./Ms....., itsand an authorised official at Mumbai only

Form K: Joint Bidding Agreement

(To be executed on Stamp paper of appropriate value)

THIS JOINT BIDDING AGREEMENT is entered into on this the day of 20....
AMONGST

1. {..... Limited, a company incorporated under the Companies Act, 1956} and having its registered office at (hereinafter referred to as the “First Part” “Lead Bidder” which expression shall, unless repugnant to the context include its successors and permitted assigns)

AND

2. {..... Limited, a company incorporated under the Companies Act, 1956} and having its registered office at (hereinafter referred to as the “Second Part” which expression shall, unless repugnant to the context include its successors and permitted assigns)

AND

3. {..... Limited, a company incorporated under the Companies Act, 1956} and having its registered office at (hereinafter referred to as the “Third Part” which expression shall, unless repugnant to the context include its successors and permitted assigns)

The abovementioned parties of the FIRST and SECOND are collectively referred to as the “Parties” and each is individually referred to as a “Party”

WHEREAS,

- a. a. The Maharashtra Industrial Township Limited (MITL) (the “Authority”), has invited Bids (the “Bids”) by its Request for Qualification cum Request for Proposal dated (The “tender Document”) for “ Appointment of Architectural firms for Designing the Admin-cum-Integrated Command and Control Centre (ICCC) Building and Entrance Gates at Dighi Port Industrial Area (DPIA), Raigad District, Maharashtra (The “Project”).
- b. The Parties have read and understood the Bid Document and are interested in jointly bidding for the Project as members of a JV/Consortium and in accordance with the terms and conditions of the Bid document, and
- c. It is a necessary condition under the Bid document that the members of the JV/Consortium shall enter into a Joint Bidding Agreement and furnish a copy thereof with the Bid.

NOW IT IS HEREBY AGREED as follows:

1. Definitions and Interpretations

In this Agreement, the capitalised terms shall, unless the context otherwise requires, have the meaning ascribed thereto under the Bid.

2. JV/Consortium

The Parties do hereby irrevocably constitute a JV/consortium for jointly participating in the Bidding Process for the Project. The Parties hereby undertake to participate in the Bidding Process only through this JV/Consortium and not individually and/ or through any other JV/consortium constituted for this Project, either directly or indirectly or through any of their Associates.

3. Joint and Several Liabilities

The Parties do hereby undertake to be jointly and severally responsible for all obligations and liabilities relating to the Project and in accordance with the terms of the Bid.

4. Distribution of Responsibilities

Sr.No	Name of Member of JV	% Share	Technical Responsibility	Financial Responsibility	Remarks

Note: The Lead Partner shall be responsible for executing a minimum of 51% of the total value of works. The JV/consortium partner shall be responsible for executing a minimum of 25% of the total value of works.

5. Termination

This Agreement shall be effective from the date hereof and shall continue in full force and effect at all times during the subsistence of the tender for “The Project” is achieved under and in accordance with the tender for “The Project” in case the Project is awarded to the JV/Consortium. However, in case the JV/Consortium is either not prequalified for the Project or does not get selected for award of the Project, the Agreement will stand terminated in case the Bidder is not pre-qualified or upon return of the Bid Security by the Authority to the Bidder, as the case may be.

6. Miscellaneous

This Joint Bidding Agreement shall be governed by laws of India. The Parties acknowledge and accept that this Agreement shall not be amended by the Parties without the prior written consent of the Authority.

IN WITNESS WHEREOF THE PARTIES ABOVE NAMED HAVE EXECUTED AND DELIVERED THIS AGREEMENT AS OF THE DATE FIRST ABOVE WRITTEN.



Signed, Sealed and Delivered - For and Behalf of Lead Bidder

Signature :

Name :

Designation :

Address :

Signed, Sealed and Delivered - For and Behalf of Second Part

Signature :

Name :

Designation :

Address :

Notes:

- The mode of the execution of the Joint Bidding Agreement should be in accordance with the procedure, if any, laid down by the Applicable Law and the charter documents of the executant(s) and when it is so required, the same should be under common seal affixed in accordance with the required procedure.
- Each Joint Bidding Agreement should attach a copy of the extract of the charter documents and documents such as resolution / power of attorney in favour of the person executing this Agreement for the delegation of power and authority to execute this Agreement on behalf of the Consortium Member.
- For a Joint Bidding Agreement executed and issued overseas, the document shall be legalised by the Indian Embassy and notarized in the jurisdiction where the Power of Attorney has been executed.

Form L: Bank Guarantee for Performance Security

(To be stamped in accordance with the Stamp Act, if any of the country, for the issuing bank)

Ref.:

Bank Guarantee:

Date:

Dear Sir,

In consideration of M/s Maharashtra Industrial Township Limited (hereinafter referred to as the 'Client' which expression shall unless repugnant to the context thereof include its successors, administrators and assigns) having awarded to M/s [name of consultant] type of company established under laws of [country] and having its registered office at [address] (hereinafter referred to as the 'Consultant' which expression shall unless repugnant to the context thereof, include its successors, administrators, executors and permitted assigns), Assignment for preparation of [name of assignment] Contract issued of Client's Contract Letter of Award No. [reference] dated [date] and the same having been unequivocally accepted by the Consultant, resulting in a Contract valued at Rs. [amount in figures and words] for (Scope of Work) (hereinafter called the 'Contract') and the Consultant having agreed to furnish a Bank Guarantee amounting to Rs. [amount in figures and words] to the Client for performance of the said Agreement.

We [Name of Bank] incorporated under [law and country] having its Head Office at [address] (hereinafter referred to as the Bank), which expression shall, unless repugnant to the context or meaning thereof, include its successors, administrators, executors and assigns) hereby guarantee and undertake to pay the Client immediately on demand and/or, all monies payable by the Consultant to the extent of Rs. [amount in figure and words] as aforesaid at any time up to and without any demur, reservation, contest, recourse or protest and/ or without reference to the Consultant. Any demand made by the Client on the Bank shall be conclusive and binding notwithstanding any difference between the Client and the Consultant or any dispute pending before any Court, Tribunal, Arbitrator or any other authority.

We agree that the Guarantee herein contained shall be irrevocable and shall continue to be enforceable until the Client discharges this guarantee.

The Client shall have the fullest liberty without affecting in any way the liability of the Bank under this Guarantee, from time to time to vary the extent and the time for performance of the Contract by the Consultant nor shall the

responsibility of the bank be affected by any variations in the terms and conditions of the contract or other documents. The Client shall have the fullest liberty without affecting this guarantee, to postpone from time to time the exercise of any powers vested in them or of any right which they might have against the Client and to exercise the same at any time in any manner, and either to enforce or to forbear to enforce any covenants, contained or implied, in the Contract between the Client and the Consultant any other course or remedy or security available to the client. The Bank shall not be relieved of its obligations under these presents by any exercise by the Client of its liberty with reference to the matters aforesaid or any of them or by reason of any other act or forbearance or other acts of omission or commission on the part of the Client or any other indulgence shown by the Client or by any other matter or thing whatsoever which under law would but for this provision have the effect of relieving the Bank.

The Bank also agrees that the Client at its option shall be entitled to enforce this Guarantee against the Bank as a principal debtor, in the first instance without proceeding against the Consultant and notwithstanding any security or other guarantee that the client may have in relation to the Consultant's liabilities.

This Guarantee shall be irrevocable and shall remain in full force and effect until discharge by the Bank of all its obligations hereunder.

This Guarantee shall not be affected by any change in the constitution or winding up of the Consultant /the Bank or any absorption, merger, or amalgamation of the Consultant /the bank with any other Person.

Notwithstanding anything contained herein above our liability under this guarantee is limited to Rs. [amount in figure and words] and it shall remain in force up to and including [date] and shall extend from time to time for such period(s) (not exceeding one year), as may be desired by M/s [name of consultant] on whose behalf this guarantee has been given. Date this [date in words] day [month] of [year in 'yyyy' format] at [place].

Witness

1. [signature, name, and address]

2. [signature, name, and address]

[Official Address]

Designation

[With Bank Stamp]

Attorney as Per Power of Attorney No. Dated

Note:

- 1. The date will be fixed as indicated in S.C.C.*
- 2. The stamp papers of appropriate value shall be purchased in the name of bank which issues the 'Bank Guarantee'. The bank guarantee shall be issued either by a bank (Nationalized/Scheduled) located in India.*
- 3. The Bank Guarantee should contain the name, designation and code number of the officer(s) signing the Guarantee.*
- 4. The address, telephone no. and other details of the Head Office of the Bank as well as of issuing Branch should be mentioned on the covering letter of issuing Branch and its specifically mentioned "payable in Mumbai"*
- 5. The Bid Proposal, however, should be accompanied by a certified copy of certificate of incorporation under the concerned act.*

Form M: Project Understanding and Design Approach

(Statement not to exceed 2000 words)

Bidder to submit a statement explaining their project Understanding and the design approach they will adopt. The statement should cover all the following four points:

1. Design Objectives

- Describe the firm's understanding of the project objectives and how the design approach will realise them. In this context, highlight the technological competencies of your firm

2. Response to context

- Explain how your design approaches local context, architectural character, and climatic and environmental conditions.

3. Domain Experts and Project Coordination

- Describe the kind of experts you would bring in to design this project.
- Explain the firm's capabilities in effectively coordinating design teams, consultants and contractors to complete projects on time and with quality outcomes.

Form N: Comments and Suggestions on the Terms of Reference

A: On the Terms of Reference

- 1.
- 2.
- 3.

B: On the data, services and facilities to be provided by the client

- 1.
- 2.
- 3.

C: On Technical Proposal

- 1.
- 2.
- 3.

D: General Comments

- 1.
- 2.
- 3.

Form O: Team Composition and Task Assignments

1. Professional Staff				
Name of staff	Firm	Area of expertise	Position assigned	Tasks assigned

2. Support Staff				
Name of staff	Firm	Area of expertise	Position assigned	Tasks assigned

Form P: Staffing Schedule

S.No.	Name of key staff	Staff input (in the form of a bar chart)							Total staff input
		M1	M2	M3	M4	M5	M6	n	(months)
	Name of support staff								
	Total								

Form Q: Work Schedule

Activities

SN	Activity	Months (in the form of a bar chart)							Total
		M1	M2	M3	M4	M5	M6	n	(months)
	Total								

Completion and submission of reports

SI	Reports	Program (date)

Note:

- Indicate all main activities of the assignment as defined in TOR covering total contract period.
- Duration of activities shall be indicated in the form of a bar chart.

Form R: Integrity Pact

(To be executed on plain paper and submitted along with Technical Bid/Tender documents)

This integrity Pact is made at _____ on this _____ day of _____ 2021.

Between

The Maharashtra Industrial Township Limited (MITL), represented by its Managing Director, Udyog Sarathi, MIDC Office, Andheri East, Mumbai 400093, India, (hereinafter referred to as the "Employer" which expression shall, unless repugnant to the context or meaning thereof, include its administrators, successors, and assigns)

And

{Name and address of the Firm/Company}, (hereinafter referred to as "Bidder" and which expression shall unless repugnant to meaning or context thereof include its successors and permitted assigns.)

Preamble

Whereas, the Employer has floated the Tender {NIT No.....dated.....} (hereinafter referred to as "Tender/Bid") and intends to award, under laid down organizational procedure, contract/s for Design, Construction, Testing, Commissioning and Operation & Maintenance of Infrastructure Works at DPIA under Delhi Mumbai Industrial Corridor (DMIC) "On EPC Basis" (hereinafter referred to as the "Contract").

And Whereas the Employer ~~is~~ ^{has} full compliance with all relevant laws of the land, rules of land, regulations, economic use of resources and of fairness/ transparency in its relations with its Bidder.

And whereas to meet the purpose aforesaid, both the parties have agreed to enter into this Integrity Pact (hereafter referred to as "Integrity Pact" or "Pact") the terms and conditions of which shall also be read as integral part and parcel of the Tender documents 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: Commitments of the Employer

- 1) The Employer commits itself to take all measures necessary to prevent corruption and to observe the following principles:-

- a) No employee of the Employer, personally or through family members, will in connection with the Tender for, or the execution of a 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 Employer will, during the Tender process treat all Bidder with equity and reason. The Employer will, before and during the Tender process, provide to all Bidder the same information and will not provide to any Bidder confidential/ additional information through which the Bidder could obtain an advantage in relation to the tender process or the contract execution.
 - c) The Employer will exclude all known prejudiced persons from the process, whose conduct in the past has been of biased nature.
- 2) If the Employer obtains information on the conduct of any of its employees which is a criminal offence under the IPC/PC Act or any other Statutory Acts or if there be a substantive suspicion in this regard, the Employer will inform the Chief Vigilance Officer and in addition can initiate disciplinary actions as per its internal laid down Rules/Regulations.

Article - 2: Commitments of the Bidder.

The Bidder commit himself to take all measures necessary to prevent corruption. He commits himself to observe the following principles during his participation in the tender process and during the contract execution.

- 1) The Bidder will not, directly or through any other person or firm, offer, promise or give to any of the Employer's employees involved in the tender process or the 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 tender process or during the execution of the contract.
- 2) The Bidder will not enter with other Bidders into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contract, submission or non-submission or bids or any other actions to restrict competitiveness or to introduce cartelization in the bidding process.
- 3) The Bidder will not commit any offence under the relevant IPC/PC Act and other Statutory Acts; further the Bidder will not misappropriately, for purposes of completion or personal gain, or pass on to others, any information or document provided by the Employer as part of the business relationship, regarding plans, technical proposals, and business details, including information obtained or transmitted electronically.

- 4) The Bidder of foreign origin shall disclose the name and address of the Agents/ Representatives in India, if any. Similarly, the Bidder of Indian Nationality shall furnish the name and address of the foreign principle, if any.
- 5) The Bidder will, when presenting his bid, disclose any and all payments he has made, is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the contract. He shall also disclose the details of services agreed upon for such payments.
- 6) The Bidder will not instigate third persons to commit offences outlined above or be an accessory to such offences.
- 7) The Bidder will not bring any outside influence through any Govt. bodies/quarters directly or indirectly on the bidding process in furtherance of his bid.

Article - 3: Disqualification from tender process and exclusion from future contracts.

- 1) If the Bidder, before award or during execution has committed a transgression through a violation of any provision of Article 2, above or in any other form such as to put his reliability or credibility in question, the Employer is entitled to disqualify the Bidder from the tender process.
- 2) If the Bidder has committed a transgression through a violation of Article 2, such as to put his reliability or credibility into question, the Employer shall be entitled to exclude including blacklist and put on holiday the Bidder for any future tenders/ contract award process. The imposition and duration of the exclusion will be determined by the severity of the transgression. The severity will be determined by the Employer taking into consideration the full facts and circumstances of each case particularly taking into account the number of transgressions, the position of the transgressors within the company hierarchy of the Bidder and the amount of the damage. The exclusion will be imposed for a maximum of 3 years.
- 3) A transgression is considered to have occurred if the Employer after due consideration of the available evidence concludes that "On the basis of facts available there are no material doubts".
- 4) The Bidder with its free consent and without any influence agrees and undertakes to respect and uphold the Employer's absolute rights to resort to and impose such exclusion and further accepts and undertakes not to challenge or question such exclusion on any ground, including the lack of any hearing before the decision to resort to such exclusion is taken. This undertaking is given freely and after obtaining independent legal advice.
- 5) The decision of the Employer to the effect that a breach of the provisions of this Integrity Pact has been committed by the Bidder shall be final and binding on the Bidder,

however, the Bidder can approach IEM(s) appointed for the purpose of this Pact.

- 6) On occurrence of any sanctions/ disqualification etc. arising out from violation of integrity pact, the Bidder shall not be entitled for any compensation on this account.
- 7) Subject to full satisfaction of the Employer, the exclusion of the Bidder could be revoked by the Employer if the Bidder can prove that he has restored/ recouped the damage caused by him and has installed a suitable corruption prevention system in his organization.

Article –4: Compensation for Damages.

- 1) If the Employer has disqualified the Bidder from the tender process prior to the award according to Article -3, the Employer shall be entitled to suspend the bidder for participation in the tendering process for the work of MITL and work under other Centrally Sponsored Schemes for a period of ~~one~~ ^{one} Year from the bid due date of this work apart from any other legal right that may have accrued to the Employer..
- 2) In addition to 1 above, the Employer shall be entitled to take recourse to the relevant provisions of the contract related to Termination of Contract due to Contractor's Default. In such case, the Employer shall be entitled to forfeit the Performance Bank Guarantee of the Contractor and/ or demand and recover liquidated and all damages as per the provisions of the contract agreement against ~~termination~~ ^{termination}.

Article –5: Previous Transgressions

- 1) The Bidder declares that no previous transgressions occurred in the last 3 years immediately before signing of this Integrity Pact with any other Company in any country conforming to the anti-corruption/ Transparency International (TI) approach or with any other Public Sector Enterprise/ Undertaking in India or any Government Department in India that could justify his exclusion from the tender process.
- 2) If the Bidder makes incorrect statement on this subject, ~~can~~ ^{he} be disqualified from the tender process or action for his exclusion can be taken as mentioned under Article ~~3~~ ³ above for transgressions of Article ~~2~~ ² and shall be liable for compensation for damages as per Article ~~4~~ ⁴ above.

Article –6: Equal treatment of all Bidders.

- 1) The Bidder undertake(s) to demand from all JV partners a commitment in conformity with this Integrity Pact, and to submit it to the Employer before contract signing.
- 2) The Employer will enter into agreements with identical conditions as ~~this~~ ^{those} with all Bidders.
- 3) The Employer will disqualify from the tender process all Bidders who do not sign this

Pact or violate its provisions.

Article –7: Criminal charges against violating Bidder.

If the Employer obtains knowledge of conduct of a Bidder, or of an employee or a representative or an associate of a Bidder, which constitutes corruption, or if the Employer has substantive suspicion in this regard, the Employer will inform the same to the Chief Vigilance Officer.

Article- 8: Independent External Monitor (IEM)

- 1) The Employer has appointed _____ as Independent External Monitor (herein after referred to as “Monitor”) for this Pact. The task of the Monitor is to review independently and objectively whether and to what extent the parties comply with the obligations under this agreement.
- 2) The Monitor is not subject to instructions by the representatives of the parties and performs his functions neutrally and independently. He reports to the Chief Execution Officer, National Industrial Corridor Development Corporation.
- 3) The Bidder accepts that the Monitor has the right to access without restriction to all project documentation of the Employer including that provided by the Bidder. The Bidder will also grant the Monitor, upon his request and demonstration of a valid interest, unrestricted and unconditional access to his project documentation. The same is applicable to Subcontractors. The Monitor is under contractual obligation to treat the information and documents of the Bidder with confidentiality.
- 4) The Employer will provide to the Monitor sufficient information about all meetings among the parties related to the Project provided such meetings could have an impact on the contractual relations between the Employer and the Contractor. The parties offer to the Monitor the option to participate in such meetings.
- 5) As soon as the Monitor notices, or has reason to believe, a violation of this Pact, he will so inform the Management of the Employer and request the Management to discontinue or take corrective action or to take other relevant action. The monitor can in this regard submit non-binding recommendations. Beyond this, the Monitor has no right to demand from the parties that they act in a specific manner, refrain from action, or tolerate action.
- 6) The Monitor will submit a written report to the Chief Execution Officer, National Industrial Corridor Development Corporation within 8 to 10 weeks from the date of reference or intimation to him by the Employer and, should the occasion arise, submit proposals for correcting problematic situations.
- 7) If the Monitor has reported to the Chief Execution Officer, National Industrial Corridor Development Corporation, a substantiated suspicion of an offence under relevant

IPC/PC Act, and the Chief Execution Officer, National Industrial Corridor Development Corporation has not, within the reasonable time taken visible action to proceed against such offence or reported it to the Chief Vigilance Officer, the Monitor may also transmit this information directly to the Central Vigilance Commissioner.

- 8) The word 'Monitor' would include both singular and plural.

Article –9: Pact Duration

This Pact begins when both parties have legally signed it (in case of EPC i.e. for projects funded by Employer and consultancy services). It expires for Contractor, 12 months after his Defect Liability Period is over or 12 months after his last payment under the contract whichever is later and for all other unsuccessful Bidders, 6 months after this Contract has been awarded.

If any claim is made/ lodged during his time, the same shall be binding and continue to be valid despite the lapse of this pact as specified above, unless it is discharged/ determined by Chief Execution Officer, National Industrial Corridor Development Corporation.

Article –10: Other Provisions.

- 1) This pact is subject to Indian Law. Place of performance and jurisdiction is the Registered Office of the Employer, i.e. New Delhi.
- 2) Changes and supplements as well as termination notices need to be made in writing.
- 3) If the Bidder is in a partnership or a consortium Joint Venture partner, this pact must be signed by all JV partners or consortium members.
- 4) Should one or several provisions of this agreement turn out to be invalid, the remainder of this agreement remains valid. In this case, the parties will strive to come to an agreement to their original intentions.
- 5) Any disputes/ differences arising between the parties with regard to term of this pact, any action taken by the Employer in accordance with this Pact or interpretation thereof shall not be subject to any Arbitration.
- 6) The actions stipulated in this Integrity Pact are without prejudice to any other legal action that may follow in accordance with the provision of the extent law in force relating to any civil or criminal proceedings.

In witness whereof the parties have signed and executed this Pact at the place and date first done mentioned in the presence of following witness:



For & On behalf of the Employer

For & On behalf of the Bidder

(Office Seal)

Place _____

Date _____

Witness 1: (Name and Address)

Witness 2: (Name and Address)

Countersigned and Accepted By:



Form S: Authorisation to Attend Pre-Bid Meeting

Architectural Firm's Reference No. _____ Date _____

To,

The Managing Director

Maharashtra Industrial Township Limited (MITL)

Udyog Sarathi, MIDC Office,

Andheri East, Mumbai- 400093, India

Applicant

[Complete address of the Applicant]

Ref: RFQ cum-RFP No. _____ ;

Subject: Authorization to attend Prebid meeting on _____ (date)
Appointment of an Architectural Firm for Designing the Administration cum Integrated Command and Control Centre (ICCC) Building, Prebuilt Factories and Entrance Gates at Dighi Port Industrial Area (DPIA), Raigad District, Maharashtra

Following persons are hereby authorized to attend the Prebid meeting for the tender mentioned above on behalf of _____
(Architectural Firm's) in the order of preference given below.

Sr.No	Name	Government Photo ID Type/ Number
1		
2		

Note:

- 1) A maximum of two representatives (carrying valid Government photo IDs) shall be permitted to attend the bid opening. An alternate representative shall be permitted when regular representatives cannot attend.
- 2) Permission to enter the hall where the prebid meeting is conducted may be refused if authorisation as prescribed above is not submitted.



Authorised Signature [In full and initials]:

Name and Title of Signatory:

Documents on behalf of the Architectural Firm

[name & address of Architectural Firm and seal of company]

Form T: Financial Proposals

Form T1:	Financial Proposal Submission Form
Form T2:	Summary of Costs
Form T3:	Breakdown of Costs
Form T4:	Breakdown of Remuneration of Key Staff
Form T5:	Breakdown of Out-of-Pocket Expenses



Form T1: Financial Proposal Submission Form

[Date]

To,

The Managing Director
Maharashtra Industrial Township Limited (MITL)
Udyog Sarathi, MIDC Office,
Andheri East, Mumbai- 400093, India

Dear Sir,

Subject: Request for Qualification cum Request for Proposal (RFQ cum RFP) for the Appointment of an Architectural Firm for Designing the Administration cum Integrated Command and Control Centre (ICCC) Building, Prebuilt Factories and Entrance Gates at Dighi Port Industrial Area (DPIA), Raigad District, Maharashtra

We, the undersigned, offer to provide the consulting services for [name of assignment] in accordance with your Request for Qualification-cum - Request for Proposal dated [date] and our Proposal. Our attached Financial Proposal is for the sum of [amount(s) in words and figures].

Our Financial Proposal shall be binding upon us subject to the modifications resulting from arithmetic correction, if any, up to the expiration of the validity period of the Proposal, i.e. [date].

We undertake that, in competing for (and, if the award is made to us, in executing) the above contract, we will strictly observe the laws against fraud and corruption in force in India, namely "Prevention of Corruption Act 1988".

We understand you are not bound to accept any Proposal you receive.

We remain,

Yours sincerely,

Authorised Signature [In full and initials]:

Name and Title of Signatory:

Name of Firm:

Address:

Form T2: Summary of Costs

Item	Amount in figures (INR)	Amount in Words
Financial Proposal for Designing the Administration cum ICC building, Prebuilt factories and Entry Gates at DPIA (As per Form T3)		
Goods & Service Tax (as applicable)		
Total cost of Financial Proposal (including Goods & Service Tax and Costs)		

Notes

1. Goods & Service tax would be payable at the applicable rates as may be in force from time to time.
2. Financial Proposals mentioned above should be inclusive of all remuneration, out of pocket expenses and all applicable statutory taxes except ~~ST~~.

Form T3: Breakdown of Costs

Fees for designing the Administration cum ICCC building, pre-built factories and Entry Gates at DPIA

Item	Amount in figures (INR)	Amount in words (INR)
Remuneration (as per Form T4)		
Out-of-pocket expenses (as per Form T5)		
Total Fees (total of Form T4 and Form T5)		

Form T4: Breakdown of Remuneration of Key Staff and Support Staff

Name of Person	Name of Position	Staff-month Rate	Input (Staff-months)	Amount (INR)
Key Staff				
Support Staff				
			Total	

Form T5: Out-of-Pocket Expenses

SN	Description	Unit	Unit cost	Quantity	Amount (INR)
	Total				

Checklist

Sr.No	Tender Reference	Page No	Submitted (Yes/No)
1	FORM A: RFQ cum RFP Submission Letter		
2	FORM B: Bidder Information		
3	FORM C: Eligible Project Details		
4	FORM D: CV of Key Personnel		
5	Form E: Financial Capability Statements		
6	Form F: Format for Power of Attorney		
7	Form G: Format for Power of Attorney for Lead Member of Joint Venture / Consortium		
8	Form H: Statement of Legal Capacity (for sole bidder)		
9	Form I: Statement of Legal Capacity (for JV/Consortium)		
10	Form J: Bid Securing		
11	Form K: Joint Bidding Agreement		
12	Form M: Project Understanding and Design Approach		
13	Form N: Comments and Suggestions on the Terms of Reference		
14	Form O: Team Composition and Task Assignments		
15	Form P: Staffing Schedule		
16	Form Q: Work Schedule		
17	Form R: Integrity Pact		
18	Form S: Authorisation to Attend Prebid meeting		
19	Form T1: Financial Proposal Submission Form		
20	Form T2: Summary of Costs		

21	Form T3: Breakdown of Costs		
22	Form T4: Breakdown of Remuneration of Key Staff and Support Staff		
23	Form T5: Out-of-Pocket Expenses		
24	Copy of certificate of incorporation/registration		
25	Copy of PAN Card		
26	Copy of GST Registration Certificate		
27	Copy of CoA Registration Certificate		
28	Copy of GRIHA/ IGBQ/LEED/ ECSBC Certification for Applicable projects		



SECTION 7: Standard Contract

CONTRACT FOR CONSULTANCY SERVICES

BETWEEN

Maharashtra Industrial Township Limited (MITL)

AND

[Name of Consultant]

FOR

**Designing the Administration cum Integrated
Command and Control Centre (ICCC) Building,
Prebuilt Factories and Entrance Gates at Dighi
Port Industrial Area (DPIA), Raigad District,
Maharashtra**

I. Form of Contract

(on stamp paper of appropriate value as per Maharashtra Stamp Act, 1959 and as amended from time to time)

Contract to undertake Appointment of Architectural firms for Designing the Admin-cum-Integrated Command and Control Centre (ICCC) Building and Entrance Gates at Dighi Port Industrial Area (DPIA), Raigad District, Maharashtra

This CONTRACT (hereinafter called the "Contract") is made on the [Date in words] day of the month of [month] [year in 'yyyy' format], by and between

The Maharashtra Industrial Township Limited (MITL) having registered office at Udyog Sarathi, MIDC Office, Andheri East Mumbai - 400093, India. hereinafter referred to as the "Client" which expression unless repugnant to context or meaning thereof shall include its successors, affiliates, and assigns) of the First Part.

