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To

1. All the Commissioners of the Municipal Corporations in the State of Haryana.
2. All the District Municipal Commissioners in the State of Haryana.
3. All the Chief Engineers/Superintending Engineers/Executive Engineers of the Municipal corporations/Municipal Councils of State of Haryana.
4. All the Executive Officers/Secretaries of the Municipal Councils/Committees in the State of Haryana.

Memo No. Tech/EE-VII/2023/5638
Dated:- 24.08.2023

Subject:- Empanelled list of Architects for Building Projects of the Municipalities in the State of Haryana.

On the subject cited above.

2. I have been directed to inform you that Urban Local Bodies Department has decided to adopt the empanelment of Architects of HSIIDC circulated vide letter no. HSIIDC:Engg:AK:341(1)2023:2908-2913 dated 07.08.2023 (Copy attached).
3. Draft Terms of Reference (TOR) for the selection of Architect from the empaneled list of Architect/Firm has been prepared for the assistance of ULBs (Copy attached). ULBs need to invite the bids from the empanelled Architects/Firms after publishing tender as per TOR.
4. Draft RFP has also been prepared (Copy attached) by virtue of which, CMCs/DMCs can also empanelled Architects/Firms at their own for all the ULBs in a District.
5. Moreover, list of stage deliverables are also attached as Annexure "A" for the projects where Architects/Firms have already been engaged by the ULBs wherein all the ULBs should ensure that these deliverables are obtained from the Architects for their ongoing projects.

Keeping in view the above, you are requested to direct all the concerned to comply aforesaid instructions strictly.

DA: as stated above.

Simran
ULB

Executive Engineer-VII
for Director, Urban Local Bodies,
Haryana, Panchkula

CC:-

1. PS/ULBM
2. PS/C&S ULB
3. PA/DULB
4. PA/CE
5. All the EEs (HQ)
6. GM(IT) for uploading document on website



HSI IDC

No. HSI IDC: Engg: AX: 341(1)2023: 2908-2911
Dated: 07/08/22

The Additional Chief Secretary, PWD (B&R) Haryana, Civil Secretariat, Chandigarh	The Additional Chief Secretary, Industries & Commerce Department, Haryana, Civil Secretariat, Chandigarh
The Additional Chief Secretary, Development and Panchayats, Civil Secretariat, Chandigarh	The Additional Chief Secretary, Town & Country Planning Department Haryana, New Civil Secretariat, Chandigarh.
The Commissioner and Secretary, Urban Local Bodies Department, Haryana, Sector-6, Panchkula.	The Chief Administrator, HSVP Sector-6, Panchkula
The Managing Director, Haryana Police Housing Corporation, Sector-6, Panchkula.	

Sub: Empanelment of Architects with HSI IDC.

Respected Sir,

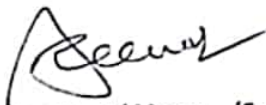
Kindly refer the subject cited matter.

HSI IDC had invited expression of Interest for Empanelment of Architects for upcoming projects of HSI IDC. A detailed RFP was prepared and uploaded on website for information of Interested Architects. Details of Manpower required, turnover, work experience, scope of services etc. were defined in RFP. Empanelment was proposed in following four categories:

Category 'A'	:	Projects upto Rs 5.00 crore.
Category 'B'	:	Projects from Rs 5.00 crore to Rs. 10.00 crore
Category 'C'	:	Projects from Rs 10.00 crore to Rs. 20.00 crore
Category 'D'	:	Projects more than Rs. 20.00 crore

Two stage evaluation was done by the committee. In the first stage based on work experience, manpower details turnover, scoring was done. Architects scoring more than 75 marks were called for presentation in second stage. Architects who had scored more than 75 marks in stage-II have been empaneled. A list of Empaneled Architects is attached at Annexure-I for kind information.

Regards,


Asstt. General Manager (Engg.)/HQ
For HoD(Engg.)
Hr. State Indl. & Infra. Dev. Corpn. Ltd.

