

**NORTHERN RAILWAY**  
**(Delhi Division)**  
**EXPRESSION OF INTEREST**

1. Delhi Division has decided to empanel the Architectural Firms for providing Technical consultancy services for redevelopment of railway stations of various values.
2. Applications are invited from experienced Architectural Firms for empanelment in Delhi Division for providing Technical Consultancy Services for redevelopment of railway stations according to the Eligibility Criteria and on format provided in this notice.
3. This notice is for inviting applications from the Architectural Firms through hard copy at the address of **Dy. CE/Gati Shakti Unit, Delhi Division, 1st Floor, Annexe-II, DRM Office Complex, State Entry Road, New Delhi-110055** (or [dycegsudli@gmail.com](mailto:dycegsudli@gmail.com)). The Complete application shall be received before or on **20.01. 2023**. The applications received after due date shall not be considered for empanelment.
4. The applicants shall have to pay registration fee of Rs. 1000/- plus GST 18% i.e. **total of Rs 1180/- (Rupees One Thousand One Hundred Eighty only)** through demand draft in favour of **“Sr.DFM Delhi Division Northern Railway”** (No other mode of payments will be accepted. The registration fee is non-refundable/ non-transferable.
5. The empanelment shall be initially kept for 02 years, after which the Architectural Consultant shall have to renew with the same method. However, the same panel be extended for a year, if required.
6. Interested Applicants may obtain further information from: **Dy.CE/GSU/DLI. (e-mail: dycegsudli@gmail.com, Mobile No.: 9717631226)**.
7. Eligibility Criteria and other conditions for Empanelment of Consultants for Station Redevelopment are as under:

**1.0 Eligible Applicant:**

- (i) The applications will be considered only from those applicants (proprietorship firms, partnership firms, companies or corporations.) who meet the requisite eligibility Criteria prescribed in this notice.
- (ii) An applicant shall submit only one application. **An applicant who submits more than one application will cause all of the proposals in which the applicant has participated to be disqualified.**
- (iii) All applicants found to have a conflict of interest shall be disqualified. Applicants shall be considered to have a conflict of interest with one or more parties in this bidding process, if:
  - (a) An Applicant has been engaged by the Employer to provide consulting services for the preparation related to procurement for implementation of the project; or
  - (b) An Applicant is any associates/affiliates (inclusive of parent firms) mentioned in sub- paragraph (a) above;
- (iv) **If there is any misrepresentation of facts with regard to undertaking submitted the same will be considered as “fraudulent practice” and the application of such applicants will be rejected.**
- (v) Applicant (any member in case of partnership firm) must not have suffered bankruptcy/ insolvency during the last 3 years. The firm should submit undertaking to this effect in Form-1 of the application.
- (vi) The agencies/firms which are on panel of Railway PSUs will be automatically considered for empanelment only for the period of validity in the Railway PSUs.

**2. Conditions of Eligibility of Applicants:**

- A. The Applicant shall fulfill the following conditions for empanelment as consultant for station re-development.
  - i. **Technical Capacity:** The Applicant shall have over the past 12 (twelve) years preceding the application due date, undertaken a minimum of 4 (four), of eligible assignments as defined in clause 3(i) & (ii) out of which at least 2 (two) projects have to be necessarily of Railways Stations/Public Buildings/Government offices as specified in clause 3 (i).
  - ii. **Financial Capacity:** The Applicant shall have received an average income of Rs.25 Lakh per annum from professional fees during the 3 (three) financial - years preceding the Application Due Date.
  - iii. **Availability of Key Personnel:** The Applicant shall submit a certificate regarding availability of all Key Personnel as proposed in the application. The format of certificate is as under: **“I/We (Name of the Company) hereby confirm that the Key Personnel as proposed in the application shall be available to work on any awarded project to the company for the period as required for completion of the awarded project”.** (To be signed by authorized signatory).
  - iv. **Conditions of Eligibility for Key Personnel:** Minimum following Personnel must be on roll of the firm.

Key Personnel	Educational Qualification	Length of Professional Experience	Experience on Eligible Assignments
Chief Urban Designer/ Planner cum Team Leader (the “Team Leader”)	Masters in Architecture (Urban Design)/ Masters in Planning or Equivalent	12 years	He should have led the urban design/planning/architectural design/ planning for Four Eligible Assignments as per clause 3 (i) or (ii) or both.
	OR		
	Bachelors in Architecture or Equivalent	15 years	

- B. The Applicant shall enclose with its Application, certificate(s) from its Statutory Auditors stating its total revenues from professional fees during each of the past three financial years and the fee received in respect of each of the Eligible Assignments specified in the Application. In the event that the Applicant does not have a statutory auditor, it shall provide the requisite certificate(s) from the firm of Chartered Accountants that ordinarily audits the annual accounts of the Applicant.

