

# **EMD WILL BE APPLICABLE TO THE SHORLISTED APPLICATIONS**

**EXPRESSION OF INTEREST FOR PREQUALIFICATION FOR THE  
APPOINTMENT OF**

- i. Architectural Consultant**
- &**
- ii. Project Management Consultant**

for

Development of Maharashtra National Law University Mumbai

Campus

At

Goregaon (West), Mumbai

Maharashtra National Law University Mumbai  
(Established under the Maharashtra Act VI of 2014)  
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## **1. Request for Pre-Qualification and brief scope of work**

Expression of Interest (EOI) are invited on behalf of the MNLU Mumbai from reputed Architectural Consultants and Project Management Consultants (PMC) referred to as Consultants or Applicants for prequalification for the Development of Maharashtra National Law University Mumbai Campus At Goregaon(West), Mumbai

EOIs for both Architectural and PMC are to be submitted separately. Firms that have capability for both may apply for both.

Approx. area for construction 60,000 Sqmtr, the area may vary as per planning and requirement.

The selection of the Consultants is through a two-step selection criteria:

- i. Prequalification of Architects and PMCs
- ii. Technical proposal and Presentation for Architect and PMC

For Architect & PMC the financial terms have been described in the EOI document. Shortlisted applicants will be required to submit a Technical Proposal and will have to make a Technical Proposal and will have to make a presentation to an expert cum user committee. Based on the evaluation by the Committee, selection will be done.

The EOI document is available on the official website of MNLU Mumbai i.e. <http://www.mnlumumbai.edu.in/tenders>.

### **1.1 Scope of Architect :-**

At present, MNLU caters to about 120 students per annum and is operating from a rented premises. The University envisages increase in student strength in the next few years. To cater to this additional strength Government of Maharashtra has allotted it a 35 Acres of land parcel in Pahadi Goregon Village, Goregaon West to establish a green-field campus. The infrastructure development works like Academic Blocks, Residential and Hostel, Recreational and common facilities along with external development and services etc are proposed to be taken up in a phased manner so as to have a total built-up area of about sixty thousand square meters (60,000 Sqmt). MNLU is looking for a world-class architectural firm to conceptualize master plan of its green-field campus in a most professional way. Architecture should suit a prestigious Law University, should be environment friendly, compliant to relevant statutory provisions and should fit into the surroundings. Zoning of various facilities within the campus should be logical and user-friendly.

Main facilities to be developed within the campus include the following-

- i. Faculty Block (for about 100 faculties and associates), break-out spaces, pantries etc

- ii. Academic Block (70-seater and 30-seater class rooms, moot courts, common washrooms etc)
- iii. Hostel Blocks (separate for Boys and Girls), common dining hall, kitchen etc
- iv. Café
- v. Admin Block
- vi. Auditorium and Convention Centre
- vii. Residential Block (for about 100 faculties and staff, having different types of units as per entitlement)
- viii. VIP Guest House
- ix. Gymkhana
- x. Outdoor Sports Complex
- xi. Common and external services- STP, water-harvesting, OWC, roads and footpath, lawns and green spaces, hardscaping, street and garden lighting, water-friendly irrigation system, storm-water drains, sewage, parking spaces, service block, Electric Station etc
- xii. Any other facilities/services incidental to development of a world-class Law University campus

The campus is expected to be highly efficient in use of energy and water, have smart buildings with proper use of modern sensing and building management technologies, provide nicely designed spaces to facilitate teaching- learning and R&D and generally be well optimized for University's operations.

## **A. Scope of work**

The stages of work and broad activities therein are as under:

### **1. Concept Stage:**

- a) Prepare conceptual architectural drawings for the proposed facility including landscaping, Master Plan and submission of the same to MNLU
- b) Seeking views of the users on the master plan, conceptual architectural drawings and gathering detailed requirements / special requirements / facilities / services / occupancies / etc. to modify the master plan and individual building plans
- c) Preparation and submission of the revised architectural drawings based on the inputs received from the users and finalization of the architectural lay-out drawings
- d) Provide a preliminary cost estimate on area basis
- e) submission of architectural design basis report and finalized lay-out drawings for approval and sign-off by the stakeholders of MNLU

### **2. Preliminary Design and Drawings stage:**

- a) Detailed Site survey including tree demarcation, contours, existing storm

water drains, manholes, open/covered nallahs and other existing features/services etc., complete as required for design and execution. Agency will be engaged with the prior approval of MNLU, based on its credentials.