Encloser: Annexure-I

Haryana State Industrial & Infrastructure Development corporation Limited, C-13-14, Sector 6, Panchkula-134109,
Haryana, INDIA Tel.: +91-172-2590481-483, E-Mail: contactus@hsiidc.org.in, Corporate Identity Number:
U29199HR1957SGC034545

Sub: List of Empanelled Architects for upcoming Building Projects of HSIIDC.

Sr. No.	Firm Name (M/s)	Empanelled Category	Project Cost (In INR)	Contact Details	Mail-ID	Address
1.	Studio Earthworm	A	Up to 5.00 Cr.	9526793882	studioearthworm@gmail.com	A 348, Sector 3A, Dhanwapur Marg, Laxman Vihar, Old Gurgaon - 122006
2.	Studio Karma	B	Above 5.00 Cr. to 10.00 Cr.	011-40521192, 9555774917	studio.karma09@gmail.com	Studio Karma, 1415A- T3-NX-ONE, Plot no. 17, Tech zone 4, Greater Noida, U.P. (201306)
3.	D' Mason's Consortium Pvt. Ltd.	B	Above 5.00 Cr. to 10.00 Cr.	8527507500	rishi.dmc@gmail.com	T 21, 3 rd Floor, D – Block, Baani Square, South city-II, Sector-50, Gurgaon-122018
4.	Creative Design Group	B	Above 5.00 Cr. to 10.00 Cr.	9053557752	cdgkkr@gmail.com	Plot no-2, Ground Floor, Opp. Hotel Saffron, Hari Nagar, Pipli Road, Kurukshetra – 136118
5.	Creative Consortium	C	Above 10.00 Cr. to 20.00 Cr.	0172-2556694, 9501036694	creativeconsortium.india@gmail.com	Sco 56, Swastik Vihar, Sector-4, MDC (PKL) (134109)
6.	Rajiv Associates	C	Above 10.00 Cr. to 20.00 Cr.	011-25462840, 9871289320	rajivgupta@rajivassociates.com	Rajiv Associates, 202 Sartaj Appt. E-38, Ring Road, Rajouri Garden, New Delhi (110027) F-59, South City-1, Gurgaon
7.	Arcd Architects	C	Above 10.00 Cr. to 20.00 Cr.	98761190000	arcdachitects@gmail.com	SCO-45, First Floor, Sector-11, Panchkula-134109
8.	Saakaar Foundation	C	Above 10.00 Cr. to 20.00 Cr.	0172-2722466, 2711931,98145 27846	saakaarfoundation17@gmail.com	SCO 53-55, 3 rd Floor, Near GPO, Sector-17 D, Chandigarh-160017

9.	Tripathi and Associates	C	Above 10.00 Cr. to 20.00 Cr.	9350184847	tripathi@tripathiarchitect.com tripathi.associates28@gmail.com	Block – D, 136, Sector-50, Noida, U.P. - 201301
10.	Mathur Ugam & Associates	C	Above 10.00 Cr. to 20.00 Cr.	011-41072283, 9654270909	mathurugam@gmail.com	A-1/294, Second Floor, Safdarjung Enclave, New Delhi – 110029
11.	Jain & Associates	D	Above 20.00 Cr.	0124-4065318, 9810076318	jainandassociates@gmail.com , jainpunk@yahoo.com	S-13/21, DLF-III, Gurgaon (122002)
12.	Space Ace	D	Above 20.00 Cr.	0124-4106618, 9312650035	Spaceace.india@gmail.com	Space Ace, V-20A/5, DLF-III, Block No-V, Road No-20A, Plot No-5, Gurgaon (122002)
13.	Virender Sharma and Associates (Architects)	D	Above 20.00 Cr.	011-40518829, 9354051582	Virendersharma55@gmail.com , nishant@vsarchitects.co.uk	A-205A, Janakpuri, New Delhi (110058)
14.	Alok Pande Architects	D	Above 20.00 Cr.	0135-2763700, 9837431441	pande_alok@rediffmail.com	165, Phase-II, vasant Vihar, Deharadun (248006)
15.	A.K.A. Consultants (INDIA) Pvt. Ltd.	D	Above 20.00 Cr.	0731-2561684/ 685, 9826088300	akakem@akaconsultants.in	8, State Bank of India Officers Colony, Near Bima Nagar, Opp. Anand Bazar, Indore (452001)
16.	Design Forum International	D	Above 20.00 Cr.	9811999733, 011-46556600	bd@dfiarch.com devraj@dfiarch.com	K-47, Kailash Colony, New Delhi (110048)
17.	Nirman Consultants Pvt. Ltd.	D	Above 20.00 Cr.	011- 41047010/11	saurabhsharma@nirman.com	E-135, Okhla Industrial Estate, Phase-III, New Delhi - 110020