And,

[Name of Consultants and registered address] (hereinafter called the Consultants")

Whereas

- a) The Client has requested the Consultants to provide certain consulting services as defined in the General Conditions attached to this Contract (hereinafter called the "Services").
- b) The Consultants, having represented to the Client that they have the required professional skills, personnel, and technical resources, have agreed to provide the services on the terms and conditions set forth in this Contract.

Now Therefore The Parties hereto hereby agree as follows:

1. The following documents attached hereto shall be deemed to form an integral part of this Contract:
 - a) The General Conditions of Contract (hereinafter called "GCC").
 - b) The Special Conditions of contract (hereinafter called "SCC").
 - c) The following Appendices:

Appendix A	Terms of reference containing, inter alia, the Description of the Services and reporting requirements
Appendix B	Consultants, Sub-consultants, Key Personnel and Sub-professional Personnel, Task assignment, work programme, manning schedule, qualification requirements of key personnel and schedule for submission of various deliverables
Appendix C	Approach and methodology
Appendix D	Duties of the Client
Appendix E	Cost Estimate
Appendix F	Conformed Document” which incorporates all the changes, modifications, and results of the contract discussion
Appendix G	Copy of Letter of Award
Appendix H	Copy of letter of Award/ acceptance by Consultant
Appendix I	Copy of Bank Guarantee for Performance Security and Insurances
Appendix J	RFQ cum RFP along with all addenda issued thereto and attached hereto
Appendix K	Clarifications
Appendix L	Hours of Work for Consultant’s Personnel
Appendix M	Correspondences

2. The mutual rights and obligations of the Client and the Consultants shall be as set forth in the Contract; in particular:
 - a) The Consultants shall carry out the Services in accordance with the provisions of the Contract; and
 - b) Client will make payments to the Consultants in accordance with the provisions of the Contract.

3. Priority of documents: The Parties expressly agree that in the event of any conflict, inconsistency or contradiction between any clauses forming part of the documents constituting the Contract, and more particularly mentioned in Clause 1 (of this contract) hereinabove, the documents shall be interpreted in the following order of precedence:
- a) The provisions of this Contract shall override all provisions of other documents comprising the Contract.
 - b) the provisions of the SCC shall be subject to the Contract but shall override all provisions of other documents comprising the Contract.
 - c) the provisions of the GCC shall be subject to the Contract SCC, but shall take precedence over all other documents comprising the Contract; and
 - d) the Appendices shall subject to each of the Contract, SCC and the GCC
 - e) Any decision of the Client in relation to the priority of documents shall be final and binding upon the Consultant

In Witness Whereof, the Parties hereto have caused this Contract to be signed in their respective names as of the day and year first above written.

For And On Behalf Of Client

[Signature]

[Name]

[Designation]

For And On Behalf Of Consultant

[Signature]

[Name]

[Designation]

Witness:

- 1. [Signature, name, and address]
- 2. [Signature, name, and address]

II. General Conditions of Contract

1. General provisions

Definitions

Unless the context otherwise requires, the following terms whenever used in this Contract have the following meanings:

- a) "Applicable Law" means the all laws, bye -laws, rules, regulations, orders, ordinances, protocols, codes, guidelines, policies, n otices, directions, judgments, decrees, and any other instruments having the force of law in India as they may be issued and in force from time to time.
- b) "Affiliate" means, with respect to any Party, any other entity that, directly or indirectly:
- c) (a) Contrds such Party; (b) is Controlled by such Party; (c) is Controlled by the same person who, directly or indirectly, Controls such Party; and "Control" with respect to any person, shall mean: (a) the possession, directly or indirectly, of the power to director cause the direction of the management and policies of such person whether through the ownership of voting share capital, by agreement or otherwise or the power to elect more than one -half of the directors, partners or other individuals exercising similar authority with respect to such person; (b) the possession, directly or indirectly, of a voting interest of more than 50%; and the terms "Controlling" and "Controlled by" shall be construed accordingly;
- d) "Client" means the Party named in the Contract, who employs the Consultant.
- e) "Consultant" or "Consultants" means the party named in the Contract, who is employed as an independent professional firm by the Client to perform the Services.
- f) "Contract" means the Contract signed by the Parties, to which these General Conditions of Contract (GC) constitute a part, together with all other documents listed in this signed Contract.
- g) "Contract Price" means the price to be paid for the performance of the Services.
- h) "Corrupt Practice" means the offering, giving, receiving, or soliciting of anything of value to influence the action of a public official in the selection process or in contract execution.
- i) "Effective Date" means the date on which this contract comes into force and

effect pursuant to clause hereof.

- j) “Employer’s Engineer” means PMNC and/ or any of his appointed officers for performance of the Contract.
- k) “Fraudulent Practice” means a misrepresentation of facts in order to influence a selection process or the execution of a contract to the detriment of the Client and includes collusive practice among consultants (prior to or after submission of proposals) designed to establish prices at artificial non-competitive levels and to deprive the Client of the benefits of free and open competition.
- l) “GCC” means the General Conditions of Contract.
- m) “Government” means the State and/or Central Government of Client’s country.
- n) “Local Currency” means the currency of the Government.
- o) “Material Adverse Effect” means material adverse effect on (a) the ability of the Consultant to observe and perform any of its rights and obligations under and in accordance with the provisions of this Agreement and/or (b) the legality, validity, binding nature, or enforceability of this Agreement.
- p) Master Services Agreement (MSA) shall mean the same as “contract”;
- q) “Party” means the Client or the Consultants, as the case may be, and Parties means both of them.
- r) “Performance Security” shall mean the irrevocable and unconditional bank guarantee provided by the Consultant from a scheduled Indian bank as guarantee for the performance of its obligations in respect of the Contract.
- s) “Personnel” means persons hired by the Consultants or by any Sub-consultant as employees and assigned to the performance of the Services or any part thereof.
- t) “PMNC” means Programme Manager for New Cities, as appointed by the Client.
- u) “Project” means “[name of assignment]”.
- v) “SCC” means the Special Conditions of Contract by which these General Conditions of the Contract may be amended or supplemented.
- w) “Services” means the work to be performed by the Consultants pursuant to this Contract as described in TOR.
- x) “Site” means land or other places where the works are to be executed or other

working places as may be specifically designated by Client.

- y) “Sub-consultant” means any entity to which the Consultants subcontract any part of the Services in accordance with the provisions of this contract; and,
- z) “Work Order” means a specific directive or order to perform a defined scope for a defined duration and fee.

- 1.1 Law Governing Contract: This Contract, its meaning and interpretation, and the relation between the Parties shall be governed by the Applicable Laws of India and shall be subject to the jurisdiction of the Courts in Mumbai.
- 1.2 Language: This Contract has been executed in the language specified in the SC, which shall be binding and controlling language for all matters relating to the meaning or interpretation of this Contract.
- 1.3 Notices: Any notice, request or consent made pursuant to the Contract shall be in writing and shall be deemed to have been made when delivered in person to an authorized representative of the Party to whom the communication is addressed, or when sent by registered mail, telex, telegram or facsimile to such Party at the address specified in the SCC.
- 1.4 Location: The Services shall be performed at such locations as whether in Country or elsewhere, as the Client may approve.
- 1.5 Authorized Representatives: Any action required or permitted to be taken, and any document required or permitted to be executed, under this Contract by the Client or the Consultants may be taken or executed by the officials in the SCC.
- 1.6 Taxes and Duties: Unless otherwise specified in the SCC, the Consultants, Sub-consultants and their Personnel shall pay such taxes, duties, fees and other impositions as may be levied under the Applicable Law, the amount of which is deemed to have been included in the Contract Price.
- 1.7 The Client shall be entitled to deduct any Taxes required to be deducted at source under Applicable Law from any payments to be made by it to the Consultant. Further, in the event that the Client receives notification or assessment of any Taxes (whether as an agent, or in substitution of the Consultant, any Sub-consultants or its Personnel, servants, agents or otherwise) in respect of or arising out of the performance of the Consultant’s obligations under this Agreement which remain outstanding, the Client shall notify the Consultant of the same and the Consultant shall promptly take all necessary action for settlement and/or any other lawful disposal of such notification or assessment. Furthermore, the Consultant shall pay forthwith on demand to the Client all costs including fines and penalties, which the Client

may incur as a result of:

- 1.8 The Client having been required by any governmental authority to pay any Taxes which the Consultant is liable to bear hereunder; or
- 1.9 Any cost actually sustained by the Client for failure by the Consultant to pay any Taxes for which it is responsible under this Contract.
- 1.10 Interpretation: In the Contract, unless the context otherwise requires:
 1. The singular includes the plural and vice versa and any word or expression defined in the singular shall have a corresponding meaning if used in the plural and vice versa. A reference to any gender includes the other gender.
 2. A reference to any document, agreement, deed, or other instrument (including, without limitation, references to the Contract), includes a reference to any document, agreement, deed or other instrument as may be varied, amended, supplemented, restated, novated or replaced, from time to time.
 3. A reference to any document, agreement, deed, or other instrument (including, without limitation, references to the Contract), means a reference to such document, agreement, deed or other instrument and to all appendices, annexes, schedules and parts attached or relatable thereto, all of which shall form an integral part of such document, agreement, deed or other instrument, as the case may be.
 4. A reference to any Applicable Law includes any amendment, modification, re-enactment or change in interpretation or applicability of such Law and a reference to any statutory body or authority includes a reference to any successor as to such of its functions as are relevant in the context in which the statutory body or authority was referred to
 5. Where a word or phrase has a defined meaning, any other part of speech or grammatical form in respect of the word or phrase has a corresponding meaning.
 6. The words 'include' and 'including' are to be construed without limitation. The terms 'herein', 'hereof', 'hereto', 'hereunder' and words of similar purport refer to the Contract as a whole. Where a wider construction is possible, the words 'other' and 'otherwise' shall not be construed ejusdem generis with any foregoing words.
 7. In the Contract, headings are for the convenience of reference only and are not intended as complete or accurate descriptions of the content thereof

and shall not be used to interpret the provisions of the Contract.

8. Any obligation not to do something shall be deemed to include an obligation not to suffer, permit or cause that thing to be done. An obligation to do something shall be deemed to include an obligation to cause that thing to be done.
 9. The rule of interpretation which requires that a Contract be interpreted against the person or Party drafting it shall have no application in the case of this Contract.
- 1.11 References to a person (or to a word importing a person) shall be construed so as to include:
- a) Individual, firm, partnership, trust, joint venture, company, corporation, body corporate, unincorporated body, association, organization, any government, or state or any agency of a government or state, or any local or municipal authority or other Governmental Authority (whether or not in each case having separate legal personality).
 - b) That person's successors in title and assigns or transferees permitted in accordance with the terms of the Contract; and
 - c) References to a person's representatives shall be to its officers, Personnel, legal or other professional advisors, subcontractors, agents, attorneys, and other duly authorized representatives.

2. Commencement, Completion, Modification, and Termination of Contract

- 2.1 Effectiveness of Contract: This Contract shall come into effect on the date the Contract is signed by both the Parties, and such other date as may be stated as per SCC.
- 2.2 Commencement of Services: The Consultants shall commence the Services on such date as the parties may agree or from 15th (fifteen) day of effectiveness of the Contract or any date prior to that, notified by the Client.
- 2.3 Expiration of Contract: Unless terminated earlier pursuant to relevant clauses in this contract hereof, this Contract shall expire when Services have been completed and all payments have been made at the end of such time period after the Effective Date as shall be specified in the SCC.
- 2.4 Modification: Modification of the terms and conditions of this Contract, including any modification of the scope of the Services or of the Contract Price,

may only be made by written agreement between the Parties.

2.5 Force Majeure

Definition:

- a) For the purposes of this Contract, “Force Majeure” means an event which is beyond the reasonable control of a Party, and which makes a Party’s performance of its obligations under the Contract impossible or so impractical to be considered impossible under the circumstances, and includes, but not limited to war, riots, civil disorder, earthquake, fire, explosion, storm, flood or other adverse weather conditions, strikes, lockouts or other industrial action (except where such strikes, lockouts or other industrial action are within the power of the Party invoking Force Majeure to prevent), confiscation or any other action by government agencies.
- b) Force Majeure shall not include any event which is caused by the negligence or intentional action of a Party or such Party’s Sub-Consultant or agents or employees, nor any event which a diligent Party could reasonably have been expected take into account at the time of the conclusion of this Contract, and avoid or overcome in the carrying out of its obligations hereunder.
- c) Force Majeure shall not include insufficiency of funds or failure to make any payment required hereunder.
- d) No Breach of Contract: The failure of a party to fulfil any of its obligations under the Contract shall not be considered to be a breach of, or default under this Contract insofar as such inability arises from an event of Force Majeure, provided that the Party affected by such an event has taken all precautions, due care and reasonable alternative measures in order to carry out the terms and conditions of this Contract, and has informed the other party as soon as possible about the occurrence of such an event.
- e) the dates of commencement and estimated cessation of such event of Force Majeure; and
- f) the manner in which the Force Majeure event(s) affects the Party’s obligation(s) under the Contract.
- g) The Parties agree that neither Party shall be able to suspend or excuse the non-performance of its obligations hereunder unless such Party has given the notice specified above.

1. Extension of Time: Any period within which a Party shall, pursuant to this

Contract, complete any action or task, shall be extended for a period equal to the time during which such Party was unable to perform such action as a result of Force Majeure.

2. Consultation: Not later than thirty (30) days after the Consultant, as the result of an event of Force Majeure, have become unable to perform a material portion of the Services, the Parties shall consult with each other with a view to agreeing on appropriate measures to be taken in the circumstances.
3. Suspension: The Client may, by written notice of suspension to the Bidder, suspend payment to the Consultant hereunder if the Consultant fail to perform any of their obligations or any deficiency in services under this Contract, including the carrying out of the Services, provided that such notice of suspension (i) shall specify the nature of the failure, and (ii) shall request the Consultant to remedy such failure within a period not exceeding thirty (30) days after receipt by the Consultant of such notice of suspension.

2.6 Step-in Rights

1. In event if the Employer is not satisfied with the performance of consultancy during execution of whole of the work or part thereof then Employer may at any time shall take over the responsibility for the Consultancy by issuing 15 days' prior notice to the Consultant and shall assign the said work to any other consultants or may carry out the said work with the employees of Employer.
2. Under such event Employer shall not pay the balance amount if any to the consultants and the consultant shall not be allowed to participate in any of the work within MITL for at least 3 years.

3. Termination

- 3.1 By the client: The Client may terminate this Contract, by not less than thirty (30) days' or sixty (60) written notice of termination to the Consultants, to be given after the occurrence of any of the events specified in this clause:
 - a) if the Consultants do not remedy a failure in the performance of their obligations under the Contract, within a period of sixty (60) days, after being notified or within such further period as the Client may have subsequently approved in writing.
 - b) within thirty (30) days, if the Consultants become insolvent or bankrupt.

- c) if, as the result of Force Majeure, the Consultants are unable to perform a material portion of the Services for a period of not less than sixty (60) days.
- d) within thirty (30) days, if the Consultant fails to comply with any final decision reached as a result of arbitration proceedings pursuant to relevant clauses hereof.
- e) within thirty (30) days, if the Consultant submits to the Client a false statement which has a material effect on the rights, obligations, or interests of the Client. If the Consultant places itself in position of conflict of interest or fails to disclose promptly any conflict of interest to the Client.
- f) within thirty (30) days, if the Consultant, in the judgment of the Client has engaged in Corrupt or Fraudulent Practices in competing for or in executing the Contract.
- g) if the Client, in its sole discretion and for any reason whatsoever, within a period of sixty (60) days' decides to terminate this Contract.

3.2 By the Consultants: The Consultants may terminate this Contract, by not less than thirty (30) day's' written notice to the Client, such notice to be given after the occurrence of the events specified in this clause:

- a) if the Client fails to pay any money due to the Consultants pursuant to this Contract and not subject to dispute pursuant to relevant clauses hereof within forty-five (45) days after receiving written notice from the Consultants that such payment is overdue; or
- b) if, as the result of Force Majeure, the Consultants are unable to perform a material portion of the Services for a period of not less than sixty (60) days.
- c) If the client fails to comply with any final decision reached as a result of amicable settlement pursuant to Clause 8 hereof.

3.3 Cessation of Rights and Obligations: Upon termination of this Contract pursuant to actual Termination, or upon expiration of this Contract pursuant to relevant clause hereof, all rights and obligations of the Parties hereunder shall cease, except (i) such rights and obligations as may have accrued on the date of termination or expiration,

3.4 (ii) the obligation of confidentiality set forth in relevant clause hereof, (iii) the Consultant's obligation to permit inspection, copying and auditing of their

accounts and records set forth in clause hereof, (iv) the rights of indemnity of the Client specified in clause and (v) any right which a Party may have under the Applicable Law.

3.5 Cessation of Services: Upon termination of this Contract by notice of either Party to the other pursuant to relevant clauses hereof, the Consultant shall, immediately upon dispatch or receipt of such notice, take all necessary steps to bring the Services to a close in a prompt and orderly manner and shall make every reasonable effort to keep expenditures for this purpose to a minimum. With respect to documents prepared by the Consultant and equipment and materials furnished by the Client, the Consultant shall handover all project documents under procedure described in this contract.

3.6 Payment upon termination: Upon termination of this Contract, the Client will make the following payments to the Consultants:

- a) Remuneration pursuant to relevant clauses for Services satisfactorily performed prior to the effective date of termination.
- b) If the Contract is terminated pursuant to Clause 4.1 a), b), d), e) or f), the Consultant shall not be entitled to receive any agreed payments upon termination of the Contract. However, the Client may consider making payment for the part satisfactorily performed on the basis of the quantum merit as assessed by it, in its sole discretion, if such part is of economic utility to the Client. Under such circumstances, upon termination, the Client may also impose liquidated damages as per the provisions of relevant clauses of this Contract. The consultant will be required to pay any such liquidated damages to Client within 30 days of termination date.

3.7 Disputes about Events of Termination: If either Party disputes Termination of the contract under relevant clauses hereof, such Party may, within forty-five (45) days after receipt of notice of termination from the other Party, refer the matter to arbitration under relevant clauses hereof, and this Contract shall not be terminated on account of such event except in accordance with the terms of any resulting arbitral award.

4. Obligations of the Consultants

4.1 General: The Consultants shall perform the Services and carry out their obligations hereunder with all due diligence, efficiency, and economy, in accordance with generally accepted professional techniques and practices, and shall observe sound management practices, and employ appropriate

advanced technology and safe methods. The Consultants shall always act, in respect of any matter relating to this Contract or to the Services, as faithful advisers to the Client, and shall at all times support and safeguard the Client's legitimate interests in any dealings with Sub-consultants or third parties. Since the Delhi Mumbai Industrial Corridor project is to be implemented as a joint venture between State Government and NICDIT, any State Government agency as appointed by the State Government is to be continuously consulted, besides the Client, as a major stakeholder in the Project.

4.2 Conflict of interest

- a) Any breach of an obligation under Clause 4 shall constitute a conflict of interest ("Conflict of Interest"). The Consultant shall comply and shall ensure the Sub-consultants and Affiliates of the foregoing comply with the provisions of Clause 4 and any breach of such an obligation shall constitute an event of default by the Consultant for the purposes of this Contract. The Consultant shall promptly disclose any Conflict of Interest to the Client. For the avoidance of doubt, the Consultant agrees that a disclosure of any Conflict of Interest shall not in any manner whatsoever be deemed to cure such Conflict of Interest.
- b) Consultants Not to Benefit from Commissions, Discounts, etc.: The remuneration of the Consultants pursuant to relevant clauses hereof shall constitute the Consultant's sole remuneration in connection with this Contract or the Services, and the Consultants shall not accept for their own benefit any trade commission, discount or similar payment in connection with activities pursuant to this Contract or to the Services or in the discharge of their obligations under the Contract, and the Consultants shall use their best efforts to ensure that the Personnel, any Sub-consultants and agents of either of them, similarly shall not receive any such additional remuneration.
- c) Consultants and Affiliates Not to Engage in Certain Activities: The Consultants agree that, during the term of this Contract and after its termination, the Consultants and their affiliates, as well as any Sub-consultant and any of its affiliates, shall be disqualified from providing goods, works or services (other than the Services and any continuation thereof) for any project resulting from or closely related to the Services for the period of two years.
- d) Prohibition of Conflicting Activities: Neither the Consultants nor their Sub-consultants nor the Personnel shall engage, either directly or

indirectly, in any of the following activities:

- i. during the term of this Contract, any business or professional activities which would conflict with the activities assigned to them under this Contract; and
- ii. after the termination of this Contract, such other activities as may be specified in the SCC.

4.3 Confidentiality: The Consultants, their Sub-consultants, and the Personnel of either of them shall not, either during the term or within two (2) years after the expiration of this Contract, disclose any proprietary or confidential information relating to the Project, the Services, this Contract or the Client's business or operations without the prior written consent of the Client.

4.4 Consultant's Actions Requiring Client's Prior Approval: The Consultants shall obtain the Client's prior approval in writing before taking any of the following actions:

- a) entering into a subcontract for the performance of any part of the Services, it being understood (i) that the selection of the Sub consultant and the terms and conditions of the subcontract shall have been approved in writing by the Client prior to the execution of the subcontract, (ii) that the Consultants shall remain fully liable for the performance of the Services by the Sub consultant and its Personnel pursuant to this Contract, (iii) that the extent of sub-contracting would be restricted to 30 (thirty) percent of the contract price, and (iv) the Client will be provided by the Consultant with particulars (name, financial & technical background, sub-consultancy fee) of the sub-consultant.
- b) appointing such members of the Personnel, as are not mentioned in the Technical Proposal, and
- c) any other action that may be specified in the SCC.

4.5 Reporting Obligations: The Consultants shall submit to the Client the reports and documents specified in TOR, in the numbers, and within the periods set forth in this contract.

4.6 Documents Prepared by the Consultants to be the Property of the Client: All plans, drawings, specifications, designs, reports, other documents and software submitted by the Consultants pursuant to this contract shall become and remain the property of the Client, and the Consultants shall, not later than upon termination or expiration of this Contract, deliver all such documents and software to the Client, together with a detailed inventory thereof. The

Consultants may retain a copy of such documents and software. Restrictions about the future use of these documents and software, if any, shall be specified in the SCC.

- 4.7 Liability of the Consultants: Subject to additional provisions, if any, set forth in the SCC, the Consultants' liability under this Contract shall be as provided by the Applicable Law.
- 4.8 Insurance to be taken out by the Consultants: The Consultants (i) shall take out and maintain, and shall cause any Sub consultants to take out and maintain, at their (or the Sub consultants', as the case may be) own cost but on terms and conditions approved by the Client, insurance against the risks, and for the coverages, as shall be specified in the Special Conditions (SC), and (ii) within 15 (fifteen) days of receiving any insurance policy certificate in respect of insurances required to be obtained and maintained under this clause, the Consultant shall furnish to the Client, copies of such policy certificates, copies of the insurance certificates and evidence that the insurance premium have been paid in respect of such insurance. No insurance shall be cancelled, modified, or allowed to expire or lapse during the terms of this Contract. (iii) if the Consultant fails to effect and keep in force the aforesaid insurances for which it is responsible pursuant hereto, the Client will apart from having other recourse available under this Contract have the option without prejudice to the obligations of the Consultant, to take out the aforesaid insurance, to keep in force any such insurances, and pay such premia and recover the costs thereof from the Consultants, and the Consultants shall be liable to pay such amounts on demand by the Client. (iv) the insurance policies so procured shall mention the Client as the beneficiary of the Consultants and the Consultants shall procure an undertaking from the insurance company in this regard.

5. Consultants' Personnel

5.1 Description of Personnel

- a) The titles agreed job descriptions, minimum qualifications, and estimated periods of engagement in the carrying out of the Services of the Consultants' core team are described in this contract. The core team are hereby approved by the Client. If additional work is required beyond the scope of the Services specified in TOR, the level of effort and/or staff assigned may be increased by agreement in writing between the Client and the Consultants, provided that any such increase shall not, except as otherwise agreed, cause payments under this Contract to exceed the

ceilings set forth in this Contract.

- b) If required to comply with the provisions of this Contract, adjustments with respect to level of effort, staff assignments, time may be made by the Consultants by written notice to the Client, provided (i) that such adjustments shall not alter the originally estimated period of engagement, scope, qualifications of team or deliverables and (ii) that the aggregate of such adjustments shall not cause payments under this Contract to exceed the ceilings set forth in this Contract. Any other such adjustments shall only be made with the Client's prior written approval.

5.2 Removal and/or Replacement of Key Personnel

- a) Being a short-term contract, the Client will not normally consider substitutions except in cases of incapacity of key personnel for reasons of health. The replacement of the person should be equally or better qualified and experienced personnel. Similarly, after award of contract the Client expects all of the proposed key personnel to be available during implementation of the contract. The Client will not consider substitutions during contract implementation. Replacement will not be permitted without imposition of any penalty. Any change in key personnel, thereafter, will attract a penalty of Rs. 2,00,000/-per person per occurrence. However, the bidder has to replace the personnel with equivalent or better qualification and experience. The acceptance for the proposed person shall be subject to the approval of the Employer
- b) If the Client finds that any of the Personnel have (i) committed serious misconduct or has been charged with having committed a criminal action, or (ii) have reasonable cause to be dissatisfied with the performance of any of the Personnel, then the Consultants shall, at the Client's written request specifying the grounds therefore forthwith provide as a replacement a person with qualifications and experience acceptable to the Client.
- c) Any of the Personnel provided as a replacement under clauses above, the rate of remuneration applicable to such person as well as any reimbursable expenditures (including expenditures due to the number of eligible dependents) the Consultants may wish to claim as a result of such replacement, shall be subject to the prior written approval by the Client. Except as the Client may otherwise agree, (i) the Consultants shall bear all additional travel and other costs arising out of or incidental to any removal and/or replacement, and (ii) the remuneration to be paid for any

of the Personnel provided as a replacement shall not exceed the remuneration which would have been payable to the personnel replaced.