- b) Geo-technical soil investigation as required for structural design. Agency will be engaged with the prior approval of MNLU, based on its credentials.
- c) Submission of preliminary design basis report for structure, MEP services including external service connections and external development within the plot.
- d) Identification of experts for peer-review for proof-checking of HVAC and structural designs

### **3. Design development and statutory approval filing Stage:**

- a) Preparation of drawings/ documents/ area statements, etc. for statutory approvals from state authorities- MCGM, AAI, CFO, Tree and environmental authority etc in consultation with the Liaisoning Consultant.
- b) Submission of revised Design basis report for Structure, MEP services, interiors and Landscape based on the observations from proof-checkers and MNLU and finalization of the same.
- c) Transfer of finalized building foot-print on actual location through grouted peg stays, ropes etc, sturdy enough to last till finalization of execution contract, immediately after actual freezing of location.
- d) Issue of drawings/ documents/ area statements etc. to Liaisoning Consultant appointed by MNLU for obtaining statutory approvals from state authorities- MCGM, AAI, CFO, Tree authority, etc for work commencement and also environmental clearance for the building
- e) Registration for GRIHA /IGBC.
- f) Submission of GA drawings, analytical model and structural analysis to proof checking consultant and revising the same based on observations till compliance in entirety
- g) Submission of design, drawings and documents of structure (including reinforcement drawings) to Proof checking Consultants and revising the same, based on the observations of latter, till compliance with all the observations in entirety
- h) Completion of all engineering designs and drawings for civil and MEP and submission of proof-checked design and drawings to MNLU in hard and soft copy.

### **4. Working drawings and documents for tendering stage:**

- a) Development of all the project related working drawings to enable development of documents and drawings mentioned in this section
- b) Preparation of draft tender papers in a standard format as required by MNLU, including tender drawings, particular specifications, conditions of

contract, design brief, and any other documents required for tendering process

- c) Detailed item-wise bill of quantities of civil and all services including measurement sheets, along with rate analysis and supporting documents for non-SOR items, approved brands list for civil and MEP, samples of selected granite and other such finishing items, as required
- d) Preparation and submission of all Good for Construction (GFC) drawings including Architectural, Structural, MEP Services, external development, Setting-out Plan etc

**5. Tender processing stage:**

- a) Assisting MNLU in processing of execution tender, clarifications to pre-bid meeting queries, recommendations at various stages, as required by MNLU.
- b) Notification to GRIHA/IGBC for site inspection prior to construction.

**6. Construction Stage:**

- a) Issue of good for construction drawings for Civil works, structural and other associated services such as public health, Electrical, HVAC, site development, etc. with minor revisions, if any.
- b) Attending all weekly progress review meetings at site/office.
- c) Periodic inspection of work by the principal architect or by a suitable architect from their team as well as by structural consultants, MEP consultants, and other specialists during execution at required intervals as per the requirement of the work, as required by MNLU and assisting in solving any issues of technical nature.
- d) Approve samples of various elements and components.
- e) Check and approve shop drawings submitted by the contractor/ vendors within 7 days, after submission to the Architect.
- f) Scrutiny and justification in case of large variation in quantities vis-à-vis tendered quantities and advising MNLU on further line of action.
- g) Periodic supervision of ongoing construction works to ensure that quality of the work and materials is as per the design intent of the architect (detailed day-to-day supervision and monitoring of the work shall be carried out by a separate agency, appointed by MNLU).
- h) Structural consultant will be required to visit and inspect work before all major pours.
- i) Advising MNLU on any other technical matter connected with the Construction of the said building or the installation of equipment etc which may emerge during construction stage.
- j) Co-ordination with PMC in all technical and commercial matters related to payment of running bills to the Contractor.
- k) During execution, for any revisions necessitated by ground conditions, the revised construction drawings must be issued within 7 working days.

Further, any clarification or issues arising during the construction stage must be resolved within 7 working days.

## **7. Completion stage**

- a) Certification of final Contractor's bills in coordination with appointed Project Management Consultant (PMC) by IIT.
- b) Obtaining final certification from GRIHA/ IGBC.
- c) Final checking of the submitted 'As built' drawings, making required corrections, if any, in coordination with PMC and issuing 5 sets in hard copies (same or higher size as of respective GFC drawings) and soft copies to MNLU.
- d) Preparation of Finishing Schedule for the project
- e) Issuance of certificate of virtual completion of works after getting the entire work approved by the Institute.
- f) Checking, providing remarks and certifying as-built LOD 400 BIM model prepared by the Contractor along with as-built drawings.
- g) Indicating the defects in the work, if any, for prompt rectification by the Contractor during the construction and defect liability periods.
- h) Issue of Finishing Schedule in hard and soft copies to MNLU.
- i) The Consultant to perform his duties promptly and diligently and to do everything in his power and authority to coordinate with PMC to ensure that the Contractor/Contractors complete the construction of the building and of installation of such fitting as may be entrusted to them according to the proper quality, specification and schedule of time given to them and that no unnecessary delay is caused by reason of the Consultants not furnishing decisions, details in regard to designs etc. to the Contractor, provided that such delay is not caused by MNLU.

