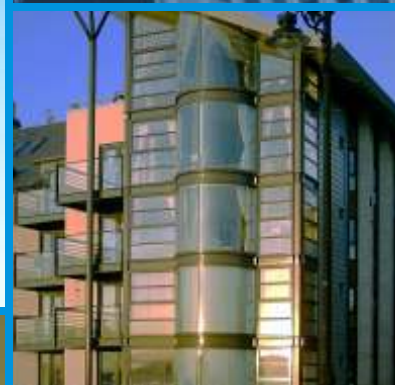


MARCH 2007

BRIEF FOR

GLOBAL ARCHITECTURAL

DESIGN COMPETITION



FOR CONSTRUCTION & DEVELOPMENT OF

- » REC World Headquarters at Gurgaon,
- » REC Township at Gurgaon &
- » Upgrading of Central Institute for Rural Electrification (CIRE), Hyderabad

Last date of receipt of EOI along with sketches/ideas/designs etc. is April 16, 2007



RURAL ELECTRIFICATION CORPORATION LIMITED
(A Government of India Enterprise),

CONTENTS

S.NO.	DESCRIPTION	PAGE NO.
	<u>EXPRESSION OF INTEREST:</u>	
1.1	General	3
1.2	Objectives	3
1.3	Invitation	4
1.4	Qualifying Requirements	4
1.5	Letter of Transmittal	5
1.6	Organizational Information	5
1.7	List of Projects	5
1.8	Information & Instructions For Applicants	5
1.9	Comments/suggestions/queries of The Architect/ Architectural Firm	6
1.10	Judgment and Intimation	6
1.11	Pre-competition Conference	6
	<u>INFORMATION MEMORANDUM:</u>	
2.1	Design Criteria	7
2.2	Landscaping	7
2.3	Environmental Sustainability	7
2.4	Signages	7
2.5	REC World Headquarters at Gurgaon	7
2.5.1	Space Requirement	7
2.5.2	Details of Land	7
2.6	REC township at Gurgaon	7
2.6.1	Space Requirement	7
2.6.2	Details of Land	8
2.7	Upgrading of CIRE, Hyderabad	8
2.7.1	Existing Infrastructure	8
2.7.2	Requirement	8
2.8	Information about Gurgaon	8
2.9	Information about Hyderabad	9
	<u>MAIN COMPETITION-GUIDELINES:</u>	
3.1	Scope of work for Architect/Architectural Firms for design competition	10
3.2	Submission Requirement of Designs	10
3.2.1	Report	10
3.2.2	Drawings	10
3.2.3	Model	10
3.2.4	CD	11
	<u>MAIN COMPETITION-REGULATION:</u>	
4.1	Board of Assessors/Jury	12
4.2	Participation Prizes	12
4.3	Broad Scope Of Work For Selected Architect	12
4.4	Proposal Submission Form	12
4.5	Financial Bid	12