In case of the Applicant being a Partnership firm, the Partnership firm members are required to submit a Power of Attorney for authorizing Member of Partnership firm for signing and participation in the favor of empanelment.

- C. Any entity which has been barred by the Central Government, any State Government, a Statutory Authority or a Public Sector Undertaking, as the case may be, from participating in any project, and the bar subsists as on the date of Application, would not be eligible to submit an Application either by itself or through its Associate.

- D. An Applicant or its Associate should have, during the last three years, neither failed to perform on any agreement, as evidenced by imposition of a penalty by an arbitral or judicial authority or a judicial pronouncement or arbitration award against the Applicant or its Associate, nor been expelled from any project or agreement nor have had any agreement terminated for breach by such Applicant or its Associate.

### **3. Eligible Assignments:**

For the purposes of determining Conditions of Eligibility and for evaluating the Proposals under this notice, consultancy assignments in respect of architectural planning, master planning, urban design, or feasibility report for the following projects shall be deemed as eligible assignments (the "Eligible Assignments"):

- (i) Development of a Terminal/Station of Railway Station/Metro Station/LRT/Mono-rail/High Speed Rail/ Bus Terminal /Airport Terminal/Multi Modal Transit Hub and having an estimated capital cost (excluding land) of at least Rs. 2.5 Crores (Rupees Two and half Crores)
- (ii) Development of urban projects (such as district centers, shopping malls, educational campus, residential township, hospitals etc.) covering an area of 1 (One) acres each or more or other urban building complex dedicated for public use (e.g. sports complex, exhibition complex, Convention Centre etc.) and having an estimated capital cost of at least Rs. 2.5 Crores (Rupees Two and half Crores) (excluding land)
- (iii) In order for a assignment to consider eligible under clause 3 (i) and (ii) above, the Applicant firm claiming credit for an Eligible Assignment shall have, prior to Application Due Date, received professional fees of at least Rs.2,00,000 (Rupees Two lakh) or 25% of the agreement professional fees received whichever is higher from the project.

The Applicant shall provide all the information sought under this notice. DELHI DIVISION will evaluate only those Applications which are received in the requisite formats and complete in all respects. The Application will contain the following documents:

- (a) Letter of Application as per Form-1;
- (b) Particulars of the Applicants (Firm) as per Form-2;
- (c) Eligibility of the Applicants (Firm) as per Form-3;
- (d) Particulars of Key Personnel as Per Form-4;
- (e) Details of Turnover of Last 3 financial year as per Form-5;

Applicant should submit satisfactory completion certificates or satisfactory performance certificate (in case of an ongoing assignment) from the client as evidence of its experience. Applicant should submit details of its own and its Key Personnel's experiences in the specified forms duly certified by authorized signatory.

### **4. Conflict of Interest:**

DELHI DIVISION requires that the Consultant provide professional, objective, and impartial advice and at all times hold DELHI DIVISION's interest paramount, avoid conflicts with other assignments or their own corporate interests and act without any consideration for future work. The Consultant shall not accept or engage in any assignment that would be in conflict with its prior or current obligations to other employers or that may place it in a position of not being able to carry out the assignment in the best interest of DELHI DIVISION.

Without limitation on the generality of the foregoing, the Consultant and any of its associates shall be considered to have a conflict of interest and shall not be selected under any of the circumstances set forth below:

- (i) If there is a conflict among this and other consulting assignments of the Consultant (including its personnel and sub-consultant) and any subsidiaries or entities controlled by such Consultant, it will be treated as conflict of interest. The duties of the Consultant depend on the circumstances of each case. While providing Consultancy services to DELHI

DIVISION for this particular assignment, the Consultant shall not take up any assignment that by its nature will result in conflict with the present assignment.

- (ii) A firm which has been engaged by DELHI DIVISION to provide goods or works for a project, and any of its affiliates, will be disqualified from providing consulting services for the same project. Conversely, a firm hired to provide consulting services for the preparation of implementation of a project, and any of its affiliates, will be disqualified from subsequently, providing goods or works or services related to the same project.
  