### **Note:**

- i. Prior to approval of BOQ, Cost of work and its scope shall be obtained before engaging the agency for Detail survey and Geo-Technical soil investigation.
- ii. Fees paid to proof checking shall be reimbursed by MNLU on submission of original documents of clearance and fees paid.
- iii. Obtaining "GRIHA or equivalent" certification is in the scope of the Architect including creation/ scrutiny of documents, as applicable, payment of all incidental charges etc. Actual certification fee paid to certification body will be reimbursed to the architect upon production of original receipt etc.
- iv. The broad activities under any stage as mentioned above are not exhaustive. Any other related consultancy works, not specifically mentioned hereinabove, but required for successful completion of the project will also have to be

undertaken by the architect within the quoted rates.

## **B. Services required to be provided by the architect consultant**

### 1. Architectural System

- a. Master plan for the development of campus at Goregaon West in a phase-wise manner. Preparation of preliminary conceptual drawings which includes preparation of various floor plans, sections, elevations, perspectives etc., and Preliminary cost Estimates based on areas including Landscape and Interior Architecture Services. Incorporation of revisions, and comments offered by MNLU
- b. Preparation and submission of drawings for obtaining statutory clearance /No Objection from State/Central Statutory Authorities for commencement of work.
- c. Registration with GRIHA/IGBC and obtaining green rating (inclusive of all expenses. Fees will be paid to certification agency by MNLU directly)

### 2. Detailed Survey and Geo-Technical and Soil Investigation

- a) Detailed site survey including tree demarcation, existing features, contours etc complete required for Design and Execution.
- b) Geo Technical Soil investigation as required for structural design. No. of bores and their locations should be proposed based on building foot-print and to be got approved from PMC before starting any physical work at site.
- c) Note: Prior approval for the investigation parameters, cost of work and its scope shall be obtained before engaging the agency for detailed site survey and Geo-Technical soil investigation. The contract cost involved shall be reimbursed on submission of reports, drawings and original documents of payment, etc.

### 3. Structural System

- a) Preparation of DBRs (Design Basis Report), GA drawings, Analytical Model, detailed structural analysis of the total building, detailed design as per relevant Indian codes of practice of recent revisions, and submission for review and approval. On approval of the design details, detailed construction drawings shall be prepared and submitted.
- b) Proof checking of structural design to be carried out with directly contacting the concerned authorities of MNLU or prior approval should be taken from MNLU



for engagement of the experts outside MNLU for carrying out proof checking.

- c) Fees paid to proof checking shall be reimbursed by MNLU on submission of original documents of clearance and fees paid.
- d) Consultant has to embed provision of advanced formwork systems in the BOQ (aluminum, FRP, engineered plastic etc) to expedite RCC structure work, along with necessary specifications, item description, drawings etc, as per the requirement of the project

#### 4. Public Health Engineering System

Scope includes Preparation of DBR for providing both internal (double plumbing) and external water supply and sewage system, storm water dispersal and rain water harvesting system, etc., for the said buildings. Detailed DBR shall be submitted for review and approval. Entire design shall be as per latest IS code provisions.

#### 5. Electrical System

Scheme for Preparation of DBR, providing internal and external electrification system with necessary electrical rooms, cabling, power supply network including sub-station, street lighting etc. Detailed DBR shall be submitted for review and approval. Entire design shall be as per latest IS code provisions and recommended Manufacturers.

#### 6. ELV System

Scope of work includes preparation of conduit layouts for provision of telephone, computer cable, LAN, TV, CCTV, Wi-Fi, AV, ACS, ATS, digital signage and other IT driven services, as per the project requirement. Entire design of active and passive systems shall be as per latest national/international applicable code provisions and recommended Manufacturers.