S.NO.	DESCRIPTION	PAGE NO.
4.6	Instructions for Submission of Designs & Financial Bid	12
4.7	Judging Procedure	12
4.8	Insurance of Competition Design	13
4.9	Exhibition	13
4.10	Returning of Entries	13
4.11	Copy rights & Rights of Ownership	13
4.12	Disqualification	13
4.13	Termination of the Competition	13
4.14	Jurisdiction	13
4.15	Settlement of Disputes	13
4.16	REC Rights	13
4.17	Disclaimer	14
ANNEXURE:		
Annex.-I (sheet 1/2)	REC World Headquarter : Tentative Space requirement for Officials/staff	16
Annex.-I (sheet 2/2)	REC World Headquarter: Tentative Space required for Other Facilities	17
Annex.-II	(i) REC Township: Residential Accommodation (tentatively) required for Officials/Staff	18
	(ii) REC Township: Other Associated Facilities Proposed in the Township	18
FORMS:		
Form-'A'	Letter of Transmittal (For submission of EO)	20
Form-'B'	Organizational Structure	21-22
Form-'C'	List of similar projects completed/under execution	23
Form-'D'	Comments/suggestions/queries from competitors	24
Form-'E'	Proposal submission Form	25
Form-'F'	Financial Bid Submission Form	26
PLATES:		
Plate-I	REC World Headquarters at Gurgaon-Site Plan	28
Plate-II	REC Township at Gurgaon- Site Plan	29
Plate-III	Topographical Map of CIRE Campus	30
Plate-IV	Location Plan of Gurgaon	31
PHOTOGRAPHS:		
Photo-1	A View of Plot no I-4, Sector-29, Gurgaon for REC World Headquarters	33
Photo-2	Another View of Plot No- I-4, Sector-29, Gurgaon for REC World Headquarters	33
Photo-3	Approach road to Plot No- I-4, Sector-29, Gurgaon for REC World Headquarters	34
Photo-4	A View of IFFCO Building at Plot No-I-3, Sector-29, Gurgaon	34
Photo-5	CIRE-Administrative Building	35
Photo-6	CIRE-Another View of Administrative Building	35
Photo-7	CIRE-Hostel Building	36
Photo-8	CIRE-Another View of Hostel Building	36
Photo-9	CIRE-Dinning Hall	37
Photo-10	CIRE-Class Room	37
Photo-11	CIRE-Inside Hostel Room	38

EXPRESSION OF INTEREST

1.1. General

Rural Electrification Corporation (REC) was incorporated in the year 1969 with objective of financing Rural Electrification schemes in the country. It is wholly owned Government of India Public Sector Enterprise, with a net worth of over INR 28.62 Billion. Presently, REC is a Schedule 'A' Public Sector Undertaking under Ministry of Power with 'Mini Ratna' Grade-I (being upgraded to Nav Ratna) status accorded by Government of India. REC is today a strong organization managed by very competent Board of Directors supported by a seasoned group of corporate managers and fully equipped Zonal/Project Offices (17) manned by engineers, economists, financial experts, hydro-geologists and other professionals, spread over all parts of the country.

Over the years, REC has been acknowledged as a funding source for Integrated System Improvement, Power Generation, Power Conservation, Power Distribution, Pumpset energisation, Rural household electrification and other related works in rural areas.

In the year 1979, REC established Central Institute for Rural Electrification (CIRE) at Shivarampally, Hyderabad for providing training on various facets of Power Sector pertaining to Technical, Management, Information Technology, Finance & Accounts for National as well as International participants. During the last two decades, CIRE has organized programmes and trained personnel from Algeria, Egypt, Tanzania, Nigeria, Iraq and Ghana. Recently, CIRE has been empanelled by Ministry of External Affairs, Government of India for conducting programmes for foreign nationals under India Technical and Economic Cooperation Programme (ITEC) and Special Commonwealth Africa Assistance Plan (SCAAP).

In near future, REC aspires to become an international Organization that's capable of lending expertise to the Rural Electrification programme in other countries having the need for it. With a view to play an enhanced role, REC intends to increase its asset base to INR 560 Billion by the year 2011 and

proposes to develop a robust business plan, undertake capacity building exercises in the engineering and financial sectors, promote R&D and standardization of materials, create corporate communications and provide training to all the functionaries in public, private and NGO sectors engaged in power sector. Its future plans include development and promotion of I.T. in its own field formations and the State Electricity Boards. To know more about REC please visit our website www.recindia.com or www.recindia.nic.in.

1.2 Objective

The Corporation is presently functioning from its office located in Core-4, Scope Complex, 7 Lodhi Road, New Delhi. To meet its future aspiration and growing requirement REC intends to have a state-of-the-art corporate office building & self sufficient township incorporating relevant and latest features to be named as REC World Headquarters & REC Township. REC is looking for best designs. Cost will not be main criteria for selection of designs.