18.	Mass N Void Design Consultants	D	Above 20.00 Cr.	011-2808401	info@massnvoid.com gaurav@massnvoid.com	Plot No. 56, 3 rd Floor, Sector 12, Dwarka, New Delhi - 110078
19.	Meinhardt India Pvt. Ltd.	D	Above 20.00 Cr.	9311012950	bd@meinhardtindia.com	4 th Floor, Tower-A, Smart works Plot No.1&2, Sector-125, Noida (U.P.) - 201303
20.	Arch-En Design	D	Above 20.00 Cr.	011-45188222	Info.delhi@aed.co.in	B1/37, Ground Floor, Hauz Khas, New Delhi - 110016
21.	Building Workshop	D	Above 20.00 Cr.	011-41814011	info@buildingworkshop.in	C-504, Chitranajan Park, New Delhi - 110019
22.	SD Sharma & Associates	D	Above 20.00 Cr.	0172-4023121, 9876610996	sangeetararch@gmail.com	SCO 54, 2 nd Floor, Swastik Vihar, MDC Panchkula - 134109
23.	Avinash Khosla & Associates	D	Above 20.00 Cr.	0161-2448401, 2448293	kanavkhosla@gmail.com	568-A1, Police House, Link Road, Near Foundation Chowk, Civil lines, Ludhiana - 141001
24.	Design Plus	D	Above 20.00 Cr.	0124- 4983379/4617	<a href="mailto:Pankaj.dhiman@designplu
sarchitects.in">Pankaj.dhiman@designplu sarchitects.in	C 312-315 A, M3M Cosmopolitan, Sector-66, Gurgaon - 122101
25.	BDP Design Engineering Pvt. Ltd.	D	Above 20.00 Cr.	1166357333	bdpindia@bdp.com	203, 2 nd Floor, Eros Corporate Tower, Nehru Place, New Delhi - 110019
26.	5 Elements Design Cell LLP	D	Above 20.00 Cr.	+ 91 022- 28692288	Sedcarchitects@gmail.com m	Plot no.17-18, Dr. Ambedkar Road, Gorai-1, Near Suvidya School, Borivali West, Mumbai - 400092

Sr. no.	Category	Empanelled Architect (Nos.)
1.	A	01
2.	B	03
3.	C	06
4.	D	16
Total nos. of Empanelled Architect		26 (Twenty Six)