#### 7. Fire Fighting System

Scheme for fire-fighting system shall be as per relevant Indian Standards and as per the statutory authorities' requirements. Detailed DBR shall be submitted for review and approval by MNLU

## 8. HVAC and other mechanical works

Scheme for the HVAC shall be as per Client's requirement and as per relevant IS including HVAC proof checking. This has to be carried out by directly contacting the concerned department. Authorities of MNLU or prior approval should be taken from MNLU for engagement of the experts outside MNLU for carrying out proof checking. **Note:** Fees paid to proof checking shall be reimbursed by on submission of original documents of clearance and fees paid.

## 9. Interior Architecture

Scheme for Design of fixed and loose furniture and interior related civil works shall be as per the Clients requirements. Detailed DBR shall be submitted for review and approval by MNLU. Preparation of Finishing Schedule.

## 10. Landscape Architecture

Scheme for open space Design, hard and soft areas and Planting design to be provided. Detailed DBR's shall be submitted for review and approval by MNLU.

### **1.2 Scope of PMC:-**

The following brief is provided to guide the PMC service provider regarding the contractual obligations-

- 1) The responsibility of PMC service provider is to ensure from the stage of Administrative Approval of the project by MNLU till architectural and engineering design, statutory approvals and construction of the building including services and smooth handing over of the building to the full satisfaction of MNLU.
- 2) The PMC service provider will be totally responsible for the site supervision, quality assurance & control, safety, and total documentation of all records of testing of materials as per the latest BIS standards.
- 3) The PMC service provider shall provide all the relevant information and reports sought by the Audit/ Vigilance teams during the inspection. For all queries raised by inspecting authority, the draft replies are to be furnished to MNLU till the closure of the case.
- 4) The PMC service provider should manage all the activities in a professional manner including deputing competent technical/managerial staff for the office, preparation of bid documents, and the selection of service providers, as required by MNLU.
- 5) The PMC service provider shall do active coordination with MNLU and the Architectural firms (including with Liasioning Consultant) in finalising all drawings, bill of quantities,

obtaining all the necessary statutory approvals for the commencement and completion of construction work including green building certification. Obtaining all statutory approvals would be either in the scope of the Architectural firm or a Liaoning Architect appointed by MNLU

- 6) The PMC service provider must ensure a smooth and uninterrupted flow of working drawings to the construction agency so that the construction activity will not get hindered.
- 7) The PMC service provider must organize weekly/Fortnightly/Monthly site meetings with all the stakeholders to monitor the progress of work and to sort out bottlenecks if any.
- 8) The PMC service provider should maintain the required Senior, Mid-management, and Junior staff at the site of work, the staff should not be transferred till the completion of work. MNLU must be kept informed about the movement of staff.
- 9) The PMC service provider must submit monthly progress and activity report to the MNLU in the format mutually decided.
- 10) The PMC service provider must act on behalf of MNLU and must take all decisions with the written approval of MNLU.
- 11) PMC service provider has to abide by all the procedures, rules, and regulations set by the MNLU authorities.

#### **1.4 Scope of the PMC Services**

**Preamble:** It is proposed to engage an experienced and reputed Firm to provide Program Management Consultancy services for the upcoming Infrastructure works at Goregaon Campus of MNLU. The firm engaged in the project shall provide Program Management Consultancy services for the infrastructure works right from start to finish of the projects, after completion handing over of the buildings to MNLU. A brief of the scope is listed below. The bidders may note that all the functions covered under these clauses shall be performed by PMC on behalf and as per approvals at every step of MNLU.

##### **A. Pre-construction PMC services**

1. Establish office set up at MNLU Campus in the basic office space provided by MNLU. Initially PMC will operate from rented premises of MNLU at Powai but as soon as the physical activities start at new campus, full or partial staff will need to be stationed at the Goregaon Campus.
2. Posting of authorised personnel on the project work.
3. Administration of architectural consultancy agreement on behalf of MNLU
4. Design development as per stages of the Architectural Consultancy agreement including submission of various DBR for other facilities. Design Verifications, value Engineering & finalisation of all drawings.
5. Coordination for statutory approvals
6. Coordination for Preparation of BOQ and Tender Document for execution of construction work
7. Preparation and issue of notice for empanelment of the contractors

8. Invitation of Tenders on behalf of MNLU and processing the same till appointment of contractor.
9. Checking and recommending bills of Architect/consultants.