REC, for its corporate headquarters, township and upgrading of CIRE is looking for the following aspects in the design:

- Creating a landmark building which reflects the values, ethics and message of the brand "REC".
- Creating a sustainable, energy efficient, eco and environment friendly building system, integrating the built and unbuilt.
- Creating a built form with state of the art technology which matches international standards.

For this purpose Haryana Urban Development Authority (HUDA) has allotted a plot of land measuring 16,890.25 sqm (about 4.2 acres) at I-4, City Centre, Sector-29, Gurgaon to the Corporation for development and construction of its new office building with FAR * (Floor Area Ratio) equal to one and has issued a letter of intent for allotment of 10 acres (about 40,000 sqm) of land in Sector-57, Gurgaon for construction for REC township with FAR equal to 1.75.

** FAR is a ratio of constructed area to plot area*

The proposed REC World Headquarters shall have office space required for Chairman & Managing Director, Directors, Officers, staff, secretariat of CMD and Directors, area for visitors of CMD & Directors, Board room, Board room waiting lounge, conference room, conference dining room, executive dining room, library, auditorium, meeting room & pantry at every floor, two level basement parking and other relevant and latest emerging features. We intend to use full FAR for construction and the extra space is planned to be rented out/ leased out.

REC Township at Gurgaon shall accommodate about 490 officers and staff apart from other common facilities like guest houses, community center, health club, dispensary, etc.

Further, to meet increased international training requirement in the field of power sector particularly in distribution sector, REC intends to have international level institute in distribution management to be called as National Institute for Electricity Distribution Management (NIEDM) on the lines of other contemporary institutes like International School of Business (ISB), Hyderabad by creating infrastructure and training facilities in the existing CIRE campus.

1.3 Invitation

To meet its objective, REC has decided to hold an architectural design competition and invite Architects / Architectural Firms to submit Expression of Interest (EOI) with sketch designs for providing architectural concept and architectural design for (i) REC World Headquarters at Gurgaon (ii) REC Township at Gurgaon & (iii) Upgrading of CIRE, Hyderabad to NIEDM.

REC World Headquarters, REC Township and Upgrading of CIRE are three separate projects and one could participate in the design competition in either or all the projects.

The design competition will be arranged in two parts, the first part consisting of submitting an EOI along with conceptual sketches or designs of the project(s). The participants whose ideas or sketches are selected by jury and meeting qualifying requirement shall go on to participate in the second and main

stage of the competition, which will be detailed design along with the drawings, model and financial bid. Participants are free to submit their design in any format and there is no restriction on the number of sheets/sketches/ideas for the sketch design stage. Financial bids of only prize winning entries would be opened.

1.4 Qualifying Requirements

- a) Architects/Architectural firms must have relevant experience in design of state-of-the-art office building, self-sufficient township and state-of-the-art Institutional building incorporating relevant and latest emerging features.
- b) Architect/Architectural firms shall be of repute with a demonstrable track record of rendering architectural concept/design services for a project of the magnitude envisaged for which they should have designed:
 - (i) **For REC World Headquarters at Gurgaon:** *(see note below)
At least one state-of-art multistoried centrally air conditioned corporate/commercial/office/hotel/hospital building costing INR 700 million or more during the last seven years;
or
At least two state-of-art multistoried centrally air conditioned corporate/commercial/office/hotel/hospital building each costing INR 400 million or more during the last seven years;
 - (ii) **For REC Township at Gurgaon:** *(see note below)
At least one state-of-art residential township costing INR 1000 million or more during the last seven years;
Or
At least two residential township each costing INR 600 million or more during the last seven years;
 - (iii) **For Upgrading of CIRE, Hyderabad:** *(see note below)
Architects/Architectural firms should have designed at least one state-of-art multistoried centrally air conditioned Institutional building preferably training/educational institution/university costing INR 270 million or more during the last seven years;
or
At least two state-of-art multistoried centrally air conditioned Institutional building preferably

training/educational institution/ university each costing INR 160 million or more during the last seven years;

Note:

** The above qualifying criteria can be met by intending Indian subsidiaries of foreign company by taking together the credential of parent company plus Indian subsidiary company.*

c) Participants visualization of the Project(s):

Along with E.O.I. and information contained in the annexure. Participants are also expected to give conceptual sketches indicating their visualization of the project(s) At preliminary stage participants are free to submit their sketches in any format and there is no restriction on the number of sheets/ sketches/ideas.