Annexure-A

#.	Stages	Details of Services
A	Concept design (Stage 1)	<ul style="list-style-type: none"> a. Carry out site analysis and furnish a site appraisal report about the potential of the site vis-à-vis activities. b. Prepare drawings and documents to enable municipality to do the detailed survey including soil investigation at the site of the project. c. Furnish preliminary scheme for site planning. d. Prepare conceptual landscape design with reference to requirements given and prepare rough estimate of cost on area basis. e. Value engineering aspects of design & construction activities thereof may also be taken-care. f. Submit concept/block model/3D Design
B	Preliminary Design and Drawings for approval. (Stage 2)	<ul style="list-style-type: none"> g. Modify the conceptual design incorporating required changes and prepare the preliminary drawings, sketches, etc. for approval of municipality h. Along with preliminary Estimate of cost on area basis.
C	Drawings for Statutory Approvals (Stage 3)	<ul style="list-style-type: none"> i. Prepare drawings necessary for municipality/statutory approvals and ensure compliance with codes, standards and legislation, as applicable and assist municipality in obtaining the statutory approvals thereof, if required. j. Submit preliminary model (virtual or physical)
D	Detailed Design and drawings for tender (Stage 4)	<ul style="list-style-type: none"> k. Preparation and submission of Draft Architectural drawings for tender. <ul style="list-style-type: none"> i. Preparation of Site Plan and circulation plans of all floors and basements. ii. Furniture & Seating layout of all floors, with marked designations. iii. Building Sections - through staircase toilets, Ramps & Other Important areas. iv. Elevations of all Sides l. Preparation of DBR (Design Basis Report), SLD's (Single Line Diagrams) Layouts, and BOQ's for the Following <ul style="list-style-type: none"> v. Public health design (Plumbing, Drainage, Rain Water) i/c STP, UGT, OHT, etc. as per requirement. vi. HVAC design vii. Electrical design (High Side & Low Side) viii. Fire-Fighting and Detection system (High Side & Low Side) ix. ELV design (BMS, Audio Visual, CCTV, Access Control, Data, Digital Signage's, Wi-Fi, IT room, Servers, public address system, communication networking, etc.) x. Mechanical Services design (Escalator, Elevator, Dumb waiter, Mechanical gates, Boom Barriers, Access Gates, Mechanical Parking, etc.) xi. Solar and green energy conservation design xii. Structure & Fabrication design

		<ul style="list-style-type: none"> xiii. Landscape design xiv. Facade design xv. Interior design xvi. Lighting Design. xvii. List of Approved makes. <p>Tender drawings, specifications and Estimates with schedule of quantities, shall also comply with the provisions of Haryana Building Code.</p>
E	Bid Process Management for Identification of Contractor (Stage 5)	<p>m. Preparation of documents for pre-qualification of contractors, including code of practice covering aspects like mode of measurement, method of payments, quality control procedures on materials & works and other conditions of contract , inviting of RFQs.</p> <p>n. The agency shall assist municipality in holding pre-tender meeting in a pre-determined manner and offer clarifications, if any, sought by the tenderers. The clarifications relating to the TOR shall be drawn up by the agency and, the same shall be issued to the intending tenderers. The clarifications issued shall form a part of the main contract document for the work.</p> <p>o. Evaluation of the applications and short-listing agencies for the project.</p> <p>p. The agency shall assist municipality in executing the contract with the successful tenderers in the format prescribed in the tender document on a stamp paper of appropriate denomination.</p>
F	Construction Stage Activities [Stage 6]	<p>Working Drawings & Commissioning</p> <p>q. Agency shall issue GFC drawings A1 Size (3 sets) for the work to the contractor & municipality for all construction activities. Including but not limited to:</p> <ol style="list-style-type: none"> 1. Layout/Demarcation drawings and details. 2. Coordinated Architectural Drawings and details. 3. Coordinated Fenestration (joinery) schedule and details. 4. Vetted Structural Drawings and details. 5. Coordinated MEPF Drawings and details. 6. Finalized Schedule of Finishes and details. 7. Interior Related drawings and details. 8. Landscape Drawings and details. 9. Façade Drawings and details. <p>r. Agency shall help municipality in executing and commissioning the work and for getting the project facility constructed as per approved designs.</p>