#### **B. Construction Management and Supervision (CMS) during construction**

1. Posting of dedicated manpower for Construction Management and Supervision (CMS) service after the issue of work order to the construction contractor as per the schedule finalized by MNLU.
2. Maintaining all site records, as per CPWD formats/CVC/CTE Guide lines
3. Checking and endorsing the measurements and recommendation to Competent Authority of MNLU for payment. The bills are to be in the format of CPWD.
4. Quality assurance needs to be assured as per the specification set in the work contract.
5. The phased completion program submitted by Construction agency as per time schedule and as per tender condition is to be vetted and the same needs to be monitored at site by conducting weekly/fortnightly/monthly meetings and preparation of minutes of meeting, bringing any deficiencies in progress, quality to the notice of MNLU and taking suitable action for the same.
6. Checking and recommending bills of contractor.

#### **C. Post Construction PMC services**

1. Assisting MNLU officials in Interaction with Chief Vigilance Officer (CVO) of MNLU, Chief Technical Examiner (CTE) or any other officers of Central/State Vigilance Department and other statutory authorities like BMC regarding the execution of works as and when required.
2. Assisting MNLU with all documentation in case of Arbitration and legal matters relating to the execution of work
3. Satisfactory handing over of completed buildings to MNLU with proper inventory, guarantees and warranties received from Construction agency and getting the defects rectified by Construction agency.
4. Finalising the bills of contractor for the completed works.
5. Co-ordination with contractor and MNLU during defect liability period.
6. Co-ordination with the architectural and Liaisoning Consultants for obtaining final statutory approvals & occupancy certificate etc.

### **1.5 Broad based functions of the Project Management Consultant (PMC)**

1. It is proposed to engage experienced and reputed Firm to provide Project Management Consultancy (PMC) services for the upcoming Infrastructure works for a period of five years at MNLU campus at Goregaon West. Detailed scope includes

2. Service Provider to establish a Project Office of PMC agency by deputing PMC staff (duly approved by MNLU) and to depute Construction Management and Supervision (CMS) staff required for site supervision in teams required as per the number of the projects (duly approved by MNLU) as specified by MNLU. PMC will be responsible for quality, maintenance of site records and safety of works.
3. To get all the Design Basis Reports (DBRs) prepared by Architectural firm for the approval of MNLU.
4. To get the conceptual drawings prepared by Architectural firm, subsequent approval of structure and the drawings by MNLU. Obtain from the architect the Design Basis Reports (DBRs) for each of the internal and external services of the Campus, such as transport (road networks, road widths, crossing of services, etc.), storm water drainage and management, rainwater harvesting, water supply pipelines (sweet water, and recycled water for flushing, air conditioning and horticulture), plumbing, solid and liquid waste management, firefighting system, fire alarm, lifts, electrical power (street lights, electric substations, DG sets, solar power generation, electrification, etc.), HVAC, service corridors, landscaping and horticulture, signage, acoustics, audio-visuals, data and communications (LAN, CCTV, telephone, Wi-Fi, BIMS, etc.), gas pipelines, sewage treatment plant, water treatment plant, and other services , which utilize the land optimally and provide the utilities of the Institute so that the desired level of ambience has to be created in a most professional and cost effective manner. All the above scope will be with Architect Firm; The PMC service provider must coordinate effectively for smooth progressing of the project. Coordination with architect and MNLU for site survey/investigation work on approval from MNLU.
5. In this the scope of PMC is the coordination agency amongst all stake holders to achieve timely procurement of statutory clearances. To get the drawings and proposals submitted from the concerned architects to statutory authorities for getting the approval for commencement of construction through appointed Architectural firm. Obtain all applicable statutory clearances from the respective statutory authorities, including BMC (Brihanmumbai Municipal Corporation), Local Government Bodies, Fire Officer, Airport Authority of India (AAI), MoEF, as applicable for all buildings, facilities, services through the liaison architects of MNLU. Obtaining all statutory approvals would be either in the scope of Architectural firm or a liaison Architect appointed by MNLU.
6. To get all the designs carried out by the appointed Architectural firm and all the designs are to be vetted by experts nominated by MNLU. Structural Design will be got vetted from IIT Bombay or any other institute of eminence, as decided by MNLU.
7. To get all the tender documents including tender drawings and bill of quantities prepared through Architectural firm, getting the approval of MNLU for Tender Document. Recommend the stage-wise payment for Architectural firms.
8. To float the tender on behalf of MNLU and be responsible for entire process of tendering that is from NIT to award of work.
9. Appoint team for construction management and supervision at site as per Table B and as per the value of work order.