6. Obligations of the Client

- 6.1 Assistance and Exemptions: Unless otherwise specified in the SCC, the Client will use its best efforts to ensure that the Government will provide the Consultants, Sub-consultants, and Personnel with work permits and such other documents as necessary to enable the Consultants, Sub-consultants or Personnel to perform the Services.
- 6.2 assist for the Personnel and, if appropriate, their eligible dependents to be provided promptly with all supporting papers for necessary entry and exit visas, residence permits, exchange permits, and any other documents required for their stay in India.
- 6.3 Facilitate prompt clearance through customs of any property required for the Services.
- 6.4 issue to officials, agents, and representatives of the Government all such instructions as may be necessary or appropriate for the prompt and effective implementation of the Services.
- 6.5 Access to land: The Client warrants that the Consultants shall have, free of charge, unimpeded access to all land in the Government's country in respect of which access is required for the performance of the Services.

7. Payments to the Consultants

- 7.1 Payment terms: The Consultant's total remuneration, including out-of-pocket expenses, shall not exceed the Contract Price and shall be a fixed lump sum including all staff costs, Sub-consultants' costs, printing, communications, travel, accommodation, and the like, and all other costs incurred by the Consultant in carrying out the Services. In addition to these, any conditions mentioned in the SCC shall also be applicable to this contract. The Contract Price may be increased/decreased if the parties have agreed to an addition/deduction from payments in accordance with the relevant clauses hereof.
- 7.2 No payment shall become eligible for the next stage until the Consultant completes to the satisfaction of the Client the work pertaining to the preceding

stage.

7.3 Currency: The price is payable in local currency, i.e. Indian Rupees.

7.4 Payment for Additional Services: For the purpose of determining the remuneration due for additional services, as may be agreed under relevant clauses for modification in this contract.

8. Settlement of Disputes

8.1 Amicable Settlement: The Parties shall use their best efforts to settle amicably all disputes arising out of or in connection with this Contract or its interpretation.

8.2 Dispute Settlement: Any dispute between the Parties as to matters arising out of and relating to this Contract that cannot be settled amicably within thirty (30) days after receipt by one Party of the other Party's request for such amicable settlement may be submitted by either Party for settlement in accordance with the provision specified in the SCC.

9. Responsibility for Accuracy of Project Documents

9.1 The Consultant shall be responsible for the accuracy of the Designs, drawings, estimate and all other details prepared by him as part of these services. He shall indemnify the client against any inaccuracies in the work that may surface during the implementation of the project. The Consultant will also be responsible for correcting, at his own cost and risk, the drawings, including any re-surveys/investigations and layout corrections, if required during the execution of the Services.

9.2 The Consultant shall be fully responsible for the accuracy of plans and drawings. The Consultant shall indemnify the Client against any inaccuracy/deficiency in the designs and drawings noticed, and the Client will bear no responsibility for the accuracy of the designs and drawings submitted by the Consultant.

10. Liquidated Damages

10.1 If the Consultant fails to render timely services on or before the specified deadline (as mutually agreed by both parties) and such delay is solely

attributable to the Consultant, without prejudice to any other right or remedy of Client on account of such delay, the Consultant shall pay compensation at the rate of 0.1 percent per week or part thereof of the total fees for that specified activity. Provided always that the total amount of such compensation shall not exceed 5% of the contract price, including any additions &/or deletions thereto. Any period within which a Consultant shall complete any action or task shall be extended for a period equal to the time during which the Consultant was unable to perform such action as a result of delays caused by others; then the Consultant will be compensated to the tune of monthly charges on a man-month basis.

11. Representation, Warranties and Disclaimer

11.1 The Consultant represents and warrants to the Client that:

- a) it is duly organised, validly existing and in good standing under the applicable laws of its Country.
- b) it has full power and authority to execute, deliver and perform its obligations under this Contract and to carry out the transactions contemplated hereby.
- c) it has taken all necessary corporate and other action under Applicable Laws and its constitutional documents to authorize the execution, delivery, and performance of this Contract.
- d) it has the financial standing and capacity to undertake the Project.
- e) this Contract constitutes its legal, valid, and binding obligation enforceable against it in accordance with the terms hereof.
- f) it is subject to laws of India with respect to this Contract and it hereby expressly and irrevocably waives any immunity in any jurisdiction in respect thereof.
- g) there are no actions, suits, proceedings, or investigations pending or, to the Consultant's knowledge, threatened against it at law or in equity before any court or before any other judicial, quasi-judicial or other authority, the outcome of which may result in the breach of or constitute a default of the Consultant under this Contract or materially affect the discharge by the Consultant of its obligations under the Contract.
- h) no representation or warranty by the Consultant contained herein or in any other document furnished by it to the Client contains or will contain

any untrue statement of material fact or omits or will omit to state a material fact necessary to make such representation or warranty not misleading; and

- i) no sums, in cash or kind, have been paid or will be paid, by or on behalf of the Consultant, to any person by way of fees, commission or otherwise for securing the Contract or for influencing or attempting to influence any officer or employee of the Client in connection therewith.

12. Miscellaneous

12.1 Assignment and Charges

- a) The Contract shall not be assigned by the Consultant save and except with prior consent in writing of the Client, which the Client will be entitled to decline without assigning any reason whatsoever.
- b) The Client is entitled to assign any rights, interests, and obligations under this Contract to third parties.
- c) Indemnity: The Consultant agrees to indemnify and hold harmless the Client from and against any and all claims, actions, proceedings, lawsuits, demands, losses, liabilities, damages, fines or expenses (including interest, penalties, attorneys' fees and other costs of defence or investigation (i) related to or arising out of, whether directly or indirectly, (a) the breach by the Consultant of any obligations specified in relevant clauses hereof; (b) the alleged negligent, reckless or otherwise wrongful act or omission of the Consultant including professional negligence or misconduct of any nature whatsoever in relation to Services rendered to the Client; (c) any Services related to or rendered pursuant to the Contract (collectively "Indemnified matter"). As soon as reasonably practicable after the receipt by the Client of a notice of the commencement of any action by a third party, the Client will notify the Consultant of the commencement thereof; provided, however, that the omission so to notify shall not relieve the Consultant from any liability which it may have to the Client or the third party. The obligations to indemnify and hold harmless, or to contribute, with respect to losses, claims, actions, damages, and liabilities relating to the Indemnified Matter shall survive until all claims for indemnification and/or contribution asserted shall survive and until their final resolution thereof. The foregoing provisions are in addition to any rights which the Client may

have at common law, in equity or otherwise.

- d) Governing Law and Jurisdiction: The Contract shall be construed and interpreted in accordance with and governed by the Applicable Law of India and subject to relevant clauses hereof and the SC, the Courts in Mumbai, India shall have jurisdiction over all matters arising out of or relating to the Contract.
- e) Waiver: Waiver by either Party of any default by the other Party in the observance and performance of any provision of or obligations or under the Contract:
 - i. shall not operate or be construed as a waiver of any other or subsequent default hereof or of other provisions or obligations under the Contract.
 - ii. shall not be effective unless it is in writing and executed by a duly authorised representative of such Party; and
 - iii. shall not affect the validity or enforceability of the Contract in any manner.
- f) Neither the failure by either Party to insist on any occasion upon the performance of the terms, conditions and provisions of the Contract or any obligation hereunder nor time or other indulgence granted by a Party to the other Party shall be treated or deemed as waiver of such breach or acceptance or any variation or the relinquishment of any such right hereunder.
- g) Survival: Termination of the Contract (a) shall not relieve the Consultant or the Client of any obligations hereunder which expressly or by implication survive Termination hereof, and (b) except as otherwise provided in any provision of the Contract expressly limiting the liability of either Party, shall not relieve either Party of any obligations or liabilities for loss or damage to the other Party arising out of or caused by acts or omissions of such Party prior to the effectiveness of such Termination or arising out of such Termination.
- h) Notices: Unless otherwise stated, notices to be given under the Contract including but not limited to a notice of waiver of any term, breach of any term of the Contract and termination of the Contract, shall be in writing and shall be given by hand delivery, recognised international courier, mail, telex or facsimile transmission and delivered or transmitted to the Parties at their respective addresses specified in the SC. The notices

shall be deemed to have been made or delivered (i) in the case of any communication made by letter, when delivered by hand, by recognised international courier or by mail (registered, return receipt requested) at that address and (ii) in the case of any communication made by telex or facsimile, when transmitted properly addressed to such telex number or facsimile number.

- i) Severability: If for any reason whatever any provision of the Contract is or becomes invalid, illegal or unenforceable or is declared by any court of competent jurisdiction or any other instrumentality to be invalid, illegal or unenforceable, the validity, legality or enforceability of the remaining provisions shall not be affected in any manner, and the Parties will negotiate in good faith with a view to agreeing upon one or more provisions which may be substituted for such invalid, unenforceable or illegal provisions, as nearly as is practicable. Provided failure to agree upon any such provisions shall not be subject to dispute resolution under the Contract or otherwise.
- j) No Partnership: Nothing contained in the Contract shall be construed or interpreted as constituting a partnership between the Parties. Neither Party shall have any authority to bind the other in any manner whatsoever.
- k) Language: All notices required to be given under the Contract and all communications, documentation and proceedings which are in any way relevant to the Contract shall be in the language specified the SCC.
- l) Exclusion of Implied Warranties etc.: The Contract expressly excludes any warranty, condition or other undertaking implied at law or by custom or otherwise arising out of any other agreement between the Parties or any representation by any Party not contained in the Contract.
- m) Agreement to Override Other Agreements: The Contract supersedes all previous agreements or arrangements between the Parties, including any memorandum of understanding entered into in respect of the contents hereof and represents the entire understanding between the Parties in relation thereto.
- n) Counterparts: The Contract may be executed in two counterparts, each of which when executed and delivered shall constitute an original of the Contract.

III. Special Conditions of Contract

The Special Conditions (SC) of the contract contain a number of amendments and supplements to clauses in the General Conditions of the Contract.

The contract price payable in Indian Rupees is _____ (inclusive of Goods and Service Tax).

1. Performance security

The successful bidder(s) shall at its own expense deposit with MITL, within 15 (fifteen) days of the date of LOA, an unconditional and irrevocable Performance Bank Guarantee (PBG) equivalent to 5% of the initial order of contract price rounded up to nearest hundred towards Performance Security from a Scheduled bank, payable at Mumbai on demand for the due performance and fulfilment of the contract by the bidder.

All incidental charges whatsoever such as premium; commission and stamp duty as per stamp Act on Bank Guarantee etc. with respect to the PBG shall be borne by the bidder. PBG may be discharged/returned by MITL on satisfactory completion of the contract period or work. However, no interest shall be payable on the PBG.

The format of Performance Bank Guarantee is given in Form L: Performance Bank Guarantee shall be exactly in this format.

The B.G. shall be initially valid for minimum period of 3 years or more and is to be extended for further period before the expiration of earlier B.G and so on till the completion of the contract, whichever is later.

The notification of award will constitute formation of consultancy agreement and within 30 days from receipt of the agreement form, the successful bidder shall execute the agreement and return the same to MITL.

2. The language is English.
3. The client address is [name, designation, telephone, facsimile, address]. And The consultant address is [name, designation, telephone, facsimile, address].
4. The Authorized Representative for the consultant is [name, designation] and The Authorized Representative for the consultant is [name, designation].
5. For domestic consultants/personnel and foreign consultants/personnel who are permanent residents in India The Consultants and the personnel shall pay the taxes, duties, fees, levies/expenses, and other impositions levied under the existing, amended or enacted laws during life of this contract and the Client will perform such duties in regard to the deduction of such tax as may be lawfully imposed. The Consultant will be paid by MITL only Goods and service tax over and above the cost of Financial Proposal. All other applicable taxes, levies,

duties, etc., if any, shall be borne by Consultant.

6. The date on which this Contract will come into effect is [date].
7. Limitation of the Consultants' Liability towards the Client
 - a. Except in the case of negligence or wilful misconduct on the part of the Consultants or on the part of any person or firm acting on behalf of the Consultants in carrying out the Services, the Consultants, with respect to damage caused by the Consultants to the Client's property, shall not be liable to the Client:
 - (i) for any indirect or consequential loss or damage; and
 - (ii) For any direct loss or damage that exceeds (i) the total payments for Professional Fees and Reimbursable Expenditure made or expected to be made to the Consultants hereunder, or (ii) the proceeds the Consultants may be entitled to receive from any insurance maintained by the Consultants to cover such a liability, whichever of (i) or (ii) is higher.
 - (iii) This limitation of liability shall not affect the Consultants' liability, if any, for damage to Third Parties caused by the Consultants or any person or firm acting on behalf of the Consultants in carrying out the Services.
8. Risks and coverage
 - a) Third Party motor vehicle liability insurance as required under the Motor Vehicles Act, 1988, in respect of motor vehicles operated in India by the Consultants or their Personnel or any Sub-consultants or their Personnel for the period of consultancy.
 - b) Third Party liability insurance with a minimum coverage, for Rs.10,00,000/- (Rupees Ten Lakhs only) for the period of consultancy.
 - c) Professional Liability Insurance: Consultants will maintain at its expense, Professional Liability Insurance including coverage for errors and omissions caused by Consultant's negligence, breach in the performance of its duties under this Contract from an Insurance Company permitted to offer such policies in India, for a period of five years beyond completion of Consultancy Services commencing from the Effective Date, (i) For an amount not exceeding total payments for Professional Fees and Reimbursable Expenditures made or expected to be made to the Consultants hereunder or (ii) the proceeds, the Consultants may be entitled to receive from any insurance maintained by the Consultants to cover such a liability, whichever of (i) or (ii) is higher with a minimum coverage of [insert amount and currency].

The indemnity limit in terms of “Any One Accident” (AOA) and “Aggregate limit on the policy period” (AOP) should not be less than the amount stated in the contract.

- d) Employer’s liability and workers’ compensation insurance shall be in respect of the Personnel of the Consultants and of any Sub consultant, in accordance with the relevant revisions of the Applicable Law, as well as, with respect to such Personnel, any such life, health, accident, travel or other insurance as may be appropriate; and all insurances and policies should start from the date of commencement of services and remain effective as per relevant requirements of contract agreement.
 - e) Any other insurance that may be necessary to protect the Client, its employees, and its assets (against loss, damage or destruction, at replacement value) including rioting and all Force Majeure Events that are insurable.
9. Consultancy fee will be paid in accordance with the schedule mentioned in the Terms of Reference:
 10. Payment shall be made within 45 days of receipt of the invoice and approval of the relevant deliverables, and within 75 days in the case of the final payment, on achievement of milestones.
 11. Dispute settlement: If any dispute or difference of any kind whatsoever arises between the parties in connection with or arising out of or relating to or under this Contract, the parties shall promptly and in good faith negotiate with a view to its amicable resolution and settlement. In the event no amicable resolution or settlement is reached within a period of thirty (30) days from the date on which the above-mentioned dispute or difference arose, such dispute or difference shall be finally settled by arbitration. The arbitral tribunal shall consist of a sole arbitrator appointed by mutual agreement of the parties. In case of failure of the parties to mutually agree on the name of a sole arbitrator, the arbitral tribunal shall consist of three arbitrators. Each party shall appoint one arbitrator and the two arbitrators so appointed shall jointly appoint the third arbitrator. The seat of arbitration shall be Mumbai and the arbitration shall be conducted in the English language. The Arbitration and Conciliation Act, 1996 shall govern the arbitral proceedings. The award rendered by the arbitral tribunal shall be final and binding on the parties.

SECTION 8: Drawings

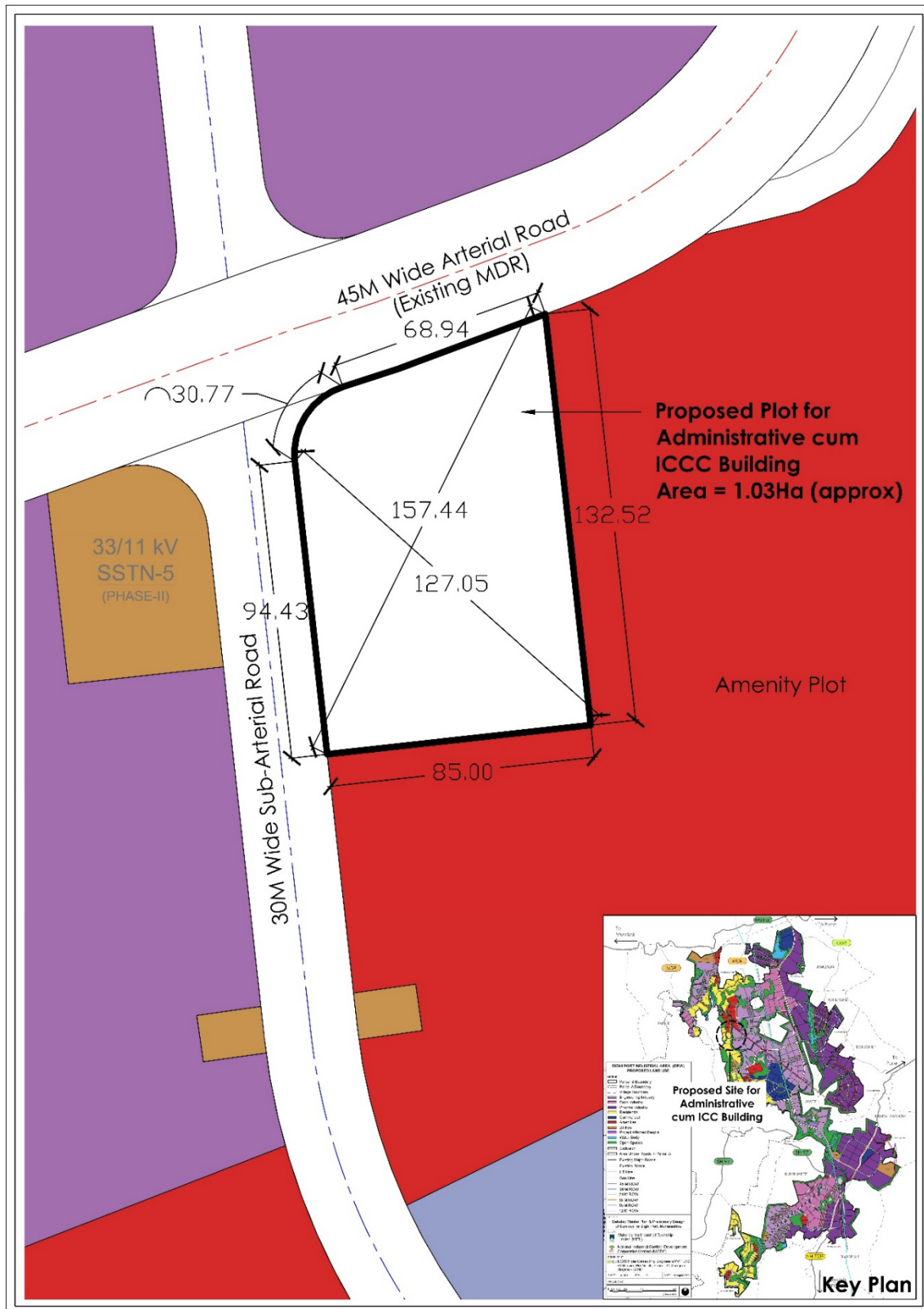


Figure 1- Proposed Location Plan of the ICCC cum Admin Building

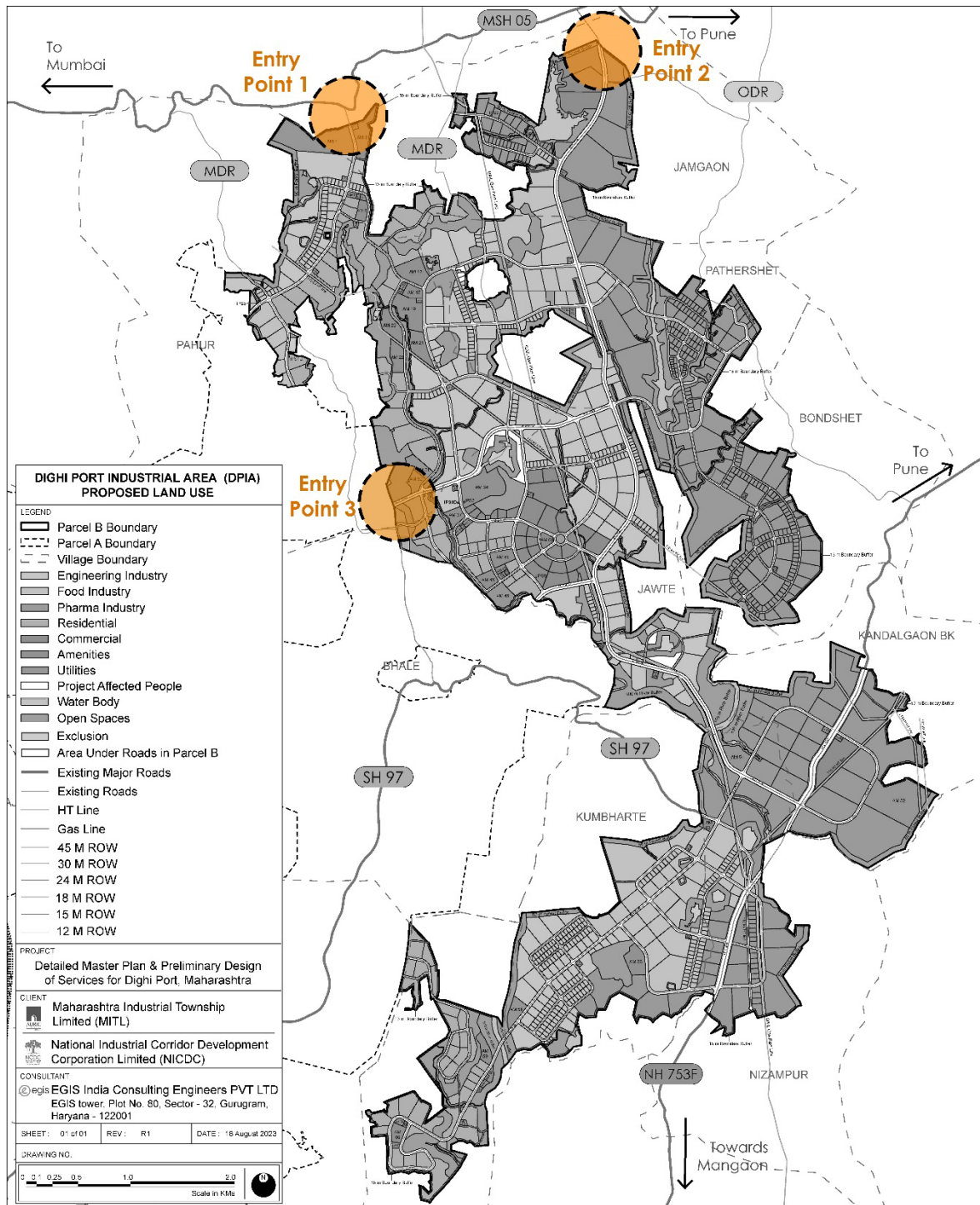


Figure 2 -Proposed locations for the Entrance Gates

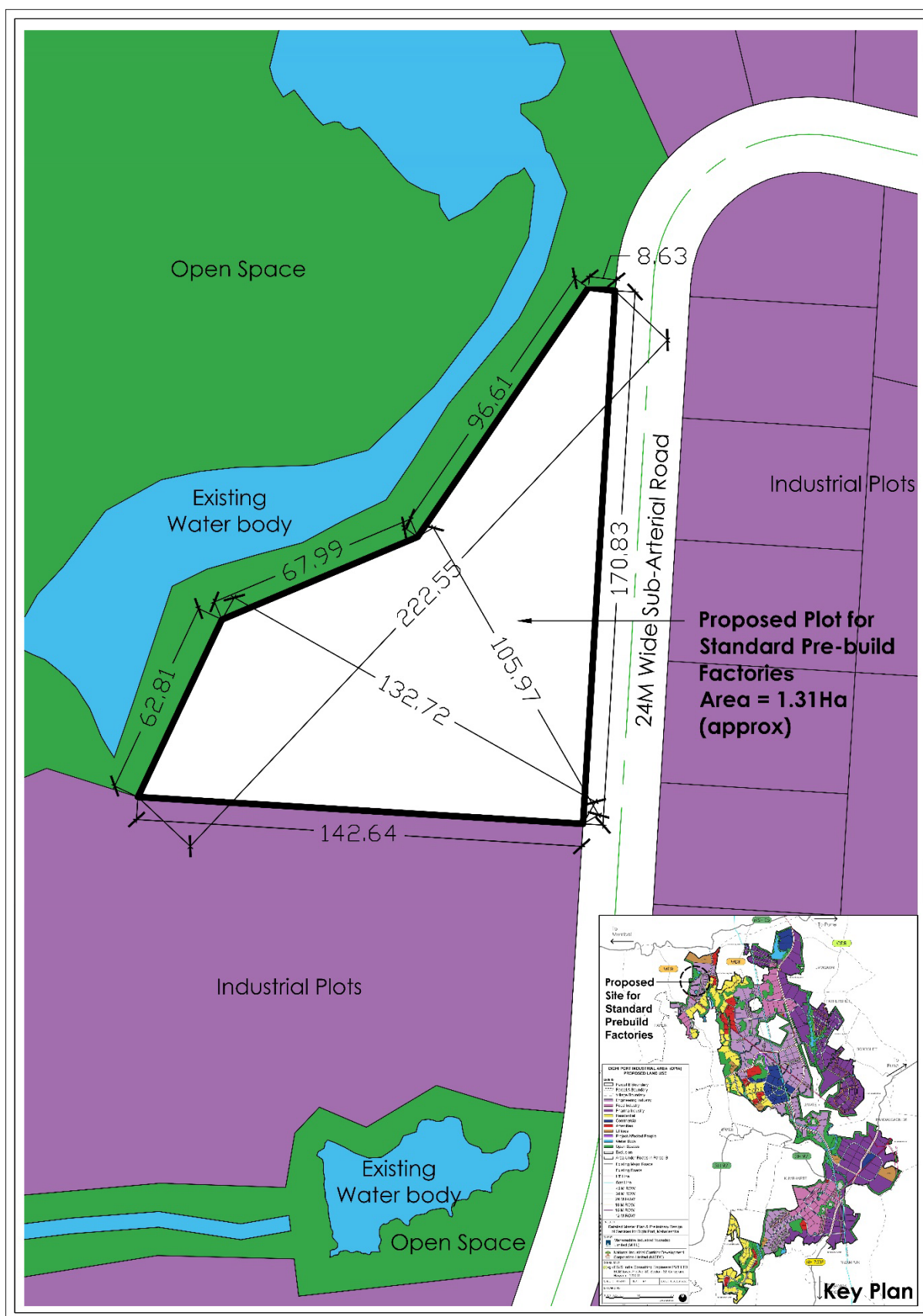
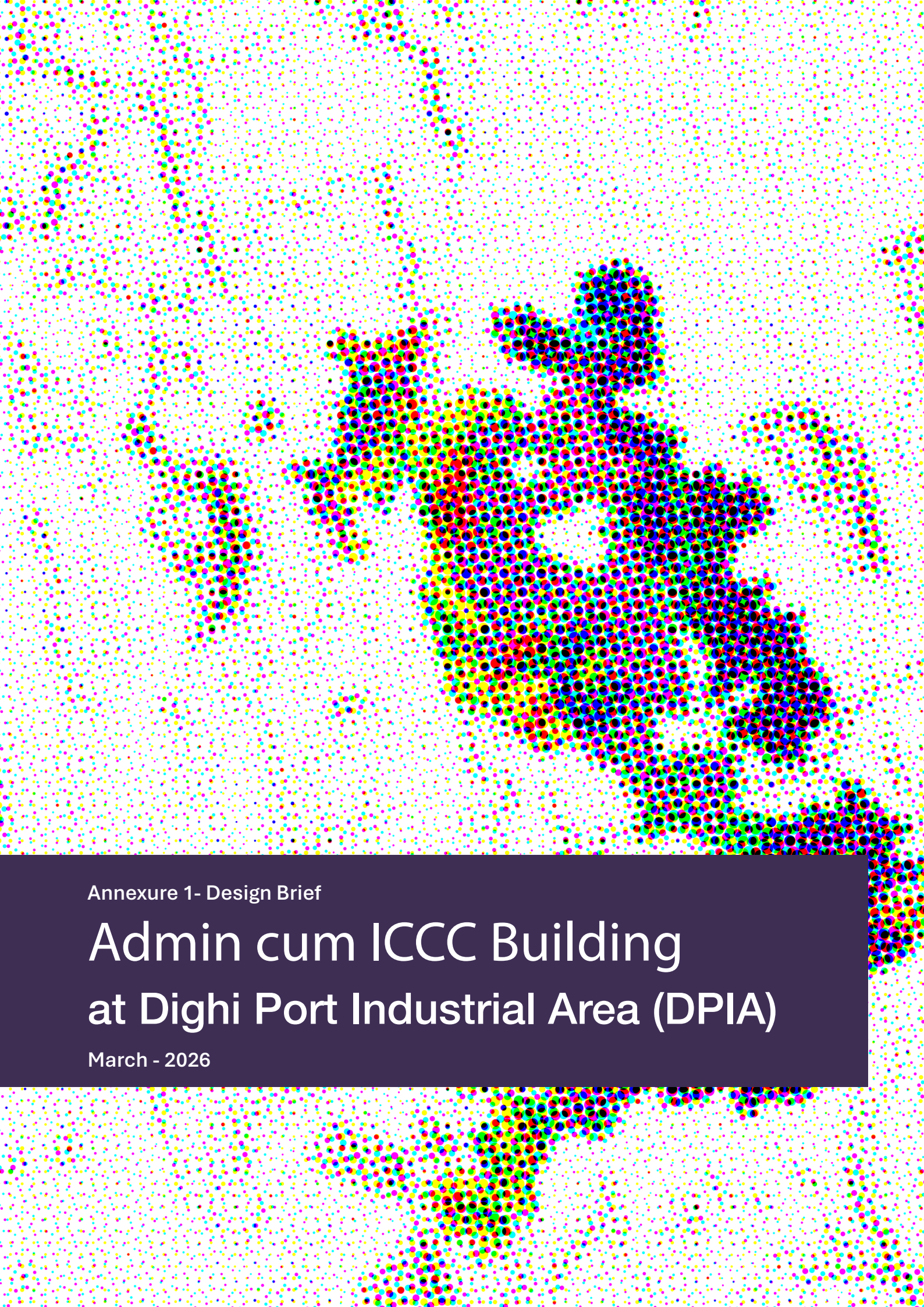