		<p>s. Including Approval of All shop drawings for Vendor based systems.</p> <p>Construction Supervision</p> <p>t. Agency shall be responsible to visit the site of work and provide periodic visits fortnightly for first three months and monthly thereafter to clarify any decision or interpretation of the drawings and specifications that may be necessary and to ensure that the project proceeds in accordance with conditions of contract up to satisfaction of Engineer in-charge.</p>
G	Completion (Stage 7)	<p>u. Prepare and submit completion reports and drawings for the project as required and assist municipality in obtaining NOCs Certificate" from statutory authorities, wherever required.</p> <p>v. Issue two sets of as- built drawings including services, Structures and landscaping.</p>

Stage Deliverables

Deliverables		Description of Scope / Deliverables
Stage 1	Concept Stage	<p>A. Pre-Concept (Inception Report/Project Design Brief)</p> <p>i. Inspect the site and underground the site constraint/surroundings.</p> <p>ii. Creating a project design brief based on client's inputs & requirements.</p> <p>iii. Also put together the relevant site information i.e. site plan, contour survey plan, contour survey plan, governing Architectural Bye-laws etc.</p> <p>iv. Inspection Report (covering the methodology to executive the deliverable).</p> <p>B. Concept Design</p> <p>Architect shall establish the overall concept of the project taking cue from the agreed designed brief. The concept shall indicate the appropriate and best uses and activities keeping in view the configuration of the land, with regard to the development objectives, project budget and market opportunities.</p> <p>i. Conceptual layouts – site and floor layouts ii. Conceptual sketch up views</p> <p>iii. Area statement</p>
Stage 2	Preliminary Design, Drawings & Estimate	<p>A. Preliminary Design:</p> <p>Base set of Submission drawings to be made at this stage for internal understanding. This may also be used for any discussion with Authorities by the Client if required.</p> <p>B. Preliminary Drawings :</p> <p>i. Revised Plans incorporating all inputs of Structure and services ii. Parking Plans and Parking count chart: surface and Basement</p> <p>iii. Lift / Escalator analysis vis a vis the types and numbers to finalized at this stage.</p> <p>iv. Resolve Traffic movement within the building.</p> <p>v. Revised area statement with supporting Area plan diagrams and efficiency calculations.</p> <p>C. Preliminary Estimate</p> <p>i. Submission of preliminary Estimate of cost on area basis</p>

Stage 3	Statutory Approvals	<p>A. Sanction Drawings Architect shall submit the following base drawings / documents to the Client /Client appointed liaising consultant / EIA Consultants as the case may be, to obtain the various approvals required.</p> <ul style="list-style-type: none"> i. All drawings / documents as are required for submission as municipal drawings set ii. All drawings / documents as are required to prepare and submit Services estimates iii. All drawings / documents as are required for submission for Fire approvals. iv. All drawings / documents as are required submission to State RERA Authority v. Inputs / co-ordination of information for the submission to EIA consultant for EIA approvals. <p>Architect will Assist in the preparation of drawings for Authority approvals however the preparation of such drawing and online submission of the same shall be done by client appointed Consultant/Agency.</p>
Stage 4	Detailed Design , Drawing and Estimate	<p>A. Design Development stage (DD) The objective of DD is to convert all decisions, design thoughts and theme elements to two scale drawings, to enable integration and refinement of all PARTS into a physically realizable WHOLE.</p> <p>1. Structural Structural System resolved at Conceptual & Schematic level i.e. types of Structural Systems, Grids, Broad member sizes etc. identified on the basis of Geo Tech. Report & Thumb rules. Following drawings and detailing will be delivered from this stage.</p> <ul style="list-style-type: none"> i. General note ii. Excavation/Foundation drawings iii. Framing plan for all floors iv. Generate a structures 'Design Basis Report' (Structure DBR)
		<p>2. HVAC</p> <ul style="list-style-type: none"> i. Layout plan showing area allocations / cut outs & AHU at all levels ii. Plant room / cooling tower layout iii. DBR & SLD's
		<p>3. Plumbing & Fire Fighting</p> <ul style="list-style-type: none"> i. Cut-outs and vertical stacks layout at all levels ii. Basement drainage layout iii. WTP / STP /OHT layout with capacity iv. FHC / layout showing main headers for sprinklers at all levels v. DBR & SLD's
		<p>4. Electrical</p> <ul style="list-style-type: none"> i. Space allocation for HT/LT/Transformer/DG ii. Cut-out for cables & electrical room allocation iii. DG exhaust routing iv. DBR & SLD's