10. After award of work to construction agency, to ensure release of all working drawings and augment the staff required for site supervision, measurements, billing, quality assurance and for maintaining site records.
11. To monitor the progress of work, weekly and monthly progress review meetings are to be arranged with all the stake holders, preparation of minutes of meeting and getting the approval of MNLU for the same.
12. Preparation and submission of the status/progress reports as requested by MNLU for submission to higher authorities.
13. To certify the measurements submitted by construction firm and recommend for payment of bills to The Registrar, MNLU. Similarly recommend the stage wise payment to Architectural firm to The Registrar, MNLU.
14. To ensure timely rectification of defects by the contractor.
15. After completion of work, carrying out inspection of the entire building, preparation of defect list and rectification of defects, settlement of final bills of Architectural firm, construction firms etc. Handing over of the completed building along with inventory, all records, as built drawings etc to The Registrar, MNLU or his authorised representative.
16. For all the above, PMC service provider has to coordinate with MNLU, statutory authorities and the selected Architectural/Liasioning firms.
17. Coordination and facilitation of statutory checking and inspections by Chief Vigilance Officer (MNLU), Chief Technical Examiner (CTE) or any officer deputed by Central Vigilance Commission or State Government. In addition, assisting MNLU for Arbitration if any.
18. Also, PMC service provider has to maintain the documents for ongoing works of construction management consultancy part.

## **2. Background and Introduction**

2.1 Maharashtra National Law University Mumbai was established under Maharashtra National Law University Act (VI of 2014) of the Government of Maharashtra. It is a teaching and research University of National character with deep regional ethos. Professor (Dr.) Dilip Ukey is the Vice Chancellor and Hon'ble Dr. D.Y. Chandrachud, the Chief Justice of India is the Chancellor of the University. The envisaged object of the University is to advance and disseminate learning, knowledge of law and legal processes; to develop in the students a sense of responsibility to serve the society and to impart skills on advocacy and justice, legal services, legislation and law reforms, thereby making law and legal processes efficient instrument of social development. Towards attaining these objectives, MNLU Mumbai offers Five-year integrated B.A., LL.B. (Hons.), One year LL.M. (Regular), One Year LL.M. (Investment and Securities Law) jointly with NISM, One Year LL.M. (Professional), M.A. (Executive) in Mediation and Conflict Resolution, Ph.D. programme among other diplomas and short-term courses. The University also runs various certificate courses such as

Mediation, Data Protection Law, Cyber Law, IPR, Arbitration and foreign languages such as German and Spanish on regular basis.

2.2 MNLU Mumbai has been allotted 35 acres of land at Goregaon, which includes an Academic Blocks, Administrative Blocks, Hostels, Sports Complex, Staff Residential Quarters and Convention Centre etc. or any other building as per requirement of MNLU Mumbai.

2.3 The campus is expected to be highly efficient in use of energy and water, have smart buildings with proper use of modern sensing and building management technologies, provide nicely designed spaces to facilitate teaching – learning and R & D and generally be well optimized for Institute Operations.

### **3 General Instructions:**

3.1 Selection of the Consultant shall be as per the selection process described later in this document. The Institute's decision regarding the selection is final.

3.2 Applicants must acquaint themselves fully about the assignment and the local conditions and usage before submitting the proposal. They may visit the Current campus with prior appointment, and attend the pre-submission conference as per schedule.

3.3 All the information and clarifications sought, will be posted on the website. Applicants are advised to visit the website regularly.

3.4 The Institute reserves the right to reject any Proposal, at any time, a material misrepresentation is made or discovered, or the applicant does not provide the responses sought by the Institute within the stipulated period.

3.5 The proposals must reach before the stipulated date of submission. Late submission will be rejected.

3.6 Reference and certificates from the respective Institutes submitted should be signed by an officer not below the rank of Executive Engineer in case of Govt. Dept. and authorized person in case of Private Bodies.

3.7 The prequalification of the Architectural Consultants would be done thereafter.

### **4 Minimum Eligibility Criteria**

4.1 To be eligible for prequalification for Architectural Consultant and/or the PMC, the applicant should be an Architectural firm and /or PMC. The Architectural Consultant and /or the PMC firm, must have office/ branch office in Mumbai and must have built in the past seven years at least the following:

- i. One Academic/Education Complex /Semi residential Campus or a Multipurpose campus with multiple buildings and a total built up area of 48000 sqm or more (may be some similar projects).

In the above for the Architectural services, built means having the scope of work similar to scope of this project i.e. providing comprehensive campus planning, architectural, and design services (including interior, landscape, external services, etc). For the PMC, the full project management services for Academic/Semi residential campus/ Educational Campus or a multipurpose campus with multiple buildings. The Architectural Consultant must be registered with the Council of Architecture.