Figure 3 - Proposed Plot for Standard Prebuild Factories



SECTION9: Design Brief for DPIA

Attached below



Annexure 1- Design Brief

Admin cum ICC Building at Dighi Port Industrial Area (DPIA)

March - 2026

Wind Pattern

Natural Balance

Tech-Sustain

Low-Carbon

EcoSmart

Smart Systems

Climate responsive

Sustainability

Courtyard

Zero-Waste

Inclusivity

Design

Future-ready

Regional context

Universal

Smart Future

Resilience

Passive

Design

Contextual

Synergy

Water Harvestation

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Conceptual Design Proposal

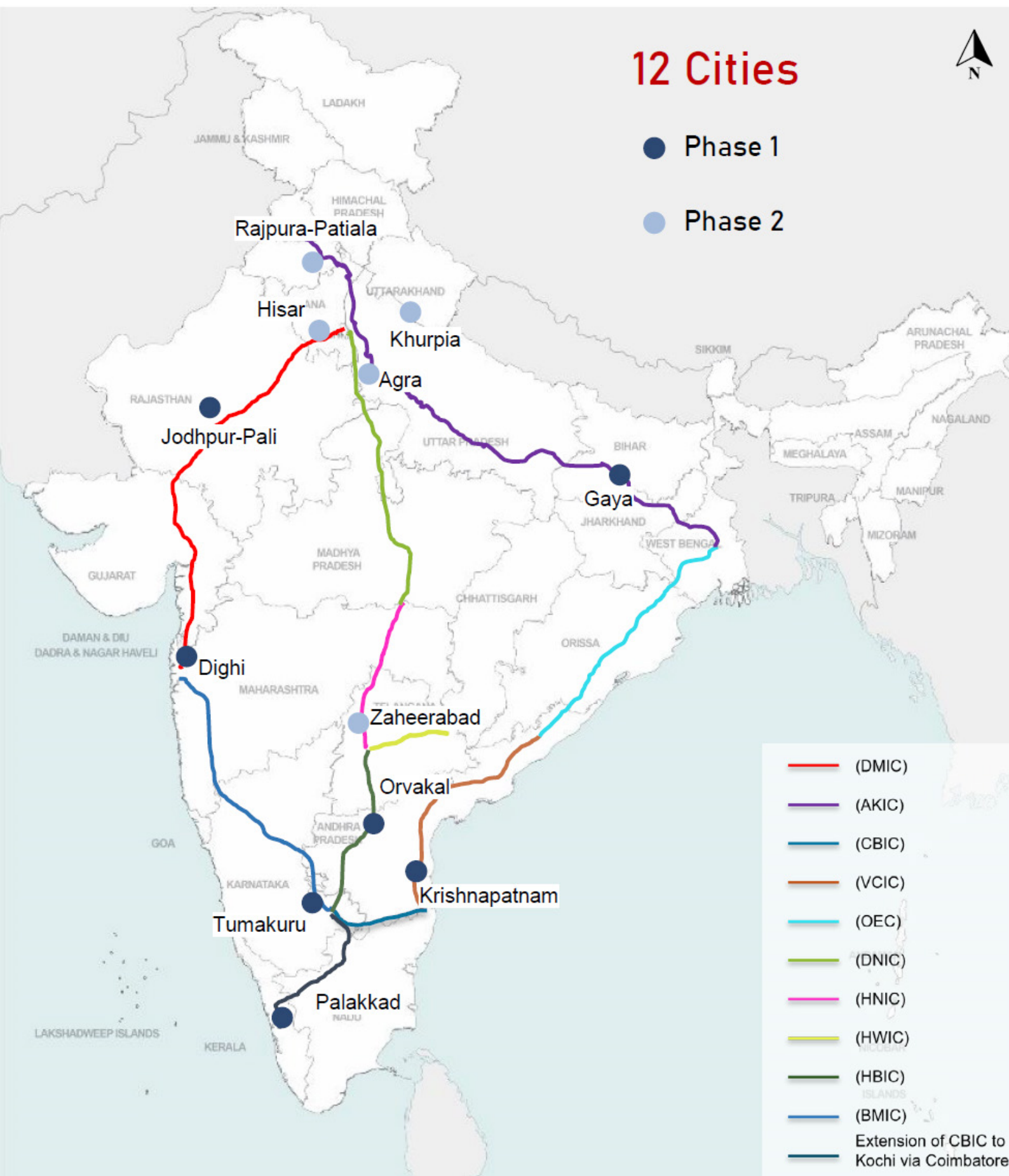
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Additional Details

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Abbreviations

DMIC	Delhi Mumbai Industrial Corridor
DPIA	Dighi Port Industrial Area
ECSBC	Energy Conservation and Sustainable Building Code
GRIHA	Green Rating for Integrated Habitat Assessment
ICCC	Integrated Command and Control Center
IGBC	Indian Green Building Council
LEED	Leadership in Energy and Environmental Design
MIDC	Maharashtra Industrial Development Corporation
MITL	Maharashtra Industrial Township Limited
NICDC	National Industrial Corridor Development Corporation
NICDP	National Industrial Corridor Development Program
PMNC	Project Managers for New Cities
RfP	Request for Proposal
RfQ	Request for Qualification
SPV	Special Purpose Vehicle



About NICDP

1. About NICDP and NICDC

The National Industrial Corridor Development Programme (NICDP) is the Government of India's flagship infrastructure initiative to reshape the country's urban and industrial landscape. The programme aims to establish next-generation smart industrial cities that are globally competitive, environmentally sustainable, technologically advanced, and socially inclusive.

At the core of this initiative, the National Industrial Corridor Development Corporation (NICDC) serves as the central agency in partnership with the state governments that plans, develops, and executes integrated industrial corridors across India. NICDC works closely with State Governments to identify and develop strategic locations for investment regions, industrial nodes, economic zones, integrated manufacturing clusters, and industrial townships.

The NICDC-led programme represents a paradigm shift in India's industrial strategy. The Government's recent approval of twelve new nodes marks an increase in momentum toward building world-class industrial infrastructure that drives economic resilience, job creation, and global competitiveness. The plan also promotes eco-friendly mobility measures and supports a "Walk-to-Work" and "Cycle-to-Work" approach.

Figure 1: Identified Clusters in Phases 1 and 2

*Maps are illustrative and not to scale, intended only to indicate industrial corridors and smart city locations.

NICDP focuses on building a robust network of industrial nodes and cities that foster economic growth and enhance India’s global competitiveness. The twelve industrial areas, strategically located across ten states and planned along six major corridors, will play a pivotal role in advancing the nation’s manufacturing capabilities and economic expansion.

For this project, eleven of the twelve identified sites have been shortlisted for developing and designing the Admin cum Integrated Command and Control Center (ICCC) Buildings.

The programme drives transformative economic growth by promoting strategic investments that attract large-scale industries and MSMEs, contributing to India’s USD 2 trillion export target by 2030. It focuses on developing greenfield smart cities with plug-and-play infrastructure built ahead of demand, encouraging walk-to-work environments.

Through integrated planning under PM Gati Shakti, NICDP ensures multi-modal connectivity, transforming industrial nodes into regional economic hubs. In line with the national vision of a Viksit Bharat, the programme promotes self-reliance by offering ready-to-invest land parcels and enabling integration into global value chains.

NICDP is expected to generate over one million direct and three million indirect jobs. It also prioritizes sustainability by adopting ICT-enabled infrastructure and green technologies that reduce environmental impact and promote responsible urban-industrial growth.

NICDC has initiated the development of the main administration buildings at twelve Smart Industrial City locations across India as part of its broader mission to establish world-class industrial infrastructure. Recognizing the importance of high-quality architectural design for these institutional buildings, NICDC aims to engage reputed architectural firms through a competitive selection process.

1.1. The Mission and Vision of NICDP and NICDC

The mission:

- Implementing innovative and context-specific design for a robust, sustainable, and iconic Admin cum ICCC building that will serve as the backbone of smart city operations.

The vision of NICDC for the Admin cum ICCC building in the new greenfield industrial smart cities are to:

- Develop a unique, iconic Admin cum ICCC building reflecting the cultural heritage and architecture of the region, while embodying advanced sustainable design principles.
- Ensure these structures bear an efficient and sustainable Admin cum ICCC building that empowers citizens and stakeholders through its integrated command and control and seamless utility services.

1.2. About the SPV

The Maharashtra Industrial Township Limited (MITL) is a SPV that has been formed as a joint venture between Maharashtra Industrial Development Corporation (MIDC) and National Industrial Corridor Development Corporation (NICDC), which has been established specifically for the development and management of the greenfield smart industrial cities in Maharashtra as a part of the Delhi Mumbai Industrial Corridor (DMIC).

The Chairman and Managing Director oversee the organization, supported by the Chief Financial Officer, the Company Secretary, and the sectoral Directors. MITL's core functions are managed by specialized departments, which promote coordinated planning, engineering, finance, project management, and legal compliance essential to developing industrial townships in Maharashtra.

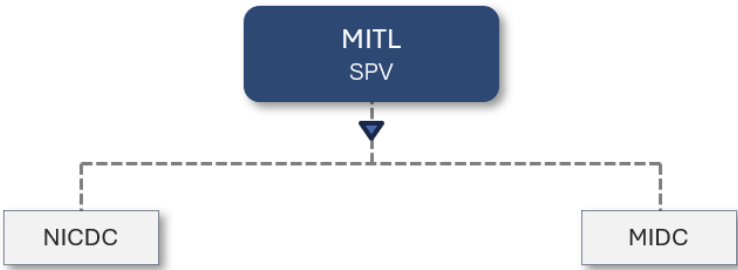


Figure 2: SPV structure

As a nodal entity, MITL is responsible for planning, developing, and governing industrial clusters, encompassing infrastructure, utilities, and smart city systems. Within this mandate, MITL also supervises the management and development of the Admin cum ICCC Building at the Dighi Port Industrial Area (DPIA).

The key roles include:

- Guiding the integrated development of the industrial cluster, including industrial, residential, commercial, and institutional components.
- Overseeing the provision of core infrastructure, including roads, utilities, ICT systems, and smart city facilities.
- Facilitating coordination between government agencies, investors, and stakeholders to ensure smooth cluster development and long-term management.
- Leading and overseeing the planning, design, and development of the DPIA Admin cum ICCC Building.
- Acting as the contracting authority to engage architectural, engineering, and consultancy services for the building and related infrastructure components.
- Managing the procurement and selection process for architects, consultants, and contractors through a structured quality- and cost-based system.
- Retaining ownership of all design and development outputs, supervising contract execution, and ensuring adherence to timelines, quality standards, and sustainability goals.

1.3. Role of PMNC

Haskoning DHV Consulting Pvt. Ltd., a global firm specializing in urban development and project management, serves as the Programme Manager for New Cities (PMNC) appointed by MITL. The firm oversees the comprehensive planning and implementation of the master plan for the Dighi Port Industrial Area (DPIA), including the development of the Admin cum ICCC Building.

The PMNC ensures seamless coordination among stakeholders, aligns design and development objectives, and guarantees that all project phases meet international standards for smart-city development.

About the project

2. About the project

The Admin cum ICCC Building is central to the NICDP (National Industrial Corridor Development Programme), a major initiative by the Government of India aimed at developing world-class, sustainable smart industrial townships. These townships are designed as economic hubs that integrate advanced infrastructure, eco-friendly practices, and technologies tailored to local climates and cultures.

As part of the larger mission, the Admin cum ICCC Building will serve as the command center for supervising and managing these industrial clusters. It will feature an Integrated Command and Control Centre (ICCC) with the administrative capabilities necessary to oversee the operations of the industrial townships. The building will embody modern smart city governance, facilitating efficient coordination and resource management across all projects.

The Admin cum ICCC Building will serve as the administrative hub of the industrial area, featuring Grade-A office building standards and setting a new benchmark for design excellence, with a focus on energy efficiency, sustainability, and compliance with Green Building standards. The design will incorporate green building standards, reflect the local context, and celebrate regional materials and craftsmanship, ensuring functionality and environmental sensitivity.

The activities within the building will be organized according to user accessibility and functional interaction, classified into Public, Semi-Public, and Private zones to ensure smooth circulation and secure operations.

- Public areas will serve visitors and stakeholders, providing access to common amenities and event spaces at the Admin cum ICCC building.
- Semi-Public areas will accommodate collaborative functions, press conference area, institutional visitors, state government guests, stakeholder meetings, and training programmes.
- Private areas will house administrative offices and secure command operations.

Accordingly, the key activity categories include:

1. Administrative Operations: Day-to-day office work, coordination, meetings, and management.
2. Collaborative & Stakeholder Engagement: Investor relations, project coordination meetings with head officials government departments, periodic review and consultation sessions.
3. Public Services & Amenities: Cafe, rental spaces, and essential services for both staff and visitors.
4. Events & Training Programs: Hosting workshops, seminars, public events, and skill-building programs.

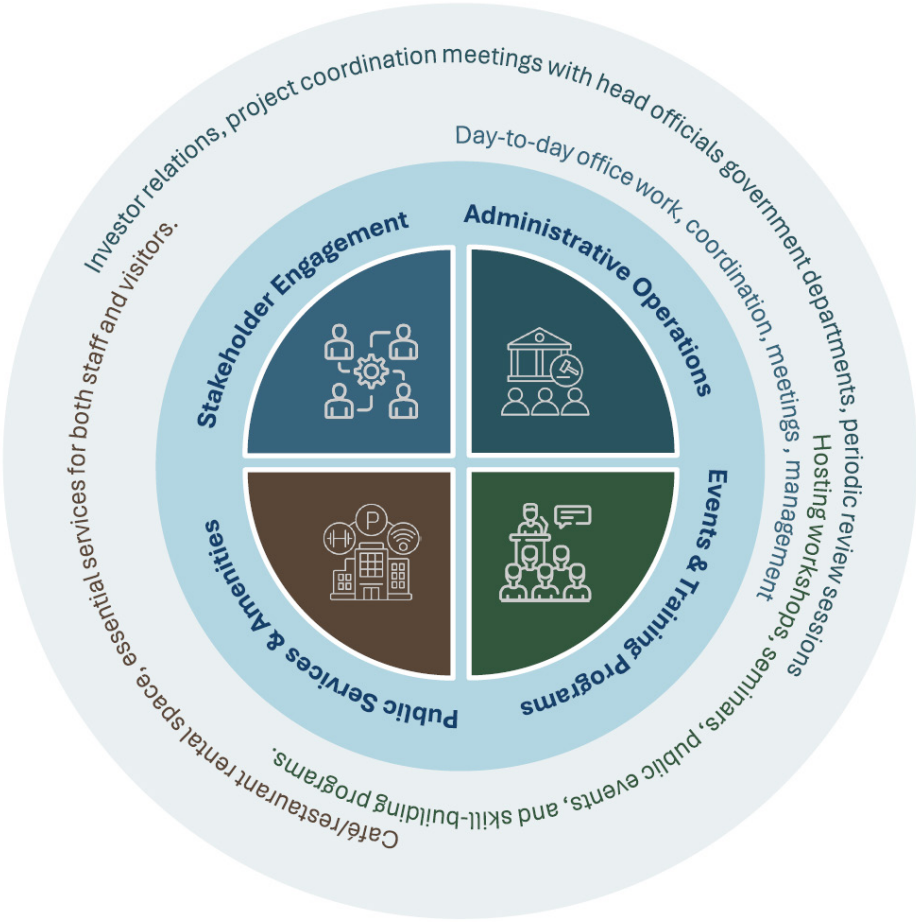


Figure 3: Illustration showing categorization of key activities

2.1. Purpose of the Admin cum ICCC Building

- Develop an iconic administrative building that integrates ICCC functions and administrative operations to manage industrial townships effectively.
- Establish a benchmark for sustainable design by meeting green building standards and demonstrating energy efficiency, sustainability, and smart technology integration.
- Encourage collaboration through flexible workspaces that support interaction among administrative staff, government agencies, and external stakeholders.
- Deliver a future-ready design that allows scalability and adaptability to incorporate emerging technologies and evolving operational needs.



AURIC Building

2.2. Current stage of Cluster Development

MITL is developing the Dighi Port Industrial Area (DPIA), a cutting-edge greenfield project spanning approximately 2,450 hectares in Raigad District, Maharashtra. The project will be executed in three phases, with Phase I currently underway. It will feature world-class plug-and-play infrastructure and amenities.

The Admin cum ICCC Building is part of Phase I within the NICDC cluster and will serve as the headquarters for managing operations across the industrial area. This building will play a central role in integrating infrastructure and supporting industrial and logistical growth in the region.

2.3. Objective of the Design Brief

This Design Brief provides the background information and outlines MITL’s requirements for preparing the concept design of the proposed Admin cum-ICCC Building, a key institutional facility within the greenfield smart industrial cities planned under the NICDP. The document defines the design intent, site context, and functional requirements. It serves as a framework to guide the appointed consultant in developing a context-responsive, efficient, and sustainable design aligned with NICDP’s broader vision.

This document should be treated as a guiding/vision document. The spatial program, area statements, and layouts indicated herein are preliminary and subject to refinement and finalization during the design development stage, in consultation with SPV/PMNC.

Site Information

3. Site Information

3.1. About the Cluster

The Master Plan has a vision to provide quality life, enhance business attractiveness, and promote environmental stewardship. The plan accommodates industries such as Metals and Engineering, Food and Beverages, and Pharmaceuticals. It features flexible industrial plots that allow amalgamation and provide designated buffers around existing settlements to ensure smooth access.

Environmental considerations prioritize the preservation of steep slopes to minimize cut-and-fill operations and the creation of buffer zones along rivers and water bodies. Infrastructure provisions include gravity-based water treatment systems, efficient stormwater drainage aligned with natural streams, and phase-wise CETP/STP systems. The plan also promotes eco-friendly mobility measures and supports a “Walk-to-Work” and "Cycle-to-Work" approach.

3.2. Cluster Location and Regional Access

The Dighi Port Industrial Area (DPIA) Cluster site is strategically positioned to leverage robust multi-modal connectivity, making it highly suitable for industrial and logistics development. Its location ensures direct access to a dense network of highways, convenient rail links, proximity to major ports, and multiple air travel options. These features collectively enhance DPIA's accessibility for freight movement, regional linkages, and future growth.

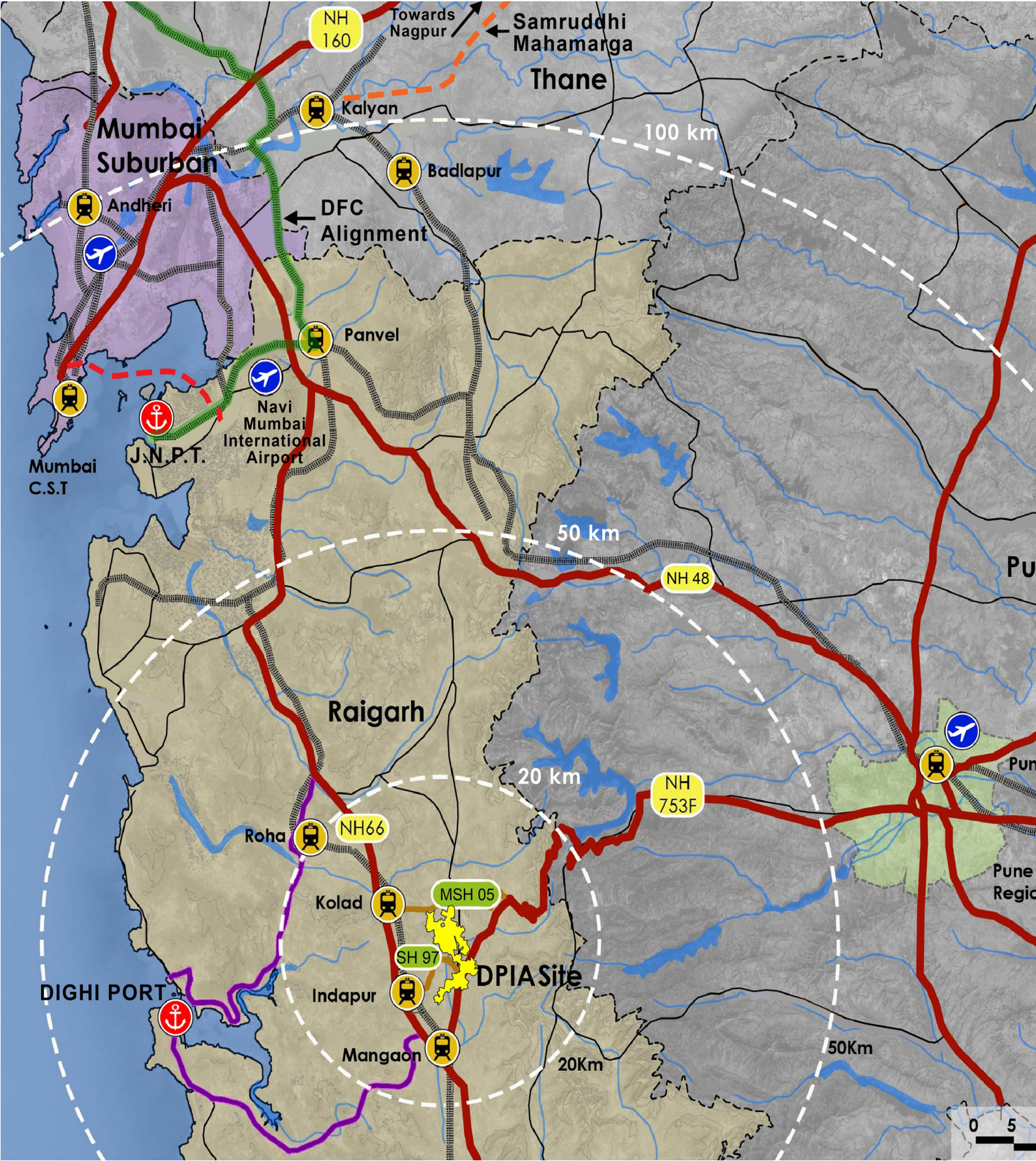


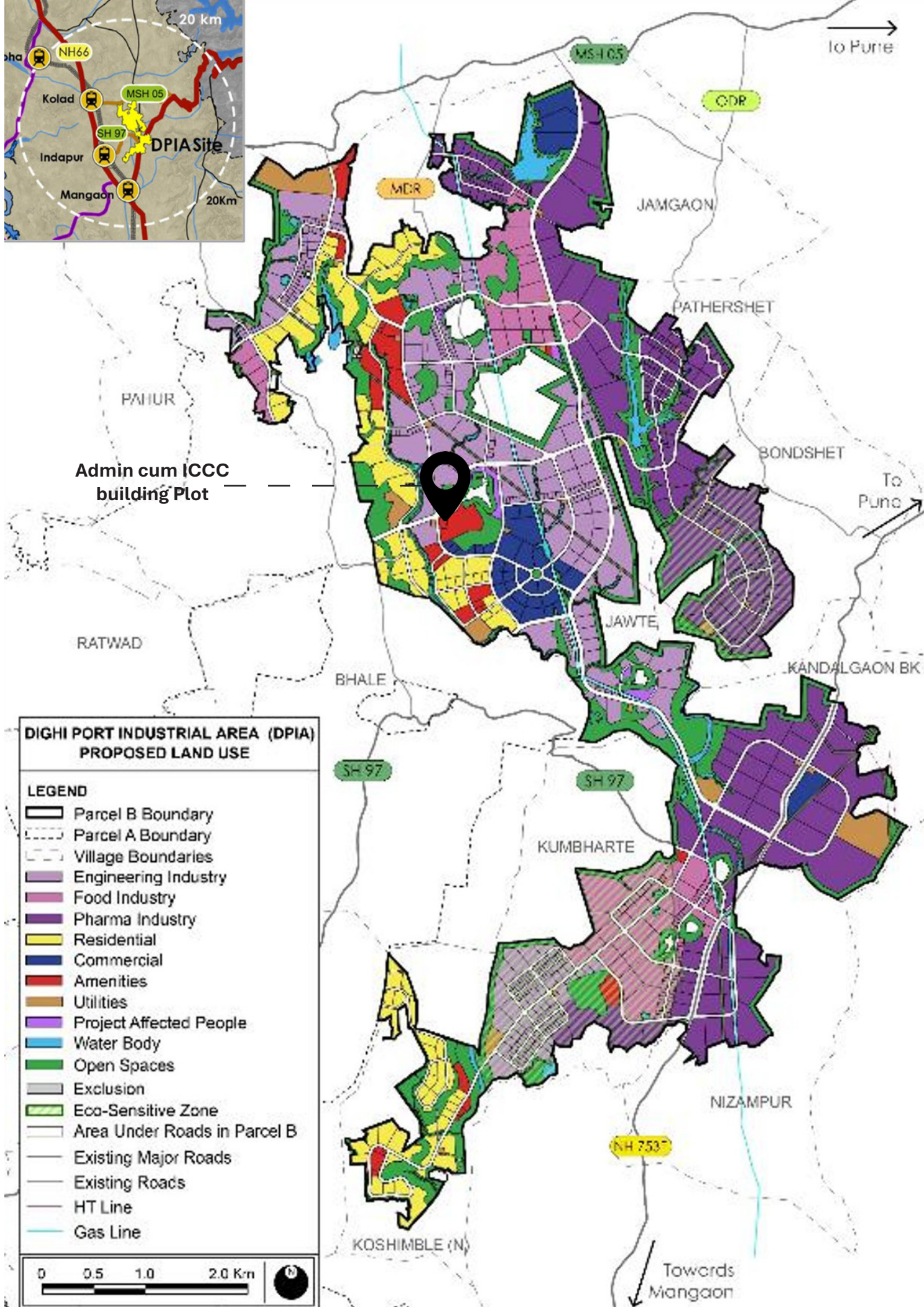
Table1: Regional Access

Road Connections:	- National Highway 66 (Mumbai–Goa) to the west - National Highway 753F (Mangaon–Pune) to the east - State Highway 97 and State Highway 60 provide additional approach routes
Rail Access:	- Indapur station – 1 km - Mangaon station – 3 km - Kolad station – 5 km
Airports:	- Mumbai Airport – 170 km - Pune Airport – 116 km - Upcoming Navi Mumbai Airport – 120 km
Port Proximity:	- Dighi Port – 55 km - JNPT – 104 km - Mumbai Port – 153 km
Supplementary Infrastructure:	A proposed Multi-Modal Logistics Park (MMLP) by NHLML, RVNL, and the State Government is planned just 15 km from the site, further strengthening regional and national logistics capabilities.