		<p>5. Architectural</p> <p>i. All plans, elevations & Sections co-ordinated integrated and refined Vis-à-vis the selected exterior theme.</p> <p>ii. 3D revised façade view incorporating services and structural elements, mumty, machine room, AC outdoor units, AC cooling tower, DG flu shaft and treating the façade w.r.t these services equipment's.</p> <p>iii. Details of crown level elements</p> <p>iv. Details of entry level areas like entrance lobbies v. Treatment at base of building level</p> <p>vi. Review & resolve at a micro level all service areas and its placements. vii. Generate final Areas</p> <p>viii. Generate the Exterior Palette / material sample board. ix. List of mock ups to be done at site</p> <p>x. Profile section of walls to explain the façade design</p> <p>xi. Glazing and window details – final selection and approval of the Façade System Relevant structure inputs to be identified and captured in drawings.</p> <p>xii. Cladding Details – all details to be finalized. Relevant structure inputs to be identified and captured in drawings.</p> <p>xiii. Façade cleaning system – finalization of the system as would be involved for cleaning and its relationship with the façade.</p>
	Tendering	<p>a) Detailed cost estimate to be submitted.</p> <p>b) Sub Structure, Super Structure & Block work Packages All Tender Drawings & Documents - Civil & Structure All Tender Drawings & Documents - Finishing</p> <p>c) Services Packages All Tender Drawings & Documents - Plumbing and & Fire Fighting Package All Tender Drawings & Documents - Electrical low side Package All Tender Drawings & Documents - Electrical high side Package All Tender Drawings & Documents - Low Voltage Works Package All Tender Drawings & Documents - P.A. System & Music Works Package All Tender Drawings & Documents - DG Set Package All Tender Drawings & Documents - HVAC High side works Package All Tender Drawings & Documents - HVAC low side works Package All Tender Drawings & Documents - Lift & Escalator Package All Tender Drawings & Documents - WTP & STP</p> <p>d) External Development Work Packages All Tender Drawings & Documents - Hardscape, Roads and Boundary wall All Tender Drawings & Documents - Softscape</p> <p>e) Common Area Interior Works Package All Tender Drawings & Documents - Architectural & Interior Works</p>

Stage 5	Bid Process Management	<p>A. Preparation of documents for pre-qualification of contractors, including code of practice covering aspects like mode of measurement, method of payments, quality control procedures on materials & works and other conditions of contract , inviting of RFQs.</p> <p>B. The agency shall assist municipality in holding pre-tender meeting in a pre-determined manner and offer clarifications, if any, sought by the tenderers. The clarifications relating to the TOR shall be drawn up by the agency and, the same shall be issued to the intending tenderers. The clarifications issued shall form a part of the main contract document for the work.</p> <p>C. Evaluation of the applications and short-listing agencies for the project.</p> <p>D. The agency shall assist municipality in executing the contract with the successful tenderers in the format prescribed in the tender document on a stamp paper of appropriate denomination.</p>
Stage 6	Construction Stage Activities	<p>A. Working Drawings & Commissioning</p> <p>i. Vetting GFC Drawings (Prepared by vendor/contractor)</p> <p>i. Checking Shop Drawing (Prepared by vendor/contractor)</p> <p>B. Construction Supervision</p> <p>ii. Periodic Site visit to resolve issues related to design and drawings (Prepared by vendor/contractor)</p>
Stage 7	Completion	<p>A. Prepare and submit completion reports and drawings for the project as required and assist Municipality in obtaining "Completion/Occupancy Certificate" from statutory authorities, wherever required.</p> <p>B. Issue two sets of as-built drawings including services, Structures and landscaping.</p>