- (iii) An Applicant eventually appointed to provide Consultancy for this Project, as well as any of its affiliates, shall be disqualified from subsequently providing goods or works or services related to the construction and execution of the same project (other than a continuation of the Firm's earlier consulting services) till one year from the date of completion of services under this Consultancy.

**Letter of Application**

(On Applicant's letter head)

(Date and Reference)

To,

**Dy. CE/Gati Shakti Unit,  
Delhi Division,  
1st Floor, Annexe-II,  
DRM Office Complex,  
State Entry Road,  
New Delhi-110055**

**Sub: Empanelment of Consultant for Providing Architectural & Real Estate Consultancy for Railway Station Re-development in Delhi Division.**

Dear Sir,

1. With reference to your Document dated \_\_\_\_\_ I/We, having examined all relevant documents and understood their contents, hereby submit our proposal for **"Empanelment of Consultant for providing Architectural and Real Estate Consultancy for Railway Station Redevelopment"**.
2. The proposal is unconditional and bonafied.
3. All information provided in the Application including application forms, is true and correct and all accompanying documents are true copies of their respective originals. If at any time it is found that any information/detail provided by me/us is false or incorrect then the DELHI DIVISION has the right to cancel the empanelment.
4. I/We undertake to provide any additional information it may deem necessary or require for supplementing or authenticating the Proposal to DELHI DIVISION.
5. I/We acknowledge the right of the DELHI DIVISION to reject our application without assigning any reason or otherwise and hereby waive our right to challenge the same on any account whatsoever.
6. We certify that in the last three years, we/any of the Partnership firm members have neither failed to perform on any contract, as evidence by imposition of a penalty or a judicial pronouncement or arbitration award, nor been expelled from any project or contract nor have had any contract terminated for breach on our part.
7. I/We declare that:
  - (a) I/We have examined and have no reservations to the Documents.
  - (b) I/We have not directly or indirectly or through an agent engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice in

respect of any tender or request for proposal issued by or any agreement entered into with the DELHI DIVISION or any other public sector enterprise or any Government, Central or State; and

- (c) I/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.
- (d) I/We hereby certify that we have not have suffered bankruptcy/ insolvency during the last 3 years.
- 8. I/We understand that you may cancel the Selection Process at any time and that you are neither bound to accept any Proposal that you may receive nor to select the Bidder, without incurring any liability to the Applicants.
- 9. I/We declare that We/any member of the Partnership firm, are/is not a Member of a/any other Partnership firm applying as an Applicant.
- 10. I/We certify that in regard to matters other than security and integrity of the country, we have not been convicted by a Court of Law or indicted or adverse orders passed by a regulatory authority which would cast a doubt on our ability to undertake the Consultancy for the Project or which relate to a grave offence that outrages the moral sense of the community.
- 11. I/We further certify that in regard to matters relating to security and integrity 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 Associates.
- 12. I/We further certify that no investigation by a regulatory authority is pending either against us or against our Associates or against our CEO or any of our Directors/Managers/employees.
- 13. I/We hereby irrevocably waive off right which we may have at any stage at law or howsoever otherwise arising to challenge or question any decision taken by the DELHI DIVISION and/ or the Government of India in connection with the selection of the Bidder or in connection with the Selection process itself in respect of the above mentioned Project.
- 14. I/We agree and understand that the proposal is subject to the provisions of the document. In no case, shall I/We have any claim or right to whatsoever nature if we are not selected for the empanelment.
- 15. I/We agree and undertake to abide by all the terms and conditions of the Document. In witness thereof, I/We submit this Proposal under and in the accordance with the terms of the Document.

Yours faithfully,

**(Signature of the Authorized Signatory)**  
**(Name and designation of the Authorized Signatory)**  
**(Name and seal of the Applicant/Lead Member)**

Encl: 1. Notice document including Application Forms.