In addition, the area’s growth is supported by projects such as the Mumbai–Goa highway expansion and an increase in tourism in the Konkan region. The local economy is shaped by agriculture and its proximity to tourist destinations such as Alibaug Fort, Raigad Fort, Murud-Janjira fort and the Konkan beaches, providing additional opportunities for integrated development.

Figure 4: Regional Connectivity of DPIA cluster

Source: EGIS India



3.3. Physical and Ecological Features

Topography

The industrial cluster, as can be seen in the exhibits a varied topography characterized by the presence of multiple hillocks and undulating terrain. The overall slope direction trends from the northeastern and northwestern edges toward the central and southern parts of the site, as major stream flows from there. The Admin cum ICCC building site consists of both Rocky surfaces at many places and soft soil in the remaining portion of the site. The Admin cum ICCC building site has the lowest elevation towards South (Kumbharte) and the highest elevation towards north (Jamgaon) and north-western parts (Pahur). The admin building site features a natural slope from the northeast to the southwest, with an elevation ranging from 73.5 m to 77 m. while hillocks are located towards the southern and eastern boundaries. Figures 7 and 8 can be referred to for understanding the same.

Watershed Drainage

The DPIA cluster features a natural drainage pattern flowing predominantly from north to south. Numerous seasonal streams and water bodies are spread across the site in low-lying areas and valleys, supported by moderate to dense vegetation. A major Order 5 stream passes through the Admin cum ICCC building site, while Order 3 and 4 streams are observed along the cluster boundary. These hydrological features are critical for guiding site planning and water management strategies. Figures 9 and 10 can be referred to for understanding the same. (Refer to Additional Detail 1 for stream order)

Flood Risk and Vulnerable Zones

The proposed Admin cum ICCC building site falls within the Central India & Deccan Region, which is generally not prone to serious flood hazards.

Water Bodies On/Adjacent to Admin cum ICCC building Site

There is no perennial water body present on the Admin cum ICCC building site.

Geology and Soil Profile

The topsoil extends to a depth of 2.7 m, comprising residual brownish sandy silty clay with pebbles, cobbles, and boulders. Below this lies moderately weathered brownish-grey rock from 2.7 m to 4.0 m with a compressive strength

Figure 5: DPIA Master plan

Source: EGIS India

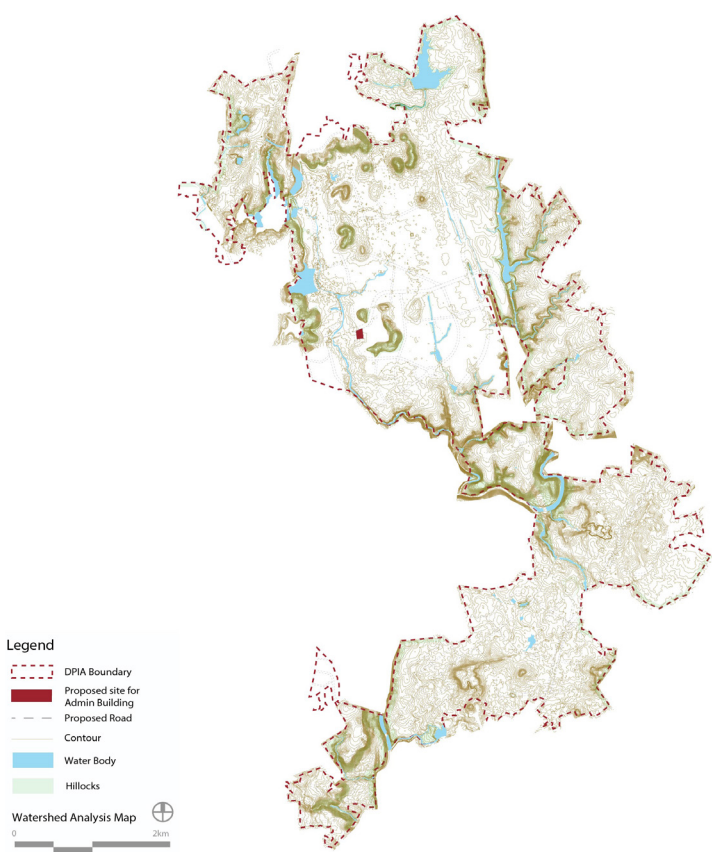


Figure 6: Topographic analysis at the Cluster level

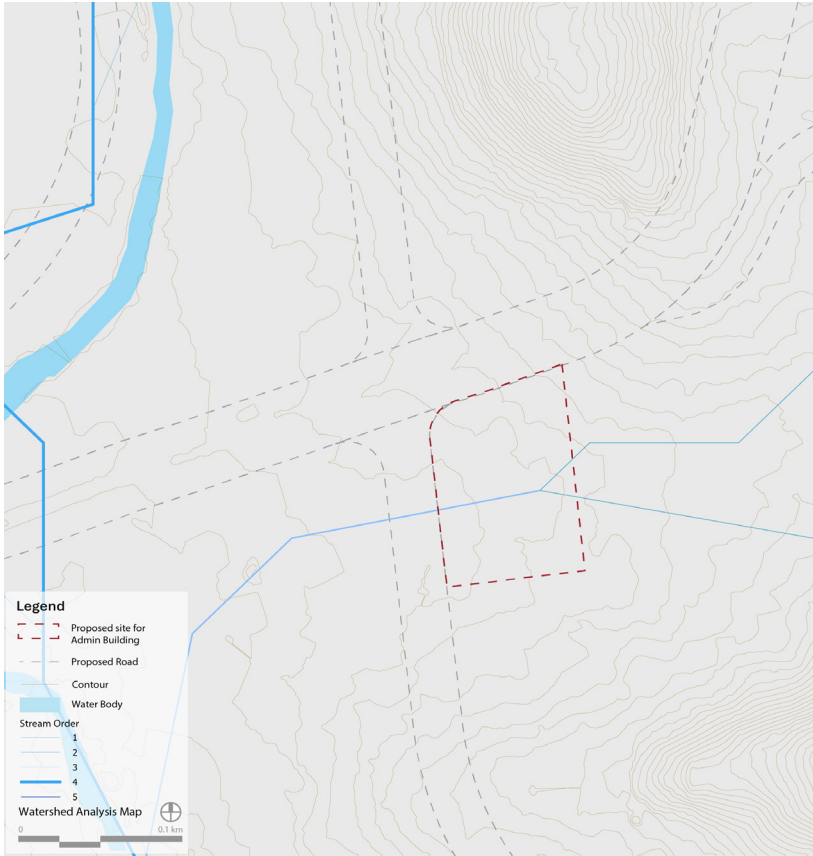


Figure 7: Topographic analysis at Admin cum ICCC Site level

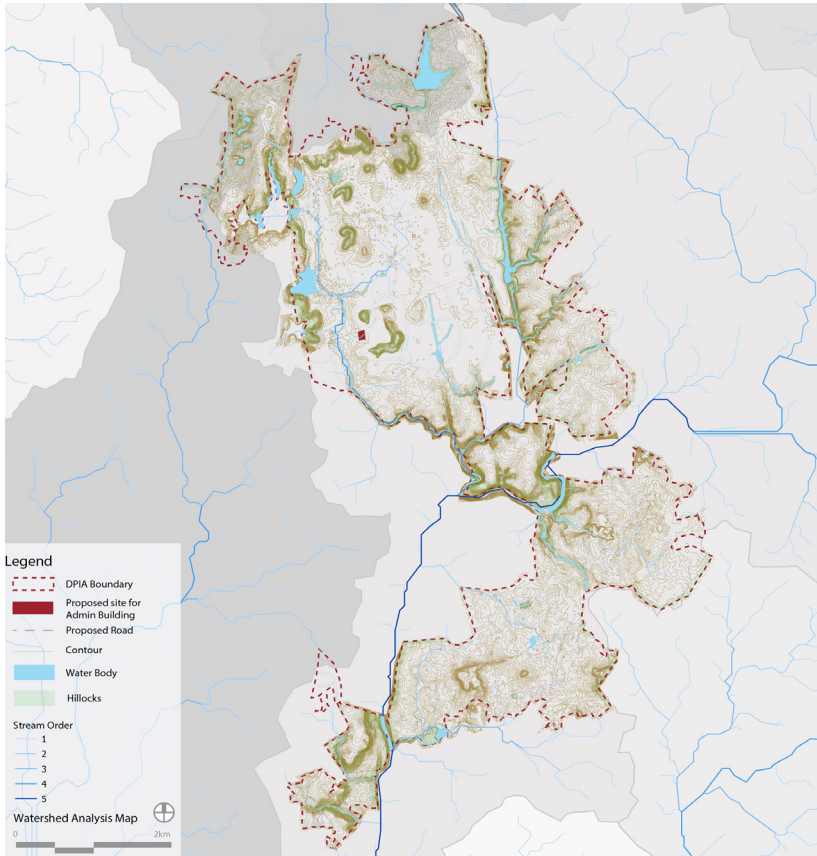


Figure 8: Watershed Analysis at Cluster level

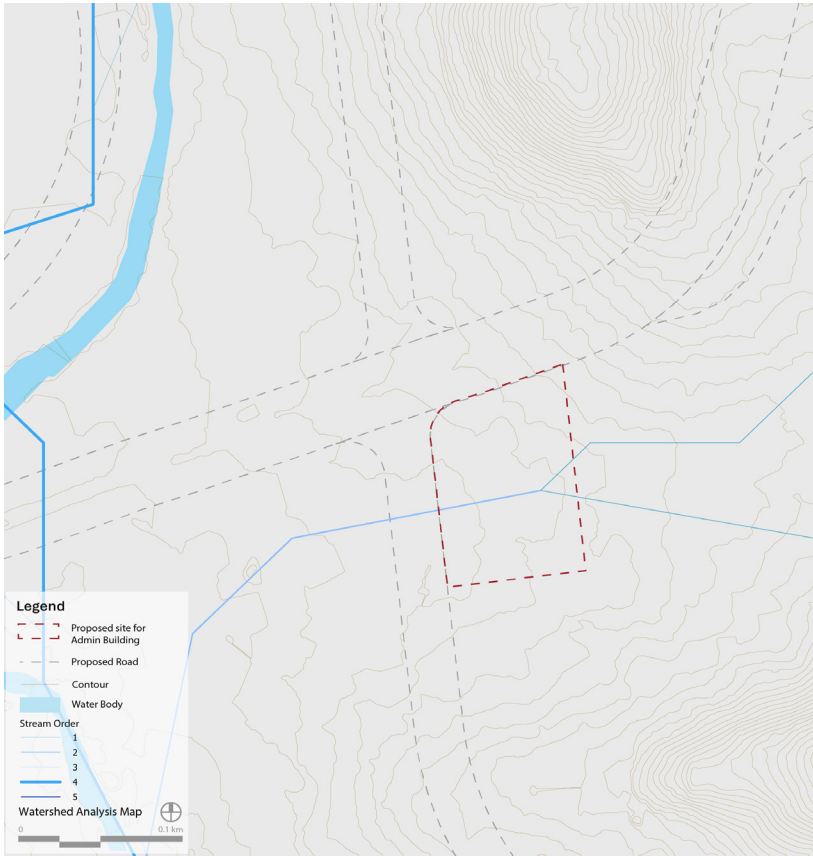


Figure 9: Watershed analysis at Admin cum ICCC Site level

of $\sim 826.5 \text{ kg/cm}^2$, underlain by hard grey basalt bedrock from 4.0 m to 9.0 m containing vertical and inclined veins, with a compressive strength of $\sim 738.5 \text{ kg/cm}^2$. Groundwater was encountered at 2.10 m, with a likely seasonal rise during the monsoon. The hard basalt offers excellent bearing capacity and stability for mid-rise structures such as the ICCC.

Source: EGIS India

3.4. Climate and Environmental Conditions

Climate Overview

The region lies south of the Tropic of Cancer and experiences a tropical climate, typical of the west coast of India, marked by distinct monsoon patterns and high seasonal rainfall.

Wind Pattern

The region's winds vary seasonally: June–September sees strong south-west to west winds from the South-West Monsoon; October–December brings moderate winds (strong in October) from the north-east to south-east; January–March has moderate north to east winds; in April, speeds rise slightly with variable directions; and in May, winds intensify, shifting from the south-west to north-west. The wind pattern can be referred to as Figure 10.

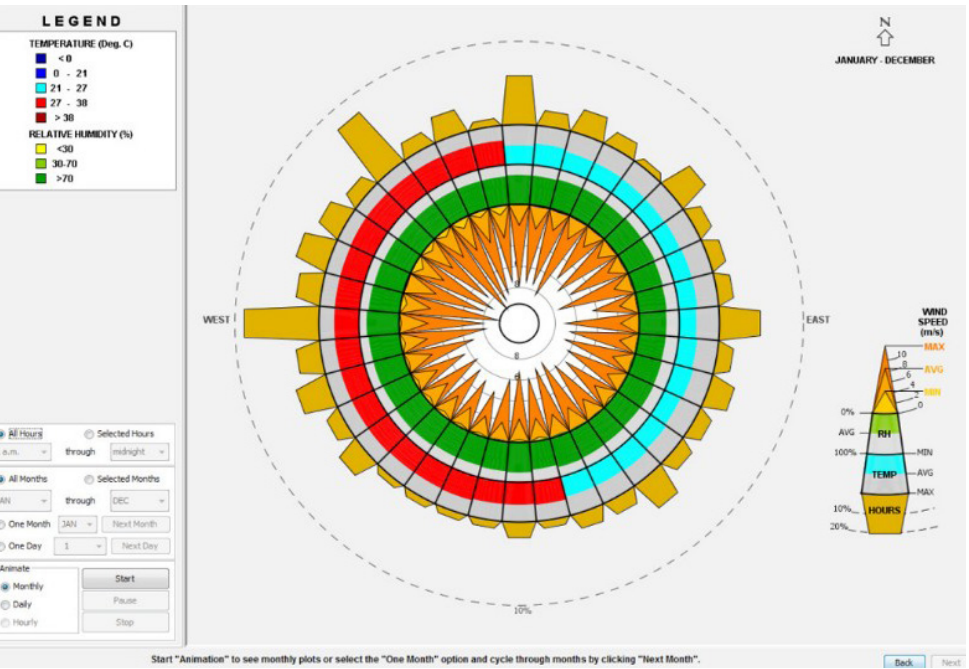


Figure 10: Wind Pattern

Source: EGIS India

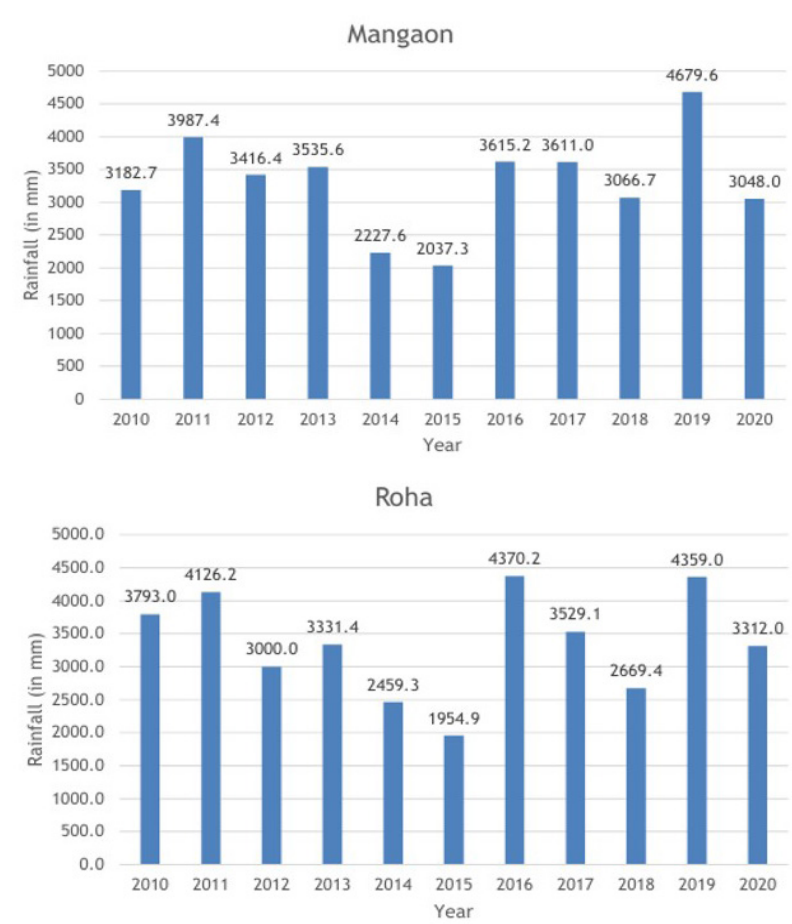


Figure 11: Rainfall Pattern in the region

Source: EGIS India

Rainfall Characteristics

The region is classified as a high-rainfall zone, with an average annual rainfall ranging between 3300 and 3350 mm. An analysis of rainfall data from Mangaon and Roha for the period 2010 to 2020 shows high inter-annual variability, marked by notable declines in rainfall during 2014–2015, and peak precipitation levels in 2016 and 2019. Refer to Figure 11 for Rainfall information.

Temperature range

The mean minimum temperature is 17.7°C and the mean maximum temperature is 31.8°C with an average annual temperature of 27°C.

Seismic Zoning

The Admin cum ICCC building site lies within the Indian Seismic Zone 4.

3.5. Ecology and Biodiversity

The Admin cum ICCC building site hosts significant natural features, including dense vegetation, streams, and active farmland, requiring preservation and conservation. A seasonal stream from the northeast highlands flows toward the Admin cum ICCC building site, where water accumulation was observed beneath an existing mango tree, which can be seen in Figure 12. Buffer to ecological features shall be provided in accordance with Clause 6.6.2 – Restrictions of Building Activity in the Vicinity of Certain Areas of the National Disaster Management Guidelines on Management of Urban Flooding, 2010.



Figure 12: Water Accumulation under the Mango tree

3.6. Heritage and Archaeological Context:

The region boasts a rich cultural heritage, featuring 12,000-year-old petroglyphs in Ratnagiri and Rajapur, as well as a tradition of fresco-painted architecture. A Shivaji Maharaj temple, an important cultural and historical landmark, is located in a nearby village near the project site. The region is also known for its distinctive Konkan Wada architecture. Raigad Fort, Ratnagiri and Rajapur petroglyphs, fresco-painted structures, are another important historical monument of the region.



Figure 13. Shivaji Maharaj Temple

3.7. Admin cum ICCC building Site context

Surrounding Areas

The Admin cum ICCC building site is located near Entry Gate 2 in Figure 14, At a key junction, ensuring high visibility and accessibility. Falling within the amenities land-use zone as per the master plan, it is surrounded by public and semi-public facilities, such as markets, schools, and hospitals. Its strategic positioning enables a smooth transition between existing settlements and planned development, fostering integration and community interaction. The Admin cum ICCC building site offers clear views of a hillock to the northeast (≈ 120 m away) retained as open space under the land-use plan, which may serve as a distinctive design feature. It also overlooks the western hills about 500 m away.

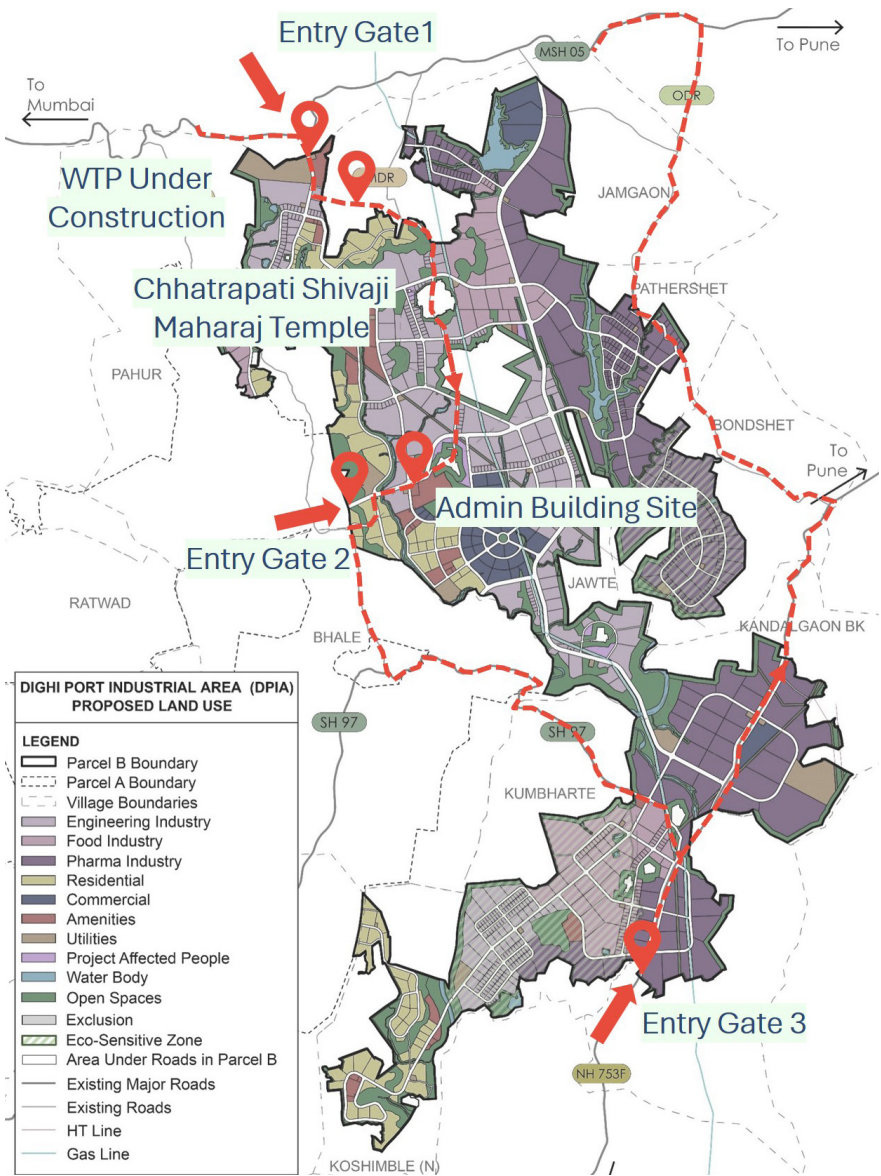


Figure 14: Admin cum ICCC building site context

Source: EGIS India

3.8. About the Admin cum ICCC building site

The Dighi Port Industrial Area (DPIA) is one of the nine nodes under the Delhi-Mumbai Industrial Corridor (DMIC).

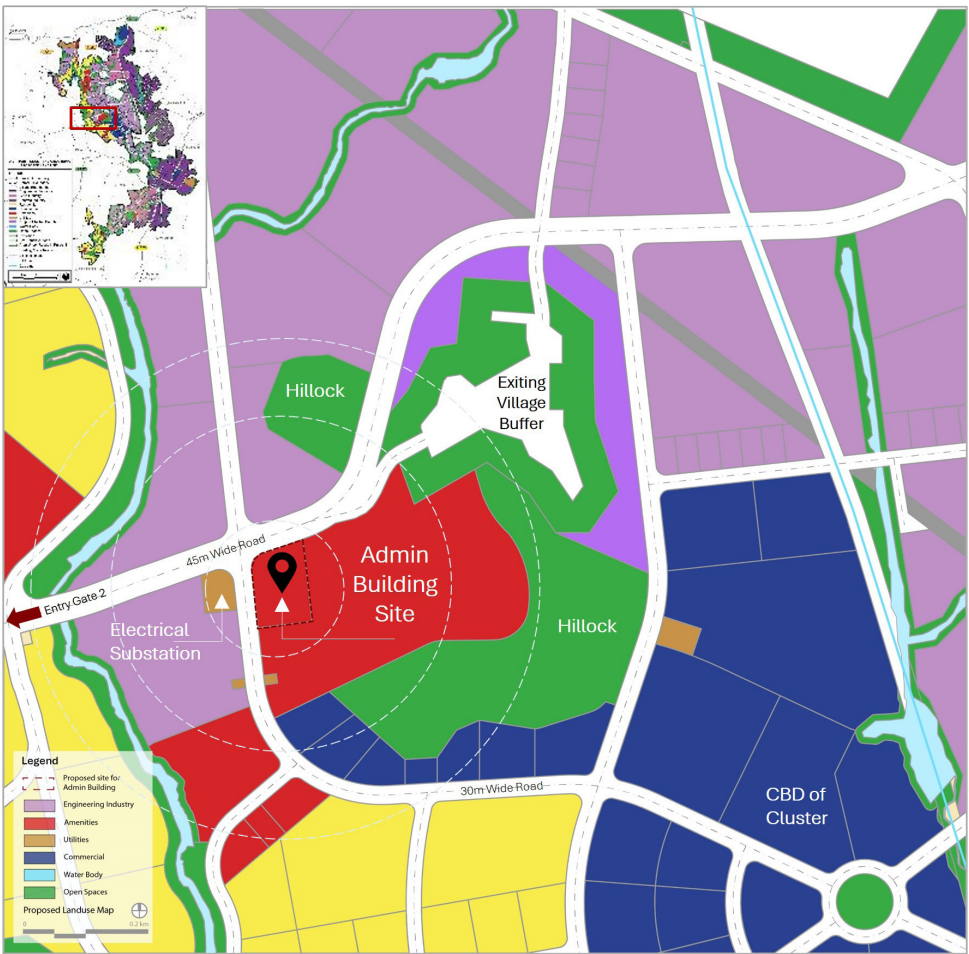


Figure 15: Selected site for Admin cum ICCC building and its context

The Admin cum ICCC building site coordinates can be referred to from Table 2.