- 4.3 Being a Govt. funded project, the Project Management Consultant should have executed works based on PWD Standards and Conditions of Contract and be fully conversant with PAR/DSR /DAR norms.
- 4.4 The applicant is ineligible to submit a proposal, if it or any of its constituents has been barred by any Central and/or State Govt. in India. He should have, during the last three years, neither failed to perform on any agreement, nor been expelled from any project or agreement nor have any agreement terminated for breach by the Applicant.
- 4.5 The shortlisted applicants will be required to file an affidavit for information provided for the eligibility criteria on a non-judicial stamp paper of Rs 100/-.
- 4.6 For Submission details refer to Section 8.

## **5. Selection Process**

- 5.1 Each Applicant will submit an EOI, structure of which is given later in the Section 8 along with a suitable covering letter.
- 5.2 There will be a technical screening of the EOI based on which applicants for Architectural services and PMC services shall be shortlisted. The technical screening criterion is given in the Section 8.2 for Architectural Consultants and Section 8.3 for PMC Consultants.



- 5.3 The shortlisted applicants in the next stage will be asked to submit a Technical Proposal and make a presentation before an expert cum user committee constituted by the Institute. Details about the structure of Technical Proposal and presentation will be provided later, and would contain design approach and concepts the applicant plans to use for the Master plans of entire area of MNLU Mumbai campus (e.g. schematics, nature of structure, orientation, kind of finishing, approaches for energy efficiency/saving, etc). For the shortlisted PMCs, they would be required to submit the project management approach they propose for the project (e.g. manpower organization for the project, key persons and their responsibilities etc.)
- 5.4 The expert cum user committee will evaluate the proposals and applicants will be empanelled for both Architectural and PMC services.
- 5.5 Based on the recommendations of the Expert cum User Committee, up to 5 agencies for each service will be short-listed. These shortlisted agencies will be invited for final presentation incorporating suggestions/ concerns of the committee. A Final short-listing will be done post this presentation.
- 5.6 Financial bids from finally short-listed Architectural and PMC services providers will be sought and work will be awarded to L1 bidders in both the categories.

## **6. Fees Details:**

- 6.1 Service providers will be paid fees based on mutually agreed milestones based on objective criteria. Total fees will be taken as percentage of actual construction cost. Any milestone payment before execution of the work will be dealt with as per estimated cost. MNLU retains the option to put a cap on the total fees. 5% of fees will be retained from each Bill and shall be paid 1 year after satisfactory completion of the Project.
- 6.2 Covered area includes area under of all buildings, basements, stilts for parking, stilts and balconies but excludes:
- a) Any temporary Structures,
  - b) Lift machine rooms, munties tank structures,
  - c) Sun shades and Roof Level Projections,
  - d) STP, Water Reservoir.
- 6.3 For Architectural services the fees shall be all inclusive for the entire scope of work including architectural services, detailed interior design, external infrastructure

development, landscape architecture, cost of models, the cost of Topographical Survey, Soil Investigations, Hydro-Geological Survey and no other costs/claims etc will be admissible. However, the fees to be paid to Government/local bodies for getting approvals will be paid directly by the Institute.

- 6.4 For PMC services the fees shall be all inclusive for entire scope of works for pre-construction stage, construction stage and post-construction stage of works and nothing extra shall be paid.
- 6.5 Institute will enter into separate contracts with Architectural Consultant and Project Management Consultant. Detailed payment Schedule for the Architect and PMC Services will be mutually decided.

## 7. Time schedule

Particulars	Tentative Dates/Deadlines
Press advertisement for EOI	27-10-2023 (Fri)
Last date of receipt of queries	24-11-2023 (Fri)
Pre-submission conference (in MNLU Mumbai Campus, Conference Room - 3 )	20-11-2023 (Mon)
Last date of replies to queries	28-11-2023 (Tue)
Last date of submission of EOI	16-01-2024 (Tue)
Announcing the prequalified Consultants on website of theInstitute.	16-01-2024 (Tue)

- 7.1 Structure of the Technical Proposals, contract conditions, payment terms and schedule will be provided to the shortlisted applicants in the next stage.

