

Expression of Interest and Request for Proposal Submission Form

To

The Secretary
Kerala Cricket Association
Thiruvananthapuram

I/ We have read and understood the instructions and the terms and conditions contained in the application form. I/We do hereby declare that the information furnished in the application and in the supplementary sheets is correct to the best of my/our knowledge and belief. The undersigned is fully authorized to sign and submit this application form on behalf of the organization, he/she represents. We authorize the office bearers of Kerala Cricket Association to approach individuals, employers, firms and corporations to verify our competence and general reputation.

I/ We offer to provide the Architectural consultancy services for Construction of Cricket Stadium in Ezhukone, Kollam in accordance with your Request for Expression of Interest and request for proposal dated-----
Our attached Financial Proposal for furnishing architectural designs for the entire project and all other required details of the project is _____% (_____) of the total cost of the project for Civil, Architectural, Interior and Landscaping works.

This amount is **inclusive** of the GST. Our Financial Proposal shall be binding upon us subject to the modifications resulting from Contract negotiations, up to expiration of the validity period of the Proposal,

Signature :

Name :

Designation :

.....

Address :

.....

.....

Place :

Date :

Seal of the applicant

Information to be furnished by the applicant for selection of the Architectural Consultants

1.	Name and registered office address	
2.	Year of establishment of the firm and the registered office.	
3.	Whether individual/Partnership / Pvt. Ltd or Ltd firm with full particulars of the other partners including their names, professional qualifications, age experience, etc. (Attach a separate sheet, if required)	
4.	Names, qualifications and experience of all technical personnel in the firm Details to be furnished in the prescribed Pro-forma (Statement-I)	
5.	Whether registered with Council of Architecture YES/NO. If Yes, please attach a copy of the membership	
6.	Years of experience as practicing Architects	
7.	Important projects executed during last 10 years by the firm in Architectural, Civil, Interior and Landscaping works along with allied MEP works with relevant details such as cost of the work etc. The full address of the clients for whom the works have been executed including name of contact persons and contact nos. Details to be furnished in the prescribed Pro-forma (Statement-II). Please attach completion certificate or any other relevant documents in support of the works completed clearly showing the value, nature of the work executed,	

	duration of the work etc, which should be considered for short listing as per the criteria	
8.	Important projects in Architectural, Interior and Landscaping works along with allied MEP works on which the firm engaged at present along with relevant details such as cost of the work etc. The full address of the clients, along with the name of the contact person and contact no. shall be indicated against each project. Pro-forma(Statement-III)	
9.	Details of infrastructure facilities available with the firm Please attach details in a separate sheet (Statement-IV)	
10.	Details of the associates /consultants for the allied works Attach separate sheet for the details of the associates / consultants associated with the architect	
11.	Income Tax No. (PAN/TAN) Furnish copies of last Income Tax Clearance	
12.	Name and address of the Banker/s of Architect.	
13.	Turnover of the firm from architectural ... works fee consultancy during the years (year -wise). Please attach necessary documents in support of the same. 2011-2012 2012-2013 2013-2014 2014-2015	
14.	National or International Awards received if any.	

Signature of the applicant with
Full address & Office Seal

Statement – I

List of technical personnel, giving their technical qualifications, experience, including that in the present organization

Sl. No	Name	Age	Present Designation	Qualifications	Consultancy Experience	Name of the major projects handled in respect of	Date from which Employed in the Present Organization

Mention other points, if any, to show technical and managerial competency to indicate any important point in your favour.

Signature of the Applicant

Statement – II

List of important projects handled by the firm during last 10 year

Sl. No	Name of Project and Location	Nature of work	Name of client with full address	Name of contact person With Contact number	Project cost 1.Tender 2.Actual	Date of commencement	Date of completion	Litigations if any

Signature of the Applicant

Statement –III

List of important projects in hand being handled by the firm

Sl. No	Name of Project and Location	Nature of work	Name of client with full address	Name of contact person With Contact number	Project cost 1.Tender 2.Actual	Date of commencement	Date of completion	Litigations if any

Signature of the Applicant

Statement – IV**Details of infrastructure facilities available with the firm for architectural Consultancy**

(The information should include details of office space, surveying equipments, in-house computer aided design facilities etc. available with the firm)

Deliverables

SI No	Deliverables	Time required
1	Agreement	7 days
2	Concept, Architectural Design and Drawings	60 days
3	Detailed Project Report on approval of concept and receiving approved concept, reports and drawing inputs from Structural and MEP consultants.	
4	Preparation of BOQ, Specifications and Bid Documents.	
5	Working Drawings	At different stages of execution without affecting the schedule of execution.
6	Monitoring plan and site visit	

**The Secretary
Kerala Cricket Association
Thiruvananthapuram**