Table 2: Site Coordinates

Coordinate No.	North	East
1	18°22'13.477"N	73°16'59.034"E
2	18°22'14.258"N	73°16'59.552"E
3	18°22'14.451"N	73°17'00.157"E
4	18°22'15.036"N	73°17'01.754"E

The Admin cum ICCC building site lies within Phase 1 development on Plot ID: α/T/12, designated as Amenities (Public Semi-Public) land use. The 10,300 sq. mt. plot is earmarked for administrative and institutional functions supporting the early-stage activation of the industrial cluster.



Figure 16: Admin cum ICCC building Site Context



Figure 17: Admin cum ICCC building plot- site visuals



3.9. Building Byelaws

Development of the Admin cum ICCC Building in DPIA is subject to the MIDC DCPR2009 and MIDC DCDCPR2022 (Draft) Building Regulations. A copy of these regulations is attached in Additional Detail 3. The building shall be classified in accordance with the relevant provisions of the National Building Code (NBC) 2016, and should follow acts, norms, standards and statutory provisions such as the Environmental (Protection) Act 1986 and National Building Code (NBC) 2016. For the design proposal, the following key development control parameters have been identified.

Plot Number	Plot size	Proposed land use of the plot
α/T/12	10,300	Amenities (Public, Semi-Public)
Maximum ground coverage	No. of access roads	Permissible FSI as per the land use
45 %	2	Max 2.5
Permissible Height	Proposed setbacks	Parking
1.5 times road width	6 mt.	Table No. 7 C, MIDC DCDCPR 2022
Proposed built-up area (sq. mt.)	Building Classification as per NBC 2016.**	Basement
6,900	Group-E Business	Clause No. 8.11, MIDC DCDCPR 2022

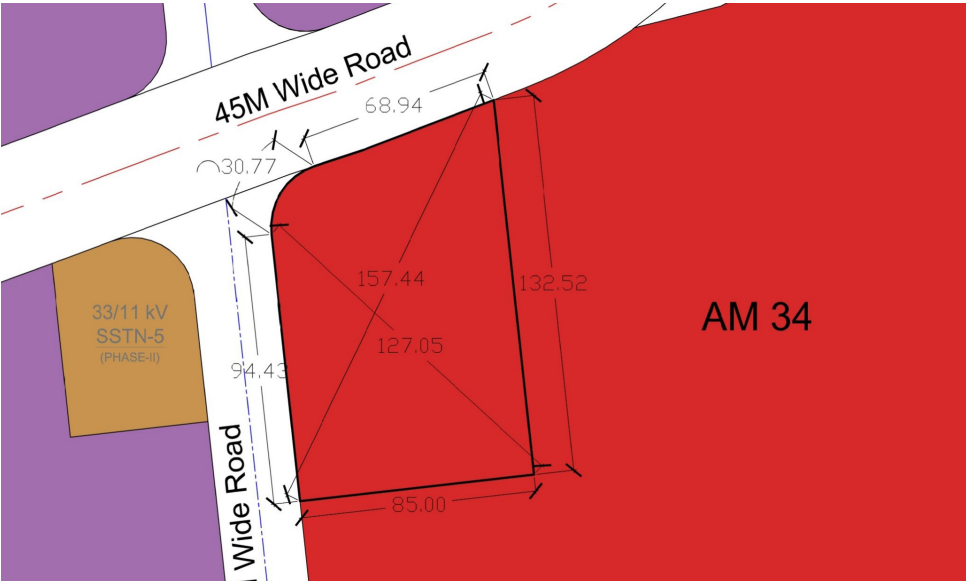


Figure 18: Admin cum ICCC building site and dimensions

** For Classification Details refer Additional Detail 5.

Design Vision

4. Design Vision

The Admin cum ICCC Building at DPIA is envisioned as a future-ready workplace that fosters innovation and sustainability, and promotes well-being and collaboration through efficient, high-performing spaces.

In alignment with the vision of NICDC and MITL, the project should be conceived as a functional, future-ready institutional hub that anchors administrative operations and integrated command functions within the larger industrial ecosystem. At a broader scale, the building must optimize land use through a compact and efficient layout, ensure clear and seamless circulation for officials and visitors, and establish a cohesive campus framework that supports walk-to-work principles and phased expansion without disrupting ongoing operations.

At the building level, the design should incorporate flexible spatial planning to accommodate evolving operational and technological requirements, along with scalable infrastructure that aligns with smart-city standards. The architectural response must integrate advanced plug-and-play systems, efficient service planning, and climate-responsive strategies suited to Dighi’s conditions. The overall expression should reflect a contemporary architectural identity rooted in the regional context, while maintaining performance efficiency, adaptability, and long-term sustainability



4.1. Architectural Language & Philosophy

The Admin cum ICCC Building should distinctly reflect the heritage and culture and stand as a recognizable, contextual, and contemporary landmark highlighting the historical significance of the region. The building should be user-friendly and adaptable, accommodating the needs of its permanent occupants and visitors.

In line with the broader objectives of this initiative, the design should symbolize collaborative working across all levels of NICDC, MITL and stakeholders, reflecting a shared commitment to generating employment and driving regional growth.

4.2. Built Form, Scale and Site Response

The design of the Admin cum ICCC building should establish a balanced relationship among form, function, and context, ensuring the built environment remains efficient, adaptable, and responsive to the site's physical, climatic, and cultural conditions. The built form must reflect institutional identity while maintaining human-scale proportions and comfort.

Preferred Features

- The building should integrate courtyards, terraces, and landscaped open spaces to enhance environmental quality and user comfort. These green interventions must improve microclimate performance while encouraging interaction and visual continuity across indoor and outdoor areas.
- Workspaces, meeting rooms, and investor areas should be strategically oriented to capture views of surrounding natural features or internal courtyards, reinforcing a sense of well-being and openness.
- Introduce vertical architectural elements for institutional signage or identity where appropriate, ensuring they harmonize with the building’s proportions and skyline.
- Provide public interfaces on the ground floor, such as temporary exhibitions and outreach events, to support community integration, banking services, post office, land registration, power distribution company, engineering office, public grievances office, conferences etc.

Contextual and Regional Response

- The architectural language should engage meaningfully with the region's cultural and material heritage. Inspiration may be drawn from architectural references such as Raigad Fort, Ratnagiri and Rajapur petroglyphs, fresco-painted structures and Konkan Wada architecture, while maintaining a contemporary expression suited to present-day institutional needs.
- Climatically responsive elements such as jaalis, screens, deep overhangs, and shaded openings should be incorporated to reduce heat gain and glare while maximizing daylight and ventilation.
- A blend of traditional and modern materials could include locally available Jamba stone (laterite) and Deccan basalt, both for their durability, thermal performance, and contextual resonance.

The site and immediate context

Based on the site setting and its scenic surroundings, as elaborated in Chapter 3: Site Information, the following design considerations must guide the planning and development of the Admin cum ICCC Building:

- Visual Integration: Orient the building to frame views of the north-east hillock (approximately 120 m away) and the western hills as natural landmarks, reinforcing the building's relationship with the landscape.
- Stormwater Management: Considering the site's gentle north-east to southwest slope, its location below an adjacent hillock, and the region's high annual rainfall (3,300–3,350 mm), the design must incorporate graded surfaces, efficient drainage, retention basins, and rainwater harvesting systems to manage runoff and ensure operational continuity during monsoon peaks.
- Landscaping and Slope Stabilization: Preserve natural topography and employ native, water-tolerant vegetation to stabilize slopes, reduce erosion, and maintain ecological balance.
- Natural Features Preservation: Retain existing mature trees and the seasonal stream within the site as integral components of the landscape plan, enriching ecological value and user experience.
- Seismic Safety: As the site falls under Seismic Zone IV, comply with BIS Codes IS 1893 (Part 1) and IS 4326 for earthquake-resistant design and construction.
- Soil Investigation and Bearing Capacity: Foundation designs must consider the local soil profile, groundwater presence, and high-moisture conditions during the monsoon to ensure safety and stability.



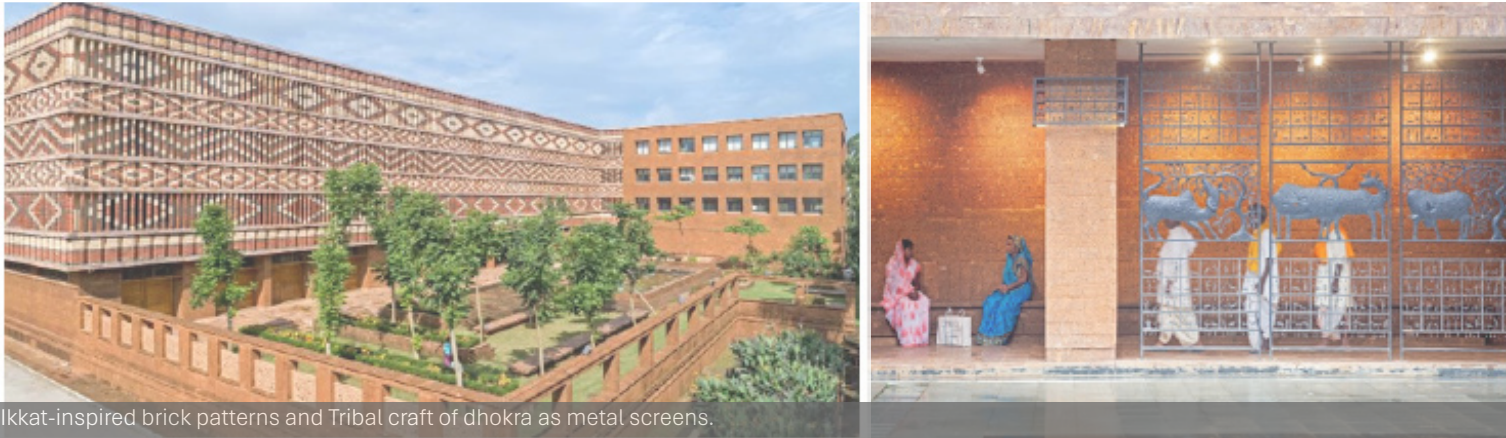
Embedding of local cultural and historical references reflecting leadership, teamwork and public purpose.



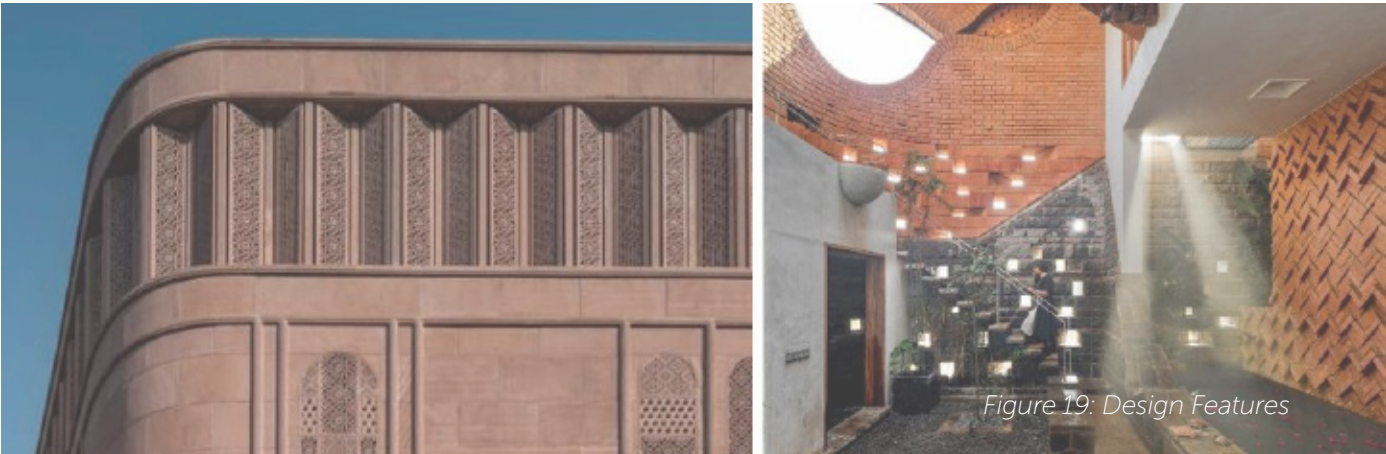
Vertical architectural elements for institutional signage or identity.



Ground floor with Courtyard and stepped Water body acting as a as communal Space.



Ikkat-inspired brick patterns and Tribal craft of dhokra as metal screens.



Hand-carved Jodhpur red sandstone & Flagship Store and play of brick and stone jali

Figure 19: Design Features

4.3. Flexible or Modular design

Adopt a flexible, modular planning approach that supports adaptability within the existing footprint. Plan internal layouts so they accommodate the evolving Admin cum ICCC building, varying departmental needs, and new technologies without major physical alterations.

Enable functional interchangeability by organizing workspaces, meeting rooms, and collaborative areas for reconfiguration with minimal intervention. Plan spaces such as exhibition zones or reception areas to operate as multipurpose areas that can host events, informal meetings, or training sessions as required. This approach will sustain operational efficiency and long-term usability, allowing the building to respond to institutional changes while reducing maintenance and retrofit demands.

4.4. Construction Technology

Adopt an advanced, rapid construction methodology that prioritizes flexibility, modularity, and efficiency. Utilize prefabricated, modular, or off-site manufacturing systems to accelerate build time while maintaining high quality and precision. Design structural components and service modules for easy assembly, replacement, and expansion within the existing footprint.

Enable adaptability through construction techniques that support phased development and minimal disruption. Incorporate systems such as pre-engineered frames, integrated service cores, and plug-and-play building elements that allow for quick configuration or upgrade as needs evolve. Materials and technologies should support sustainable practices, reduce on-site labour, and shorten project timelines.

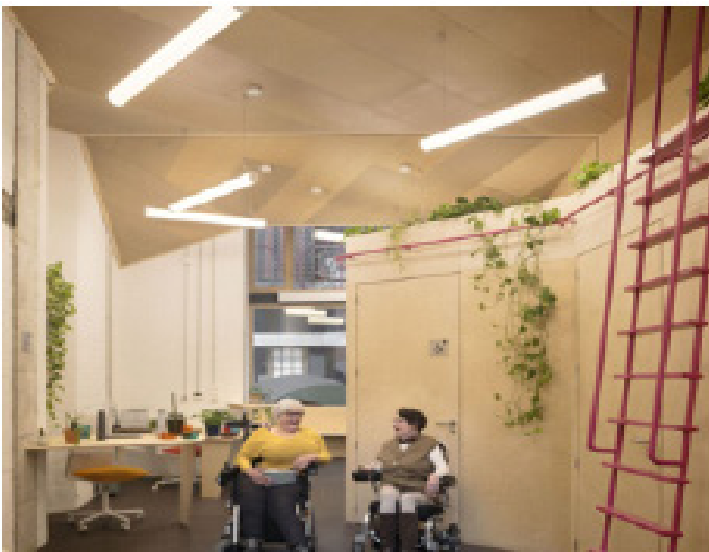
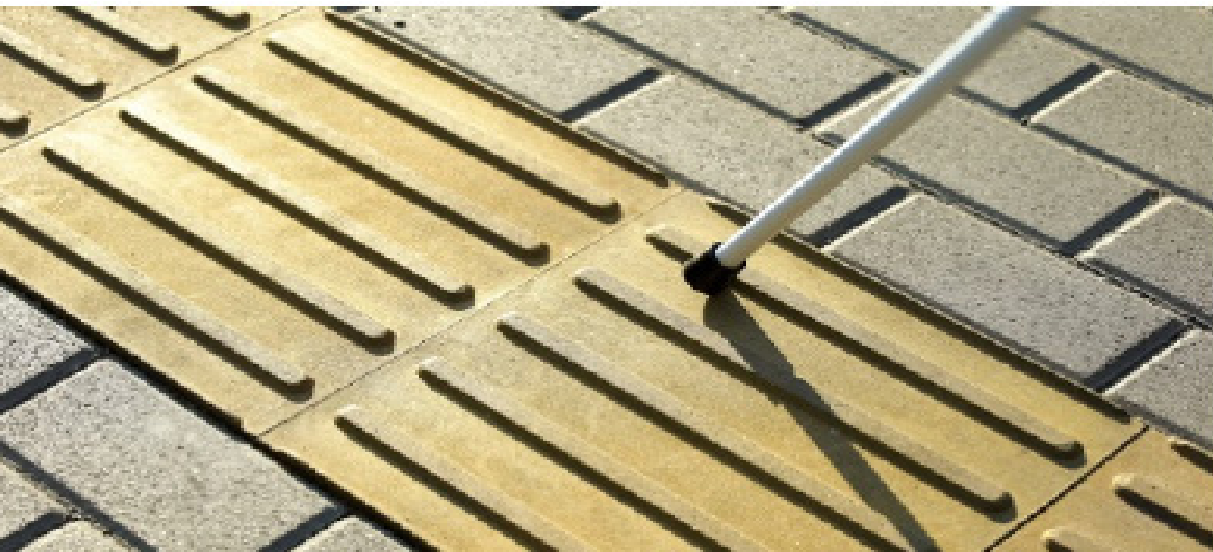
4.5. Inclusivity and Well-being

The building must foster an inclusive and supportive environment that enhances workplace experience, facilitates coordination with diverse stakeholders, and accommodates the needs of all users. Ensure universal accessibility across all facilities, regardless of age, gender, or ability, while promoting health, safety, dignity, and a sense of belonging for every occupant.

All facilities should comply with the Harmonized Guidelines and Standards for Universal Accessibility in India – 2021, issued by the Ministry of Housing and Urban Affairs under the framework of the Rights of Persons with Disabilities Act, 2016.

In line with UN-Women Guidance on Gender-Responsive Public Administration Infrastructure (2019), the building should embed gender inclusivity into spatial design and operations. This includes creating environments that are safe, comfortable, and equitable for all users, especially women, caregivers, and vulnerable groups. Key considerations, but not limited to, include:

- 1. Safe and Accessible Facilities: Well-lit circulation areas, entrances, and surroundings that enhance safety and comfort.
- 2. Gender-Sensitive Sanitation: Clean, secure, and gender-segregated toilets that include menstrual hygiene management provisions.
- 3. Supportive Spaces: Dedicated private areas for confidential discussions or counselling, and child-friendly or day-care facilities for staff and visitors.
- 4. Universal Access: Barrier-free routes, ramps, elevators, and tactile indicators for persons with disabilities (PwDs), elderly users, and children.
- 5. Information and Help Desks: Clearly marked and accessible monitoring or assistance points for women and other vulnerable users to seek support or report concerns.



4.6. Design to Achieve Sustainability & Go Beyond Certification

The Admin cum ICCC Building shall exemplify sustainable, future-ready architecture, aiming for carbon neutrality, net-zero emissions, and progressive movement toward net-positive performance across energy, water, waste, and emissions. The building shall be a durable, low-maintenance facility reflecting the institution’s identity and commitment to environmental stewardship, incorporating rooftop solar power generation and rainwater harvesting based on available area and local rainfall to reduce operational resource demand.

Sustainable Site Planning

- Maintain and protect existing topography and soil to support natural water flow and reduce erosion.
- Utilize native plants to support local biodiversity.

Materials and Indoor Environmental Quality

- Prioritize locally available, low-embodied-carbon materials such as laterite, basalt, and other durable natural materials suited to the regional climate.
- Materials should be non-toxic, low-VOC, and maintain a healthy indoor environment.
- Use materials and strategies to decrease heat absorption, mitigating urban heat island effects.
- Select glazing materials that control solar heat gain with appropriate reflectance to optimize natural lighting and reduce artificial lighting requirements.
- Design measures must ensure adequate ventilation, acoustic comfort, and daylight penetration, contributing to occupant health and productivity.

Electrical & Renewable Energy Systems

- Incorporate passive design strategies such as natural ventilation, daylighting, shading, insulation, and climate-responsive orientation to minimize energy demand.
- Use energy-efficient windows to reduce heat transfer and enhance occupant comfort.
- Install occupancy-based lighting sensors to improve energy efficiency.
- Integrate renewable energy systems (e.g., rooftop solar PV, solar water heating) and high-efficiency HVAC, lighting, and equipment.
- Ensure full compliance with the Energy Conservation and Sustainable Building Code (ECSBC) to achieve energy-efficient and sustainable design, irrespective of state mandates.
- Illumination for showcasing the building’s architectural features, especially during special occasions, should utilize energy-efficient LED systems to lower power usage, enhance safety, and reduce light pollution.

- For Dighi, in addition to ECSBC compliance, a minimum 3-star GRIHA rating is mandatory for all government buildings, with higher ratings encouraged where feasible.

Water Management and Conservation

- Install energy-efficient fixtures and adopt Water Sensitive Urban Design techniques.
- Implement rainwater-harvesting and greywater-recycling systems.
- Progressively move toward a water-net-positive site with regenerative landscapes that improve retention and restore degraded land.
- Use natural water bodies, where feasible, for passive cooling.
- Implement systems to manage and treat stormwater runoff, reducing pollution and flooding risks.

Solid Waste Management

- Provide systems for segregation at source, recycling, and composting.
- Encourage the use of sustainable, low-impact materials. Support innovation in waste reduction and management at both the building and cluster levels.

Sustainable Transportation

- The Admin cum ICCC building should actively support a vehicle-free environment within the cluster by integrating facilities that encourage sustainable mobility.
- This includes providing EV charging points, dedicated bicycle stands, secure parking for cycles and e-bikes, docking and charging points for micromobility users, and real-time public transport information displays in the lobby to support low-carbon travel for staff and visitors.
- These provisions should not be restricted to the examples listed above.

4.7. Design for a Digitally Enabled, Safe and High-performance building

Integrate advanced digital and automation technologies to create a secure, efficient, and high-performance working environment. The design must incorporate Intelligent Command and Control Center (ICCC) components as a secondary function to support real-time monitoring, data analytics, and coordinated operations across the cluster.

A Building Management System (BMS) shall form the backbone of the facility's smart infrastructure, integrating key subsystems such as:

- Automatic Lighting Controls for optimized energy use and occupant comfort.
- Energy Management System for monitoring, analysis, and demand optimization.



- Security and Access Control Systems, including smart surveillance and restricted-access zones.
- Demand-Controlled Ventilation (DCV) for maintaining indoor air quality and thermal efficiency.

Where viable, the building should employ IoT-enabled devices, sensor-based automation, and high-performance materials to reduce operational costs, enable predictive maintenance, and support long-term sustainability goals.

4.8. Revenue Generation

Integrate revenue-generating spaces that contribute to the building's long-term financial sustainability and reduce operational expenditure. Within or adjacent to the Admin cum ICCC building, provisions may be made for lease-based or rentable facilities such as:

- Multipurpose meeting and conference halls,
- Exhibition centers, and
- Co-working hubs / Startup incubation and investor facilitation zones.
- Public services such as banks, post office, stationery stores, power distribution company offices, registration offices etc.

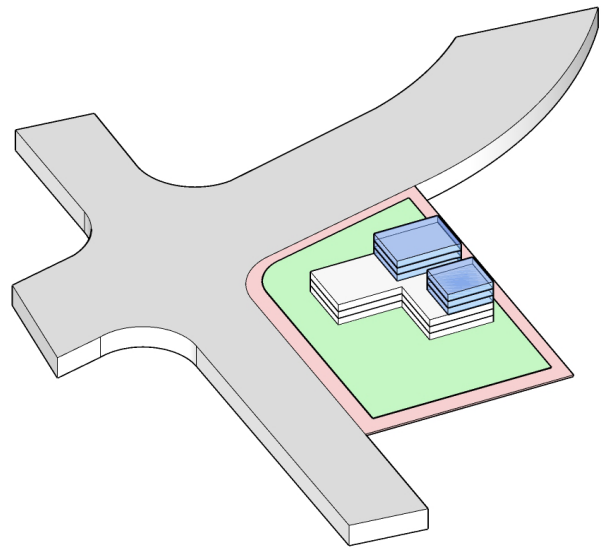
Such spaces should be strategically located and functionally independent, ensuring easy public access without disrupting core administrative operations.

4.9. Design for Future Expansion

Plan for phased physical expansion so the building can accommodate future administrative and operational growth while ensuring optimum utilization of the permissible FSI. Anticipate additional development in the master plan and structural system so future phases proceed without disrupting ongoing operations or architectural coherence.

Adopt two complementary approaches:

- Horizontal expansion: Develop adjoining parcels (initially used for temporary landscaping) in later phases.



- Vertical expansion: Provide higher structural capacity and service risers for additional floors above the completed phase.

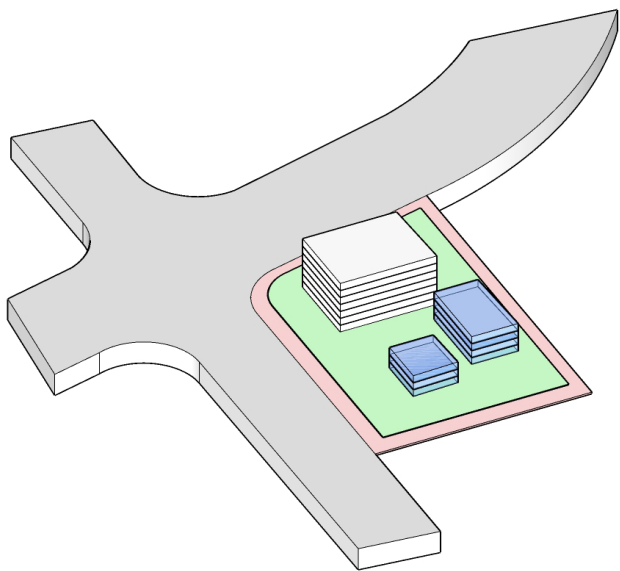


Figure 21: Future Expansion

Ensure both approaches maintain design continuity, integrate services efficiently, and use land and resources judiciously.

Project Requirements

5. Project Requirements

5.1. Proposed Program for the Admin cum ICCC building

The Admin cum ICCC building will have an approximate built-up area of a tentative 6,900 sq.mt. and is planned to accommodate 45–50 core working users, along with an additional 70–80 support and facility management personnel, resulting in a total estimated occupancy of approximately 115–130 users. The building will be located on a 10,300 sq.mt. plot within the Central Business District (CBD) of DPIA Parcel B.

The facility shall accommodate the following functional areas, either within a single building or distributed across multiple structures.

Note: Detailed Users and Departments are provided in Additional Detail 4.

5.2. Functions and Key Considerations

Primary Functions

The building will primarily accommodate administrative and official functions, technical and engineering support, and monitoring and evaluation activities, including ICCC functions.