## 8. Submission of documents for Pre-Qualification

- 8.1 For Minimum Eligibility Criteria (For both Architectural and PMC):

Provide information of three projects completed in the last 7 years, and which are similar to the proposed project. Only those projects will be considered which are satisfying the minimum eligibility criteria (as prescribed in Section 4 above) determined from the following data:

<b>Project Summary</b>	
Project name, location, and brief description	
Project owner	
Total covered area (in sq m),	
List the key buildings in the project, their height (in no of storeys), and area	
Scope of work handled by the applicant in this project	
References (name, title, tel.no/email)	

**8.2 Criteria for Prequalification for Architectural Consultants:** For those applicants who satisfy the minimum eligibility criteria (as prescribed in section 4), for technical screening the following additional criteria will be used:

- i. Campus planning -Any three Similar projects of your choice (10 acres or more).
- ii. Architectural expression -Any three Similar projects of your choice (24000sqm or more)
- iii. Experience and background of the key personnel involved.
- iv. Average turnover in last three years.
- v. National level competitions won during practice,
- vi. Experience in use of Green Technologies with GRIHA /LEED ratings -Any three Similarprojects of your choice,
- vii. Experience in the use of ICT/special technologies in Buildings/Campus Any three Similar projects of your choice

The following documents should be submitted for each of the above

**For I - Campus planning:**

- Master plan of each Campus in A3 format
- Three photographs of each campus of 150mm x200mm,
- Write up on a single page A4,
- Certificate from promoter that the participant has designed the Campus.

**For II- Architectural expression:**

- Of similar Buildings of 24000sqm or more.
- Site plan, ground floor plan, typical floor plan in A3 format for each building,
- Two external photographs of 150mm x200mm,
- Write up on a single page A4,
- Certificate from promoter that the participant has designed the Campus.

(The committee may contact the references provided – the applicant should ensure that the references are prepared to provide the desired input.)

**For III- Information about the Firm and Personnel.**

- This part should include (i) background of the firm, (ii) background and experience of key members in the firm's team.
- Write up on a single page A4 explaining as to why you feel that you should be selected for the project

**For IV- Average turnover in last three years**

- Professional fees of the firm for the last three years, Attach certified copies of ITR /attach certificate of CA to this effect

**For V- National Competitions won by the firm.**

- Attach certified copy of citation received or copy of official announcement in press

**For VI- Experience in use of Green Technologies with IGBC Griha/LEED ratings –**

- Copy of certificate received in respect of bldgs or projects/bldgs.
- Write up on a single page A4

(In the above criteria the University may change, modify, alter and dilute any of the criteria as mentioned above.)

**8.3 Criteria for Prequalification for Project Management Consultant**  
(to be submitted as per Time Schedule)

For those applicants who satisfy the minimum eligibility criteria,  
for technical screening the following additional criteria will be used:

- I. Campus construction management experience and capability-Any three Similar projects of your choice (admeasuring about 50000 Sqmt.) Provide information about up to three projects that the PMC has managed in the last 7 years, which are similar in scope to the current project. Only those projects will be considered that are satisfying the minimum eligibility criteria. For each project, the summary table given at 8.1 to be filled.
- II. Construction management with Value Engineering services experience and

capability. Any three Similar projects of your choice (24000sqm and above).

- III. Experience and background of the key personnel involved. This part should include (i) background of the firm, (ii) background and experience of key members in the firm's team,
- IV. Average turnover in last three years - in terms professional fees attach certificate of CA to this effect
- V. Recognitions, appreciation letters, attach copy of certificates
- VI. Experience in managing execution of Green Technologies with GRIHA /LEED ratings, attach copies of certificates
- VII. Experience in managing execution of ICT/special technologies in Buildings/Campus.
- VIII. Proposal for manpower deployment for this project to ensure timely completion of the project.
- IX. In the above criteria the University may change, modify, alter and dilute any of the criteria as mentioned above.

## **9. Contact Information**

9.1 Queries/clarifications may be e-mailed to [tender@mnlumumbai.edu.in](mailto:tender@mnlumumbai.edu.in). Clarifications, will be posted from time to time on the Institute website. No individual replies/clarifications will be sent. No oral communication will be entertained.

9.2 The EOI are to be submitted to "Dr. Pratapsinh B. Salunke, Registrar; Tel. 9960887411, Email ID: [registrar@mnlumumbai.edu.in](mailto:registrar@mnlumumbai.edu.in)

## **10 Disclaimers**

1. Notwithstanding anything contained in this document, the Institute reserves the right to amend/accept and/or reject any/all proposals and to annul the selection process at any time without assigning any reason and without any liability and/or obligation.
2. Any costs for preparing this submission and presentations will be borne

by the Applicant and the Institute is not liable in any way for such costs, regardless of the outcome of the selection process.

3. It is entirely the responsibility of the applicant to provide complete/sufficient information– incomplete/insufficient information can adversely affect technical evaluation.

Information provided in this document is indicative and not exhaustive

**NOTE:-** The University may change, modify, alter and dilute any of the criteria as mentioned above.