## RFP No. DELHI DIVISION/RFP/CT-40 of 2023

## Particulars of the Applicant (Firm)

1.1	State whether applying as Sole Firm/ Proprietor/ Partner/ Director/ Architect or otherwise status of the firm.
1.2	<p><b>State the following:</b></p> <p>Name of Company or Firm:  Legal status (e.g. incorporated private company, unincorporated business, partnership etc.): Country of incorporation:  Registered/local address:  Correspondence address:  Year of Incorporation:  Year of commencement of business:  Principal place of business:  Brief description of the Company including details of its main lines of business  Particulars of individual(s) who will serve as the point of contact/Communication with DELHI DIVISION:</p> <p>(a) Name:  (b) Designation:  (c) Company:  (d) Address of registered/local office:  (e) Telephone Number/Mobile number:  (f) E-Mail Address:  (g) Fax Number:</p>
1.3	For the Applicant, state the following information:
	(a) In case of non-Indian company, does the company have business presence in India? <b>Yes / No</b>
	If so, provide the office address (es) in India.
	(b) Has the Bidder been penalized by any organization for the poor quality of work in the last five years? <b>Yes / No</b>
	(c) Has the Bidder been blacklisted by any Govt. department/Public Sector Undertaking in the last five years and such blacklisting exists on the date of submission of application? <b>Yes / No</b>
	(d) Has the Bidder suffered bankruptcy/insolvency in the last three years? <b>Yes / No</b>
	<b>Note: If answer to any of the questions at 1.3 (a) to (d)) is yes, the Bidder is not eligible for this empanelment.</b>

<b>1.4</b>	Does the Applicant's firm/company combine functions as a consultant or designer along with the functions as a contractor and/or a manufacturer? <b>Yes / No</b>
<b>1.5</b>	Name of Authorized representative to Act and sign on behalf of the firm.

**Note: -**

- 1. All the items/columns in the form shall be filled clearly by the applicant clearly indicating reply in Yes/No wherever applicable.**

**(Signature of the Authorised Signatory)**

**(Name and designation of the Authorised Signatory)**

**(Name and seal of the Firm)**



**RFP No. DELHI DIVISION/RFP/CT-40 of 2023****Eligibility of the Applicant (Firm)**

Name of the Applicant Firm:

S.N.	Name and brief description of project and nature of assignment completed@ and date of award of work	Name of the Client	Location City/State	Payment received by the Applicant (in Rs. Lakhs)	Date of completion of assignment or ongoing
1.					

# The Applicant should provide details of those projects undertaken by the firm that are as per the definition of eligible assignments provided in clause 3 (i), (ii), **or Both in the period not more than preceding 12 years**

@ Should be accompanied with completion certificates or satisfactory performance certificates (in case of on-going assignment) from the Client.

\*\* Completion certificates or satisfactory performance certificate shall clearly indicate/mention the built-up area/payment received by applicant/ date of completion/ongoing etc.

**Certification:**

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

Date:

Place:

(Signature of the Authorized Signatory)

(Name of designation of the Authorized Signatory)

Name and Seal of the company

**RFP No. DELHI DIVISION/RFP/CT-40 of 2023**  
**PARTICULARS OF KEY PERSONNEL**

Designation of Key Personnel	Name	Educational Qualification	Total Professional Experience	Present Employment		Details of eligible Assignments worked upon
				Name of Firm	Employed Since	
(1)	(2)	(3)	(4)	(5)	(6)	(7)
Chief Urban Designer/ Planner cum Team Leader (the "Team Leader")						
Structural Engineer/ Construction Expert						
Any other staff						

**Certification:**

I, the undersigned, certify that to the best of my knowledge and belief, this form correctly describes qualifications, and experience of all the key Personnel. I understand that any willful misstatement described herein may lead to disqualification or dismissal, if explained.

**Date:**

**Place:**

(Signature of the Authorized Signatory)

(Name of designation of the Authorized Signatory)

Name and Seal of the company

**RFP No. DELHI DIVISION/RFP/CT-40 of 2023**

**FORMAT FOR TURNOVER FOR LAST THREE YEARS**

<b>S.N.</b>	<b>Financial Year</b>	<b>Turn Over Rs. In Lakhs</b>	<b>Remarks</b>
1	2	3	4
1	Two year after Preceding Financial Year		
2	One year after Preceding Financial Year		
3	Preceding Financial Year		
4	Average Annual Turn Over of preceding 03 (Three) financial years		

**Note:**

1. Annual Turnover should be certified by Chartered Accountant.
2. Separate form shall be submitted by both the partners in case of JV/Partnership firm.
3. For application made within 06 months of close of a financial year, if accounts are not closed for any reason, the Preceding Financial Year shall be moved back by one year.

This is to certify that the information contained above is correct as per the accounts of the Bidder and/ or the clients.

(Signature of the Authorized Signatory)

(Name of designation of the Authorized Signatory)  
Name and Seal of the company

Note  
:

**Signature of Chartered Accountant/  
Auditor with Seal**

1. The Consultant should provide the Financial Capability based on its own financial statements. Financial Capability of the Consultant's parent company or its subsidiary or any associate company will not be considered for computation of the Financial Capability of the Consultant.
2. Consultant should fill in details as per the row titled Annual turnover in the row.