Secondary Functions

The building will also provide facilities for exhibitions and conventions, training and capacity-building programs, as well as Public services such as banks, post office, stationery stores, power distribution company offices, registration offices etc.

Type of users and activities

The building will serve multiple user groups, each with distinct functions and facilities.

User Group	Activities	Facilities Required
Daily Office Workers	Administrative operations, coordination, management, and office work.	Workstations, meeting rooms, document management systems, and communication infrastructure.
Officials and Bureaucrats (weekly/monthly Meetings)	Policy discussions, strategic planning, and inter-agency coordination.	Executive meeting rooms, video conferencing, and secure communication areas.
Rental Spaces (Cafe/ Restaurant)	Cafes, office restaurants, and other rental spaces for daily use.	Cafeteria, lounge areas, vending machines, and facility maintenance.
Visitors	Guest reception, orientation, and information dissemination.	Reception area, visitor lounges, information kiosks, rental spaces.
Investors	Investment discussions, presentations, and networking.	Investor lounges, presentation rooms, meeting spaces.
	Hosting workshops, seminars, public events, and exhibitions.	Auditorium, seminar rooms, exhibition spaces, and event coordination.

5.3. Space Program

Based on the users and activities defined in Section 5.2, the facility shall accommodate the following functional areas, either within a single building or distributed across multiple structures. These spaces are grouped into seven broad categories.

Table 3: Comprehensive Program Requirements for Dighi

	Functional Space Category	Users	Area (sq. mt.)
	Executive And Admin	12	250.5
	Workspaces	79	980
	Command And Control Center	30	600
	Extended Workspaces		860
	Social And Communal Spaces		1060
	Wellness And Amenities		510
	Safety And Disaster Management	4	20
	Support & Utility	5-10	1600
	Circulation		1110
	Total	115-130	6900

Note: Detailed Functional Program is provided in Additional Detail 2.

5.4. Executive and Admin Spaces

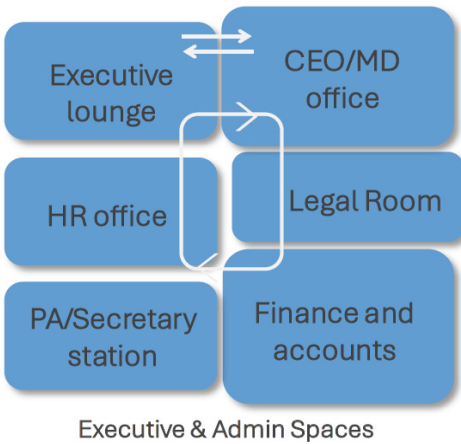
The Executive and Administrative area is the core decision-making center of the Admin cum ICCC Building, housing senior officials who supervise and manage the operations of the industrial smart city cluster.

Access: These are private spaces for limited users, with controlled access. VIP movement and state/national official visits are considered in circulation planning.

Type of activity: Daily administrative work, strategic planning, inter-departmental coordination, and meetings with bureaucrats and industry representatives.

- Connection with Other Spaces:
- Directly linked to Workspaces (meeting rooms, shared offices)
- Directly connected to the Command-and-Control Center (ICCC) for operational monitoring
- Linked to Social and Communal Spaces (auditorium, seminar halls) for meetings and events.

Standards: Based on UN office standards, case studies, market scoping, and stakeholder discussions



Space Features

01. CEO / MD Cabin/ Joint Secretary Cabin/ MD / Senior Official Cabins

Occupants	Requires
Head/Managing Director/CEO/ Joint Secretary (2 no.)	Desk + chair, 3 chairs for visitors, sofa set for visitors, attached toilet, storage and video conferencing facility.
Used for	Design Criteria
Desk work, meetings with 3-4 officials	Natural light, visual connection with PA/Secretary office, privacy, equipped with necessary IT and communication facilities

02. Finance/Account Room

Occupants Finance Officer / Accounts Staff (3 nos.)	Requires Workstations with computers, printers and scanners, file storage units and record cabinets
Used for Day-to-day financial transactions, budgeting, record maintenance, and coordination with administrative and audit teams.	Design Criteria Well-ventilated workspace, secure storage, and proximity to the Administration section for ease of coordination.

03. PA / Secretary Station

Occupants Personal assistants / secretarial staff (2 nos.)	Requires Desk + chair, storage units, computer, filing area, MD Visitor waiting area.
Used for Supporting executives, document handling and meeting coordination	Design Criteria Close visual and physical access to the CEO/MD, ergonomic workspace, and IT connectivity

04. HR Office

Occupants HR Officer / HR Executive and support staff (2 nos.)	Requires Workstations with computers, filing cabinets, storage for employee records, a printer/scanner, and a small meeting table for staff interactions.
Used for Managing recruitment, employee records, leave and attendance, and staff welfare activities.	Design Criteria Well-lit and ventilated workspace with privacy for discussions, secure record storage, and proximity to the Administration section for coordination.

05. Executive Suite

Occupants Senior officials (2 nos.)	Requires Desk + chair for each occupant, visitor chairs,meeting table, storage units.
Used for Daily administrative work and internal meetings	Design Criteria Natural light, acoustic privacy, IT-enabled workstations, flexible layout for two occupants

06. Executive Lounge

Occupants Senior officials	Requires Sofas, coffee table, small library/display units and a small pantry.
Used for Daily administrative work and internal meetings.	Design Criteria Comfortable seating, natural light, access from the executive area, privacy, and visually connected to corridors for visitors.

07. Legal Room

Occupants Legal Officer / Legal Advisor and support staff (3 nos.)	Requires Workstations with computers, and storage for legal documents and files.
Used for Drafting and reviewing legal documents, handling contracts and compliance matters,	Design Criteria Quiet and private workspace with secure file storage, and proximity to the HR section for efficient coordination.

Table 4:Program Requirements for Executive and Admin

Comprehensive list of spaces	No. of Users per Unit	Unit Re-quired	Minimum Area per User (sq. mt.)	Total Area (sq.mt.)
	A	B	C	D = A x B X C
CEO/MD/Head Cabin	1	1	25	25
Joint Secretary/MD / Senior Official Cabins	1	1	25	25
Finance/accounts room	3	1	10	30
PA/Secretary station	2	1	10	20
HR office	2	1	10	20
Executive suite	1	2	20	40
Executive lounge	1	2	40	80
Legal room	3	1	3.5	10.5

5.5. Workspaces

The Workspaces accommodate various government offices and departments responsible for the overall functioning of the industrial clusters. These may include, for example.

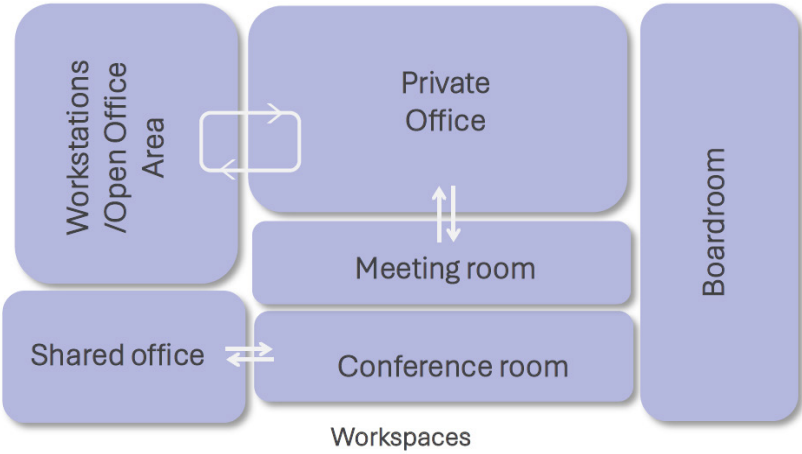
- Planning & Development
- Finance & Accounts
- Legal & Compliance
- Human Resources
- IT & Technical Support

Access: Semi-private spaces with controlled access to sensitive areas, while still allowing visitors to meet officials in designated cabins or collaboration spaces.

Type of activity: Daily desk work, internal meetings, and collaborative activities among staff. Some areas may include dedicated sections for group work or project teams.

Connection with other spaces: Directly connected to Executive and Admin areas for coordination and linked to Command-and-Control Center (ICCC) for operational oversight. Collaboration zones may also have access to Social and Communal Spaces for workshops or informal meetings.

Standards: Based on UN office standards, case studies, market scoping, and stakeholder discussions



Space Features

01. Workstations/Open office area

Occupants	Requires
Staff members and officers from various departments (Planning, Finance, IT, etc.)	Modular workstations, ergonomic seating, shared printers, storage units, small pantry and access to the IT network and power points.
Used for	Design Criteria
Daily desk work, data management, correspondence, and internal coordination.	Open layout with adequate natural light, acoustic zoning to limit noise, flexible modular furniture, and sufficient circulation width for accessibility.

02. Private office

Occupants	Requires
17 Users	Work desk, visitor chairs (2–3 nos), side storage, filing units.
Used for	Design Criteria
Focused desk work, review meetings with small teams.	Sound insulation, visual privacy, connection to open-office area, daylight access and clear IT access points

03. Shared office

Occupants	Requires
22 Users	Individual desks, shared storage
Used for	Design Criteria
Focused desk work	Modular furniture layout allowing reconfiguration, adequate lighting , ventilation and clear IT access points

04. Meeting room (Small, Medium and Large)

Occupants	Requires
6–20 participants per meeting	Conference table, chairs, display screen, whiteboard, tele-conferencing setup
Used for	Design Criteria
Routine coordination meetings, internal reviews, and briefings.	Soundproofing, video-conferencing facility, dimmable lighting and proximity to open-office areas.

05. Board room

Occupants	Requires
100 users	Board table, executive chairs, AV projection system, tele-conferencing, and pantry access
Used for	Design Criteria
High-level review meetings, investor discussions, and policy sessions.	Premium finishes, acoustic privacy, ample circulation space and direct access from the Executive & Admin Area.

Table 5: Program Requirements for Workspace

Comprehensive list of spaces	No. of users per Unit	Unit Re-quired	Minimum Area per user (Sq.mt.)	Total Area (sq.mt.)
	A	B	C	D = A x B x C
Workstations/Open office area	40	1	5	200
Private office	1	17	10	170
Shared office	1	22	5	110
Meeting room (Small)	6	2	2.5	30
Meeting room (Medium)	10	2	2.5	50
Meeting room (Large)	20	1	3.5	70
Board Room	100	1	3.5	350

5.6. Extended Work and Collaboration Spaces

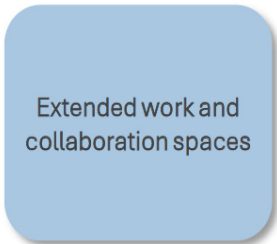
The Extended Work and Collaboration Spaces are designed to encourage knowledge sharing, innovation, and capacity building among employees, partners, and external stakeholders. These areas support training, incubation, and collaborative engagement beyond regular administrative activities, strengthening the link between governance, industry, and research.

Access: Semi-public zones with controlled access for external users, staff and visitors may enter through pre-approved scheduling or programs.

Type of activity: Capacity-building sessions, cross-departmental collaboration, stakeholder meetings, and entrepreneurial incubation.

Connection with other spaces: Directly linked to Workspaces and Executive & Admin areas for coordination; adjacent to Social and Communal Spaces (auditorium/seminar hall) for larger workshops or events.

Standards: Planned as flexible, technology-enabled environments that comply with national training-space standards.



Space Features

01. Library/resource center /Skill/Training development room

Occupants	Requires
20 participants per session	Flexible tables and chairs, projection system, smart board, acoustic treatment and storage for training materials.

Used for	Design Criteria
Workshops, skill development programs, staff orientation, and knowledge-sharing sessions	Reconfigurable furniture, sound insulation, ample daylight, and IT connectivity for digital training modules

02. Co-working area / Rentable Space/ Startup Zones

Occupants	Requires
Investors, industry representatives, or business facilitation teams	Workstations, small meeting niches, display panels, and storage lockers.

Used for	Design Criteria
Entrepreneurship support, innovation labs, and short-term project teams.	Open plan layout with modular pods, plug-and-play infrastructure, high-speed internet, and proximity to meeting and training spaces.

03. Investor/industry office space/Brainstorming Room

Occupants	Requires
Investors, industry representatives, or business facilitation teams	Dedicated cabins or co-working zones with meeting facilities

Used for	Design Criteria
Business facilitation, investment discussions, and liaison with government departments.	Semi-public access, proximity to reception and conference rooms, professional ambience with visual privacy.

Table 6:Program Requirements for Extended Workspace

Comprehensive list of spaces	No. of users per Unit	Unit Re-quired	Minimum Area per user (Sq.mt.)	Total Area (sq.mt.)
	A	B	C	D = A x B X C
Library/resource center /Skill/ Training development room	20	1	3	60
Co-working area / Rentable Space/ Startup Zones		2	100	200
Investor/industry office space/Brainstorming Room		4	150	600

5.7. Command and Control Center (ICCC)

The Command-and-Control Center (ICCC) is the nerve centre of the Admin cum ICCC building, enabling real-time monitoring, coordination, and management of smart city operations across the industrial cluster. It integrates data from various city systems utilities, infrastructure, logistics, and emergency services into a unified digital platform to support decision-making and enhance operational efficiency.

Access: Restricted access zone with multiple security levels; limited entry for authorized staff, technical teams, and senior officials.

Type of activity: Continuous monitoring, data analysis, inter-departmental coordination, and emergency response management.

Connection with other spaces: Directly connected to Executive & Admin areas for rapid coordination, and visually linked to the Viewing Gallery for demonstrations, official visits, and training.

Standards: Designed in accordance with Smart City Mission guidelines, integrating global best practices in command center planning, ICT infrastructure, and operational safety with national training-space standards.

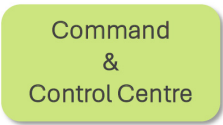


Table 7: Program Requirements for Command and Control Center

Comprehensive list of spaces	No. of users per Unit	Unit Re-quired	Minimum Area per user (Sq.mt.)	Total Area (sq.mt.)
	A	B	C	D = A x B x C
Data Center	30	1	20	600
Control/Command Room with video wall				
SCADA (Supervisory Control and Data Acquisition for utilities)				
Logistics & Industrial Operations Cell				
Alert Broadcasting System				
GIS & Remote Sensing Cell				
Network operations center (NOC)				
Surveillance monitoring room				
NICDC Logistics Data Bank (LDB)				

5.8. Social And Communal Spaces

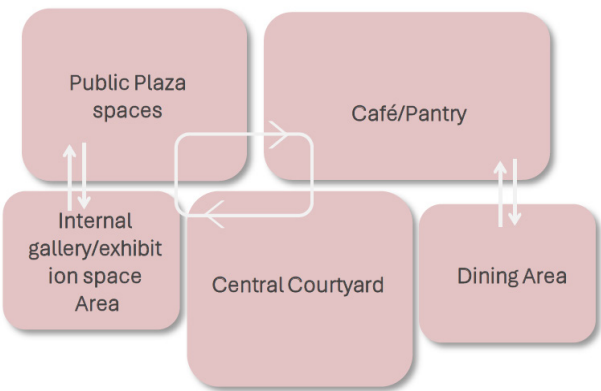
The Social and Communal Spaces promote interaction, well-being, and inclusivity, serving as the informal core of the Admin cum ICCC Building. They foster collaboration among staff and visitors while functioning as public interfaces that enhance transparency and engagement with external stakeholders.

Access: Semi-public to public zones, depending on the space type, designed with clear circulation to avoid overlapping with restricted administrative areas.

Type of activity: Informal meetings, recreation, dining, and events.

Connection with Other Spaces: Strategically located near workspaces, training areas, and entry lobbies for ease of access, the auditorium and exhibition areas connect directly with the public realm.

Standards: Universal design guidelines.



Social and communal spaces

Space Features

Public Plaza, Lounge area, Breakout space, Courtyard, and Balcony breakout shall be designed in accordance with the overall design vision, responding to site context, spatial hierarchy, and user needs.

01. Public Plaza , lounge and waiting area with Kiosks

Occupants	Requires
Common use approachable by every users.	Open paved area, seating elements, shaded spaces, landscaping, lighting, and space for small kioks or public activities.
Used for	Design Criteria
Daily public use, social interaction, informal gatherings, cultural activities and community events.	Universal accessibility, adequate lighting, shaded seating areas and integration with surrounding buildings.

02. Lounge

Occupants	Requires
Executive users and visitors.	Comfortable seating, centre and side tables, and plug points,
Used for	Design Criteria
Informal meetings, short breaks, waiting and casual discussions.	Comfortable and flexible seating, acoustic comfort, easy maintenance furnishings and with visual connection.

03. Cafe / Pantry Area

Occupants	Requires
50 users	Service counter, tables and chairs, vending area, and kitchenette
Used for	Design Criteria
Daily use by staff and visitors for refreshments and informal interaction.	Easy maintenance, adequate ventilation, and proximity to the dining area or courtyard

04. Dining Area

Occupants	Requires
15 users (special guests)	Dining tables, seating, serving counter, hand-wash area, and pantry access
Used for	Design Criteria
Formal dining for senior officials and special guests	Comfortable and private setting, high-quality finishes, and direct access from executive areas.

05. Internal gallery/exhibition space

Occupants	Requires
Visitors, officials, and staff (30 Occupants)	Open display area, movable panels, digital screens, projection system, storage for exhibits, and visitor seating.
Used for	Design Criteria
Displaying project information, models, and achievements; hosting exhibitions and presentations.	Flexible layout with modular displays, appropriate lighting, multimedia provision, and easy public access from the lobby.

06. Game / Recreation Room

Occupants	Requires
Common use but within wellness and amenities spaces only.	Indoor games (table tennis, carrom, etc.), seating, storage
Used for	Design Criteria
Staff recreation and wellness breaks	Vibrant interiors, noise isolation, and adjacency to lounge or courtyard.

07. Auditorium/ Seminar hall

Occupants	Requires
50 people	Fixed seating, stage, projection system, backstage storage, and acoustic panelling

Used for	Design Criteria
Conferences, training sessions, cultural programs, and official events	High acoustic and visual quality, dedicated entry lobby, green room, and direct access from public plaza.

Table 8: Program Requirements for Social and Communal Spaces

Comprehensive list of spaces	No. of users per Unit	Unit Re-quired	Minimum Area per user (Sq.mt.)	Total Area (sq.mt.)
	A	B	C	D = A x B x C
Public Plaza , lounge and waiting area with Kiosks				250
Lounge area				250
Café/pantry area	50	1	3	150
Dining area	15	1	3	45
Internal gallery/exhibi-tion space	30	1	2.5	75
Game/Recreation room		1		200
Auditorium/ Seminar hall	50	1	1.8	90

5.9. Wellness and Amenities

The Wellness and Amenities spaces are intended to promote health, comfort, and inclusivity within the Admin cum ICCC Building. These facilities support daily well-being, personal care, and accessibility for all users, ensuring a safe, comfortable, and responsive workplace environment.

Access: Semi-private, located in easily accessible yet discreet areas for convenience and privacy.

Type of Activity: Health services, rest and recovery, hygiene, and personal well-being.

Connection with Other Spaces: Strategically placed near workspaces and social areas, with proximity to circulation corridors and emergency exits.

Standards: Designed as per national workplace health and safety norms, universal accessibility standards, and gender-inclusive facility guidelines.



Space Features

01. First-Aid Room

Occupants	Requires
3 people (medical staff/patients)	Examination couch, first-aid equipment, storage cabinet, hand-wash basin, and waiting chair

Used for	Design Criteria
Immediate medical attention, minor injuries, and emergency response	Accessible from main corridors, near lift core, equipped with basic medical facilities and ventilation

02. Guest House / Cottages with Attached Toilets

Occupants	Requires
10 guests (short-term stay)	Furnished rooms with a bed, desk, wardrobe, and attached toilet

Used for	Design Criteria
Temporary accommodation for visiting officials or consultants.	Privacy, comfort, secured access and not noticeable to the visitors.

03. Shower/changing room

Occupants	Requires
Common use but within wellness and amenities spaces only.	WC cubicles, urinals, washbasins, and hand-drying facilities.

Used for	Design Criteria
Daily hygiene needs of staff and visitors.	Gender-segregated and universally accessible; slip-resistant flooring, adequate ventilation, and water-efficient fixtures

04. Lockers	
Occupants	Requires
40 users	Lockable storage units and changing benches.
Used for	Design Criteria
Secure personal storage for staff and facility workers.	Located near restrooms or service areas; durable, easy-to-clean materials.
05. Daycare center /Mother’s room/lactation room	
Occupants	Requires
5 Users	Comfortable seating, a washbasin, refrigerator, power sockets, and a privacy screen.
Used for	Design Criteria
Nursing, expressing, and resting for working mothers.	Private, sound-insulated, hygienic, and compliant with workplace gender-inclusivity standards

Table 9: Program Requirements for Wellness Amenities

Comprehensive list of spaces	No. of users per Unit	Unit Re-quired	Minimum Area per user (Sq.mt.)	Total Area (sq.mt.)
	A	B	C	D = A x B x C
First-aid room	3	1	5	15
Guest house/cottages with attached toilets	1	10	25	250
Shower/changing room	10	1	5	50
Lockers	40	1	2	80
Daycare center /Mother’s room/lactation room	5	1	5	25

5.10. Safety And Disaster Management

The Safety and Disaster Management facilities are integral to ensuring resilience and emergency preparedness within the Admin cum ICCC Building. These spaces will support coordinated responses during emergencies, providing real-time information, communication, and control to safeguard personnel, assets, and operations.

Access: Restricted, secure area accessible only to authorized personnel and emergency responders.

Type of activity: Monitoring, coordination, and command during critical events such as fire, flood, or technical failure.

Connection with other spaces: Strategically located near the ICCC for seamless data integration, and connected to power backup, communication, and firefighting systems.

Standards: Designed in accordance with the National Building Code (Part 4 – Fire and Life Safety), NDMA Guidelines, and relevant BIS provisions for emergency control facilities.

Safety management

Space Features

01. Emergency Operations Center (EOC)	
Occupants	Requires
5 core operators	Workstations, large display screens, communication consoles, backup servers, and secure storage for emergency plans and equipment.
Used for	Design Criteria
Centralized command and coordination during emergencies; collecting and disseminating information to relevant agencies.	Redundant power and communication systems, independent HVAC, fire-rated construction, proximity to ICCC and building control systems.

Table 10: Program Requirements for Safety and Management

Comprehensive list of spaces	No. of users per unit	Unit Re-quired	Minimum Area per user (Sq.mt.)	Total Area (sq.mt.)
	A	B	C	D = A x B x C
Emergency Operations Center (EOC)	5	1	5	25

5.11. Support and Utility

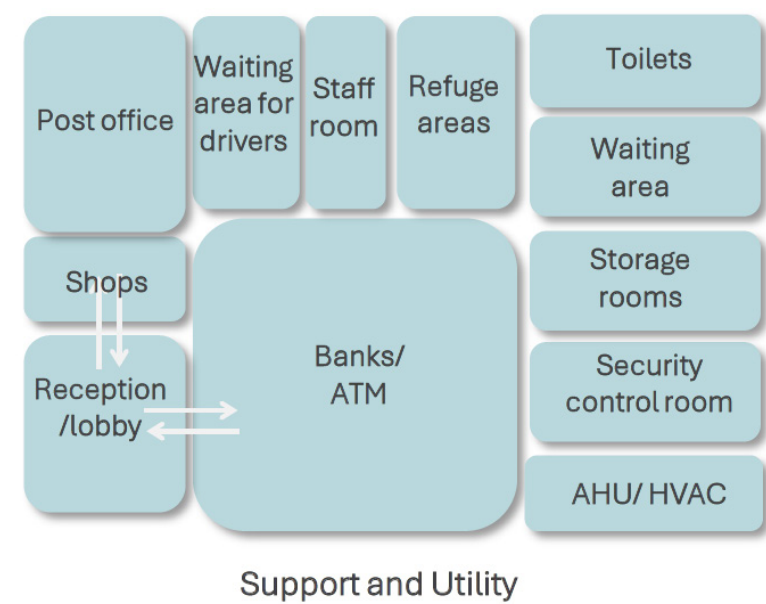
Support and Utility Spaces form the functional backbone of the building, ensuring efficient daily operations, maintenance, and service delivery. These facilities will accommodate essential building services, utilities, and staff support areas that sustain the building’s performance and user comfort.

Access: Combination of semi-private and service-only zones, located strategically for ease of access and minimal disruption to public or administrative functions.

Type of activity: Building operations, facility management, user support, and daily utilities.

Connection with other spaces: Distributed across the building and basement levels, directly linked to circulation cores, service corridors, and parking areas.

Standards: All spaces shall be designed and constructed in accordance with the National Building Code (NBC 2016), the Energy Conservation and Sustainable Building Code (ECSBC 2024), and other applicable guidelines for safety, accessibility, and maintenance.



Space Features

The Support and Utility Spaces shall be designed as per operational requirements and user needs, ensuring functionality, accessibility, and compliance with safety standards. Their layout and sizing will be finalized during design development, integrating MEP systems, fire safety, and building automation for seamless operation and efficiency.

Table 11: Program Requirements for Support and Utility

Comprehensive list of spaces	No. of users per unit	Unit Re-quired	Minimum Area per user (Sq.mt.)	Total Area (sq.mt.)
	A	B	C	D = A x B x C
Stationery/general/medical shop/convenience shop	1	5	10	50
Helpers and Staff room		2	10	20
Banks/ATM		1		150
Reception/lobby	approximately 25 % of the sum of the workspace and circulation			1380
Waiting area				
Vertical circulation - Lift & staircase				
Fire exit/staircase				
Guard + Driver room				
Laundry and service area for guest house				
Storage room for old and defunct office furniture and electronics				
Operations & Maintenance room				
Phone Booth/ Silent Cubicle				
Telecom/ Secondary Equip-ment Room/ IT Room				
Janitor’s closet				
Toilets				
HVAC				
Kitchen and Pantry				
Mechanical, Electrical, and Plumbing (MEP)				
Fire suppression, Rodent control, AC, BMS, Smoke De-tection, CCTV, Access Control etc.				

The designers can propose design ideas for space utilization. They can also explore flexibility in merging or reorganizing programmatic functions to optimize spatial efficiency, while ensuring provision for multipurpose, adaptable areas to accommodate evolving operational needs.

Note: For parking requirement refer Table No. 7 C, MIDC DCDCPR 2022.

5.12. Support and Utility

The sequence and adjacency of spaces must reflect a clear understanding of the following aspects.

Key Groups Ensure that daily users (office staff) have seamless access to shared facilities, while private spaces (executive offices, ICCC) remain secure and controlled.

Public areas should be easily accessible without disrupting core operations. Administrative and secure zones must remain segregated with controlled circulation, while semi-public areas require zoned access. Each space shall be classified as Public, Semi-Private, or Private based on user access.

Indicative Horizontal configuration of spaces

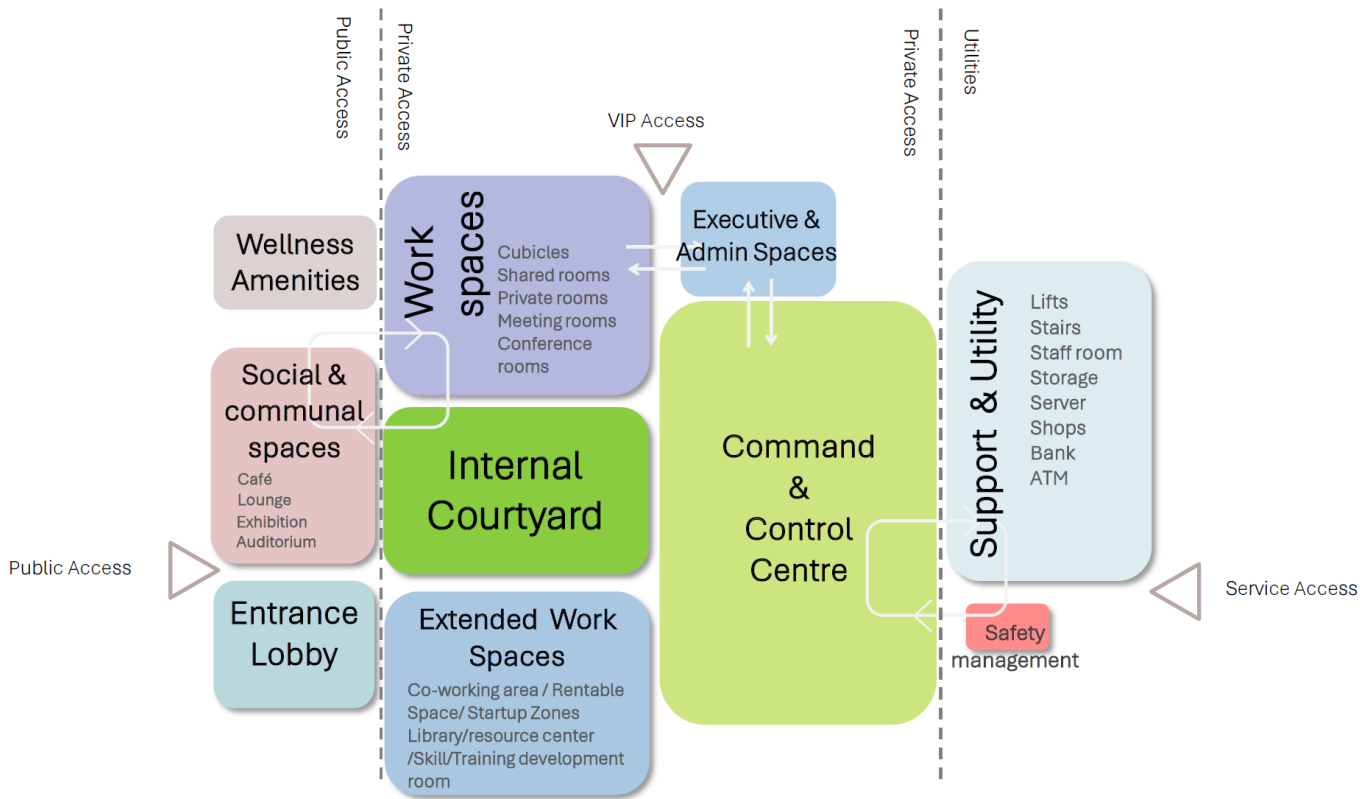


Figure 22: Indicative Horizontal Zoning

Indicative Vertical configuration of spaces

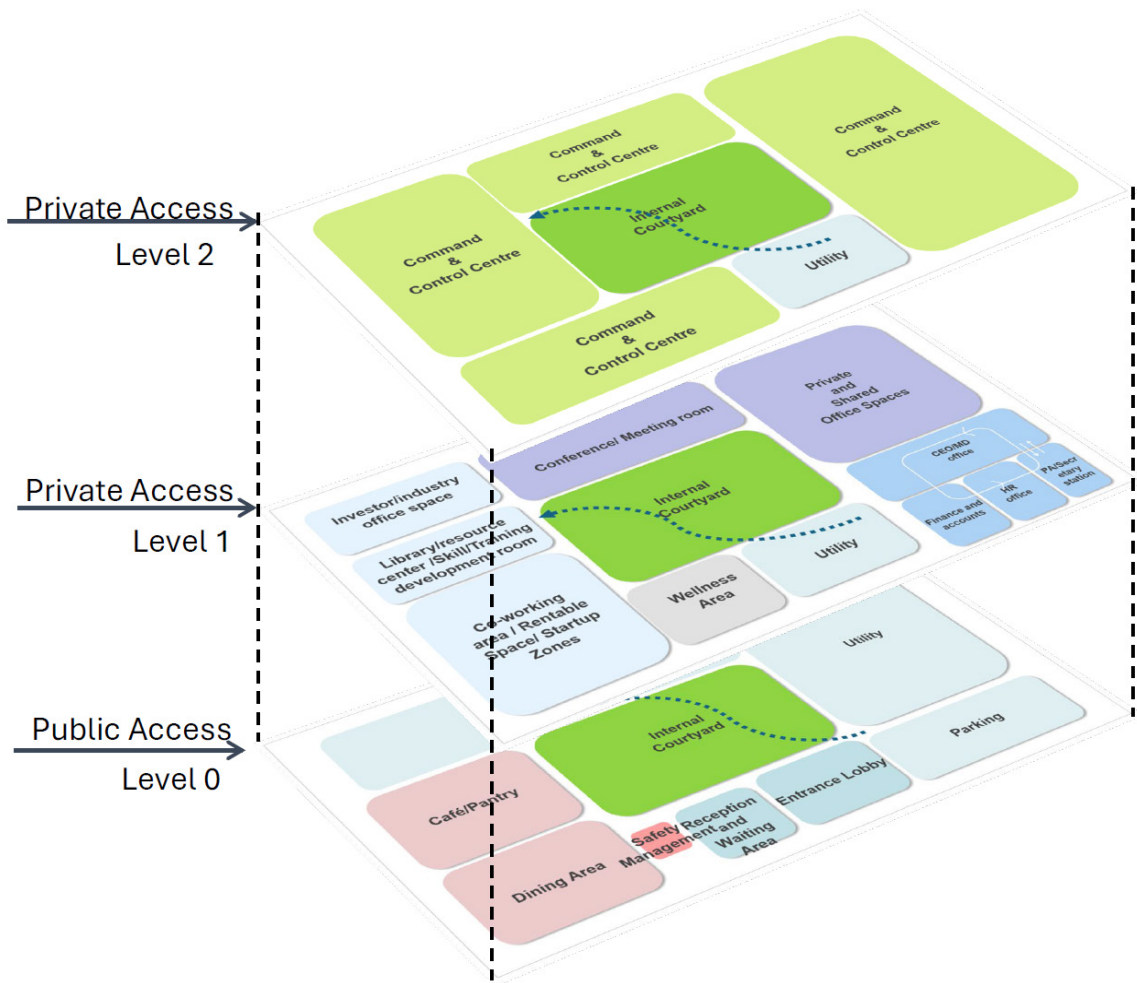


Figure23: Indicative Vertical Zoning

Conceptual Design Proposal

6. Conceptual Design Proposal

6.1. Expectations

The proposed designs shall advance the forward-looking ideas described in the “Project Requirements” and “Design Vision” chapters. The competition brief supports an inspiring overarching vision, a conceptual phasing plan, and the detailed architecture for the Admin cum ICCC building.

Participating firms shall demonstrate competence and experience in non-residential projects, form teams with qualified infrastructure and landscape consultants, and apply best practices in sustainable development, as specified in this brief.

This brief outlines the initial design program. The client will provide further details or modify specific program aspects after selection and during design development.

For detailed scope of work for the selected Architect refer Section: 5 of the RfQ cum RfP Document.

6.2. Submission Requirements for Conceptual Design Proposal

Masterplan Development: Develop a comprehensive masterplan for the project, overall site circulation, which includes a structured and stage-wise phasing and implementation strategy in compliance with the parameters laid out in the document with local and international development norms. Master Planning shall also have seamless and meaningful integration and shall clearly illustrate the full utilization of the permissible built-up area and accurately identify all proposed structures, infrastructure, and services within the designated land parcel.

Architectural Design: Provide a conceptual architectural response for Phase-1 of the Admin cum ICCC building. Indicate the spatial organization of the building envelope, program distribution, and the intended internal/external expression. Ensure the response meets the qualitative and quantitative expectations.

- Drawings (plans, sections, elevations, and so on).
- Visualizations and Renderings (3D views).
- Charts and Infographics.
- Micro-climate simulations
- Solar generation calculations and building energy consumption

6.3. Deliverables

Each firm will deliver its proposals in a maximum six sheets in A0 (landscape) format, which will be exhibited as panels for the jury to review. Designers can choose to use the most appropriate graphic methods to demonstrate the master plan and architecture design proposals, including but not limited to:

- Conceptual Designs for Site Master Planning at 1:250 scale or as suitable/ instructed by the client.
- Maximum of 6 sheets in A0 format.
- The firms can support their design sheets with the following materials:
- Presentation (mandatory): Each shortlisted Design Firm shall make a presentation before the jury. The use of audio-visual tools is optional and left to the firm’s discretion. The total time allotted will be 60 minutes (20 minutes for presentation + 40 minutes for Q&A).
- Physical models* (Optional): If the firm wants to present a model, they must ship it to the client location one day before the submission date.

*The client will not bear additional costs of model preparation, shipping, customs duty, etc. The client cannot ship the physical models back to the firms unless a firm's representative collects them from the client's office after the jury evaluation.

6.4. Assessment Criteria

The assessment criteria for concept Design will ensure that proposals address the aspirations and objectives of the design. The firms can choose relevant representation methods, such as drawings, visualizations, diagrams, etc., to illustrate, demonstrate, and explain them.

Understanding the Concept & Evolution: The design concept has been developed through a structured evolution of ideas, translating objectives into a clear and responsive architectural vision. The proposal balances performance, user experience, and contextual integration while supporting innovation, flexibility, and long-term growth.

Approach & Methodology: The design will be assessed on the clarity and structure of the proposed work plan, depth of project and site understanding, integration of sustainability and innovation, and coherence of the workflow across project stages. Evaluation will also consider stakeholder engagement, interdisciplinary coordination, risk management, and the extent to which the methodology supports timely, efficient, and outcome-oriented project delivery.

Vision alignment: The designs must demonstrate how the proposal helps the client realize their aspirations and objectives, which include a smart and contemporary workplace, a future-oriented facility that supports advanced engineering, fosters innovation, and promotes sustainability, collaboration, and well-being through state-of-the-art spaces.

Functionality: The proposal must meet the spatial and functional requirements. Through illustrations/diagrams, it should show how it adopts and responds to sustainable factors like carbon neutrality, net-zero emissions, and work progressively towards achieving a net-positive performance. Highlight the plan’s sensitive response to passive design strategies and to integrate renewable energy sources, rainwater harvesting, greywater recycling, and waste segregation at source, recycling, and composting.

Design Strategies & Leveraging Site Context: The design strategies will be assessed on how effectively the proposal leverages the site context, including its natural features, terrain, climate, surroundings, and development potential. Evaluation will focus on context-appropriate design responses, integration of sustainability and environmental resilience, enhancement of user experience, and the ability of the strategy to deliver a cohesive, functional, and future-ready built environment.

Form & Aesthetics: Design must have aesthetic appeal and a clear expression of intent. Its visual language must be in line with the region’s cultural and historical identity. Environmental sensitivity should also be reflected in aesthetic decisions.

Inspiration from Local/Regional Context: The proposal must draw meaningful inspiration from the local and regional context, including cultural identity, architectural character, material traditions, climate-responsive design practices, and community sensibilities.

Innovation & Smart Interventions: NICDC and SPVs value original approaches and look forward to designing inventive ways of creating and using building environments. The innovations together must enhance and enrich the Admin cum ICCC building experience. Design must highlight how it embraces technology in design, construction, and building use and management.

Cost Efficiency & Revenue Generation Strategy: Assessment will consider financial viability, phased implementation approach, O&M cost implications, and the strength of proposed revenue models or value-creation opportunities that support long-term economic sustainability of the project.

Additional Details

Sustainable Development: The proposal must demonstrate the integration of holistic sustainability practices, encompassing energy-efficient infrastructure, green spaces, and eco-conscious materials, to foster a thriving environment that benefits the surrounding ecosystem.

Work Plan & Phasing: Master plan and architectural designs must be flexible to accommodate site contingencies and enable the implementation of phasing.

Risk Mitigation Plan: The proposal must demonstrate a clear understanding of potential project risks, including design, construction, operational, and environmental challenges. It should outline proactive strategies to minimize these risks, ensuring timely delivery, cost efficiency, safety, and compliance with applicable regulations.

Additional Detail 1: Stream Order.

Stream ordering is a method of assigning a numeric order to links in a stream network. This order is a method for identifying and classifying types of streams based on the number of their tributaries. Some characteristics of streams can be inferred by simply knowing their order.

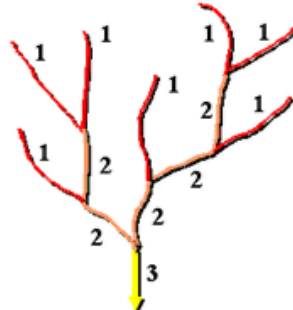
1st Order: The smallest, unbranched streams, often called fingertip channels or brooks.

2nd Order: Formed when two 1st-order streams join.

3rd Order: Formed when two 2nd-order streams join.

4th Order: Formed when two 3rd-order streams join.

5th Order: Formed when two 4th-order streams join, typically representing major stream.



Source: esri

Additional Detail 2: Detail Program Requirements for Dighi.

Program for Dighi Admin cum ICCC Building at DPIA					
Functional program Category	Comprehensive list of spaces	No. of users per unit	Unit Re-quired	Minimum Area per user (Sq.mt.)	Total Area (sq.mt.)
		A	B	C	D = A x B x C
Executive and Admin	CEO/MD/Head Cabin	1	1	25	25
	Joint Secretary/MD / Senior Official Cabins	1	1	25	25
	Finance/accounts room	3	1	10	30
	PA/Secretary station	2	1	10	20
	HR office	2	1	10	20
	Executive suite	1	2	20	40
	Executive lounge	1	2	40	80
	Legal room	3	1	3.5	10.5
Workspaces	Workstations/Open office area	40	1	5	200
	Private office	1	17	10	170
	Shared office	1	22	5	110
	Meeting room (Small)	6	2	2.5	30
	Meeting room (Medium)	10	2	2.5	50
	Meeting room (Large)	20	1	3.5	70
	Board Room	100	1	3.5	350

Command and Control Center	Data Center	30	1	20	600
	Control/Command Room with video wall				
	SCADA (Supervisory Control and Data Acquisition for utilities)				
	Logistics & Industrial Operations Cell				
	Alert Broadcasting System				
	GIS & Remote Sensing Cell				
	Network operations center (NOC)				
	Surveillance monitoring room				
	NICDC Logistics Data Bank (LDB)				
Extended work and collaboration spaces	Library/resource center /Skill/Train-ing development room	20	1	3	60
	Co-working area / Rentable Space/ Startup Zones		2	100	200
	Investor/industry office space/ Brainstroming Room		4	150	600
Social and communal spaces	Public Plaza , lounge and waiting area with Kiosks				250
	Lounge area				250
	Café/pantry area	50	1	3	150
	Dining area/cafeteria	15	1	3	45
	Internal gallery/exhibition space	30	1	2.5	75
	Rooftop terrace or deck/ Breakout space/Courtyard/Garden work pods/Sky lounge/Balcony breakout/ Pergola with seating/Indoor garden	as per the design			
	Game/Recreation room		1		200
	Auditorium/ Seminar hall	50	1	1.8	90
Wellness and Amenities	First-aid room	3	1	5	15
	Guest house/cottages with at-tached toilets	1	10	25	250
	Shower/changing room	10	1	5	50
	Lockers	40	1	2	80
	Daycare center /Mother’s room/lac-tation room	5	1	5	25
Safety and disaster management	Emergency Operations Center (EOC)	5	1	5	25
Subtotal A					4415
Circulation	approx. 25% of workspace				1104

Support and utility	Stationery/general/medical shop/ convenience shop	1	5	10	50
	Helpers and Staff room		2	10	20
	Banks/ATM		1		150
	Reception/lobby	approximately 25 % of the sum of the work- space and circulation			1380
	Waiting area				
	Vertical circulation - Lift & staircase				
	Fire exit/staircase				
	Laundry and service area for guest house				
	Operations & Maintenance room				
	Guard + Driver room				
	Storage room for old and defunct office furniture and electronics				
	Phone Booth/ Silent Cubicle				
	Telecom/ Secondary Equipment Room/ IT Room				
	Janitor’s closet				
	Toilets				
	HVAC				
	Kitchen and Pantry				
	Mechanical, Electrical, and Plumb- ing (MEP)				
	Fire suppression, Rodent control, AC, BMS, Smoke Detection, CCTV, Access Control etc.				
	Subtotal B (Circulation + Support and utility)				2704
Grand Total A+B				6900	

The spatial program, area statements, and layouts indicated herein are preliminary and subject to refinement and finalization during the design development stage, in consultation with SPV/PMNC.

Note: For parking requirement refer Table No. 7 C, MIDC DCDCPR 2022.

Block cost estimate

Preliminary budget estimates have been prepared to guide the design and implementation of the Admin cum ICCC Building. The cost framework aims to balance functionality, quality, and long-term value while ensuring efficient use of resources.

Construction costs may vary depending on seismic zone, soil type, climatic conditions, and quality of finishes, with an expected variation of ±15-20 per cent.

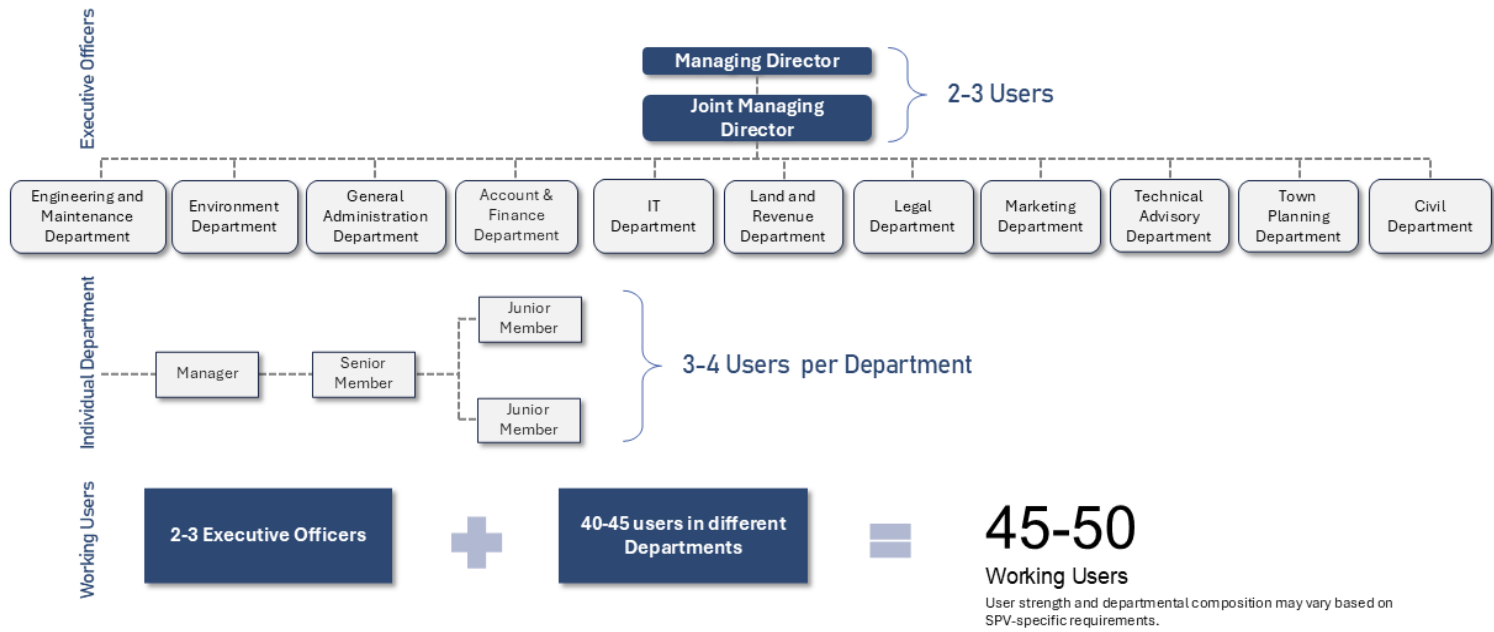
Estimated block cost of DPIA Admin cum ICCC building for the built-up area of 6900 sq.mt.		
Cost of Construction for Grade-A Office building	Shell structure	₹ 30.00 crores (Assuming 4,000/sq.ft.)
	Interior & Finishes (based on % top heavy)	₹ 37.00 crores (Assuming 5,000/sq.ft.)
Cost for Landscape (Approx 40% of plot area)		Approx. ₹1.50 crores
Estimated block cost		₹ 68.50 crores

The cost estimate discussed in the previous section is intended primarily for budgetary planning and allocation purposes. The design should strive to remain within the prescribed cost framework by adopting cost-effective design solutions, efficient construction practices, and innovative project management approaches.

Additional Detail 3: Submission Format and Site Data. [\(Link\)](#)

Additional Detail 4: Users and Departments Detail.

The indicative SPV organizational structure and user distribution reflect the hierarchy of 2-3 executive officers with 3-4 user per department and supporting users for the proposed Admin-cum-ICCC Building. Based on this framework, approximately 45–50 working users are expected from SPV departments, along with an additional 70–80 support and facility management users, resulting in a total estimated occupancy of about 115–130 users, subject to variation based on SPV-specific requirements.



Sr.No.	Supporting Staff	No. of Staff	Users' Details
1	Command and Control Center	30	20 working members + 10 technical staff (30) Including- managers, tellers, cashier, security, support staff
2	Bank	6-7	
3	Shops	1-2	Staff per shop
4	Reception staff	2-3	Visitor handling & coordination
	PA and staff for CEO and MD	2-3	With separate working Area
	Kitchen Staff	2-3	Food preparation & services
	Cafeteria/dining hall Staff	3-4	2 Cafeteria Staff 1-2 staff for Dining hall
	Cleaning Staff	8-10	5-6 Housekeeping & 3-4 maintenance
	Security Guard	3-4	Depends on number of entry
	Gardens and Upkeep staff	2-3	Landscaping & maintenance
5	Total Additional Users	70-80	Additional occupants for the Admin cum ICCC building

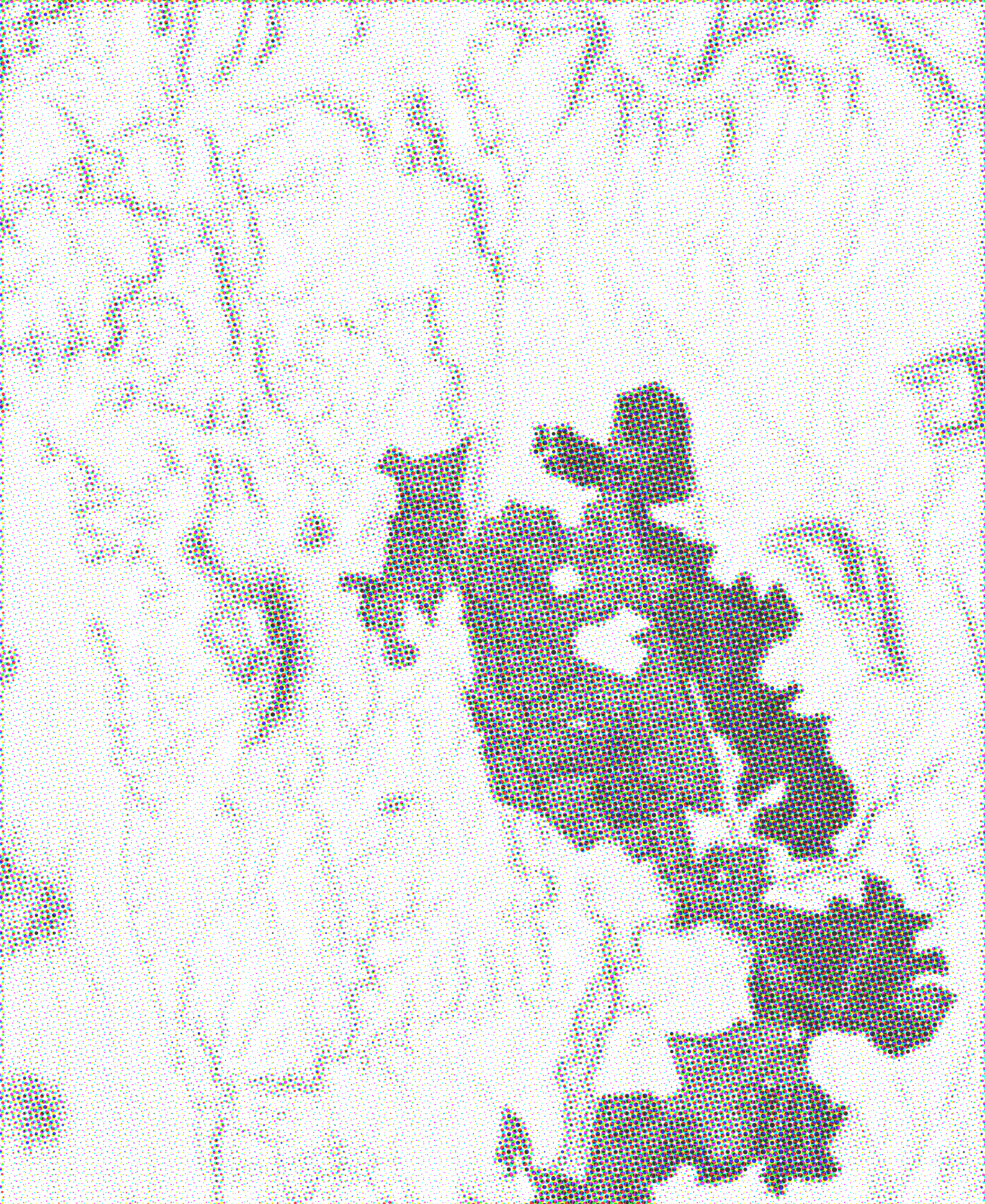


Additional Detail 5: Group-E Business Building Classification as per Section 3.1.6, NBC 2016

Group E includes any building or part thereof which is used for the transaction of business for keeping of accounts and records and similar purposes, professional establishments, service facilities, etc. City halls, town halls, courthouses and libraries shall be classified in this group as the principal function of these is the transaction of public business and keeping of books and records.

Buildings under Group E shall be further subdivided as follows:

- Subdivision E-1: Offices, banks, professional establishments, like offices of architects, engineers, doctors, lawyers, post offices and police stations
- Subdivision E-2: Laboratories, outpatient clinics, research establishments, libraries and test houses
- Subdivision E-3: Electronic data processing centers, computer installations, information technology parks and call centers
- Subdivision E-4: Telephone exchanges Broadcasting stations, T.V. stations and air traffic control towers.
- Subdivision E-5: Broadcasting stations, T.V. stations and air traffic control towers



Maharashtra Industrial Township Limited

Udyog Sarathi, Mahakali Caves Rd, Marol Industrial Area, Andheri East, Mumbai, Maharashtra 400093

National Industrial Corridor Development Corporation

17th Floor, Hindustan Times House, 18-20, KG Marg, Barakhamba, New Delhi, Delhi 110001