The term "Architect" will mean any person who at the time of this application is registered with the Council of Architecture, India under the Architect Act, 1972 or from any other relevant architectural body for other countries. In case of Architectural firm, at least one of the director or principal architect of the firm should be registered with the Council of Architecture, India under the Architect Act, 1972 or from any other recognized architectural body for other countries

REC is in the process of selecting Project Management Consultant for these projects separately. Firm selected as Project Consultant will be ineligible for selection for architectural Concept/ Design or vice- versa.

The selected architectural concept and architectural designs shall be finalized for development & construction of REC World Headquarters at Gurgaon, REC Township at Gurgaon and Upgrading of CIRE.

1.5 Letter of Transmittal

The applicant should submit the letter of transmittal attached in Form- 'A'

1.6 Organization Information

Applicant is required to submit the information in respect of his organization as requested in Form - 'B'.

1.7 List of Projects

Applicant is required to submit list of similar assignments/projects successfully completed/ ongoing during the last seven years in Form 'C'.

1.8 Information & Instructions for Applicants for E.O.I.

1.8.1 The application should be type written. The applicant should sign each page of the application.

1.8.2 The applicant may furnish any additional information, which is deemed necessary to establish capability to successfully complete the envisaged project. Superfluous information need not be furnished and no information shall be entertained after submission of EOI document unless specifically called for.

1.8.3 Any information furnished by the applicant found to be incorrect either immediately or at a later date, would render him liable to be debarred from taking up the project/ disqualification.

1.8.4 Applicant will not be paid for preparing & submission of EOI that include conceptual sketches/sheets/ ideas.

1.8.5 The EOI document in prescribed form duly completed and signed alongwith conceptual sketches or designs should be submitted (hard copy) in a separate sealed cover. Both the sealed cover should than be placed in another sealed cover super scribed "Expression of Interest from Architects/ Architectural firms for participating in competition for providing Architectural Concept & Architectural Designs for (i) REC World Headquarters (ii) REC Township and (iii) upgrading of CIRE shall be received in the office of General Manager (BD), Rural Electrification Corporation, Core-4, SCOPE Complex, 7 Lodhi Road, New Delhi-110 003 up to 3.00 p.m. on the last date of receipt of the EOI as mentioned in the advertisement. A soft copy, MS-Word compatible, shall also be submitted in the same sealed cover. Documents submitted in connection with EOI will be property of REC.

1.8.6 In case, the last date for submission & opening of documents is declared as a public holiday, the next official working day shall be deemed as last date of submission and opening of proposals without any change in time schedule. No separate notice to this effect shall be issued.

1.8.7 Prospective applicants can seek any clarification regarding architectural design competition from the office of General Manger(BD), REC Ltd, Core-4, SCOPE Complex, 7-Lodhi Road, New Delhi – 110 003, INDIA (Phone: 0091-11-24369690, 24363613, Fax: 0091-11-24365815, E-mail: pksinghal@recl.nic.in.)

1.9 Comments or Suggestions of the Architect/ Architectural Firm

Bidders shall submit their comments, suggestions or queries (if any) on competition guidelines/ regulation along with their expression of interest in the form 'D'.

1.10 Judgment and Intimation

The entries would be judged on the basis of qualifying requirements of the intending participants as also their appreciation of the projects by Board of Assessors. Shortlisted participants for Stage-II would be suitably informed.

1.11 Pre-Competition Conference

A pre-competition conference for stage-II i.e. main competition will be held at REC Board Room, Core-4, SCOPE Complex, 7-Lodhi Road, New Delhi-110003. The date & time for pre-competition conference shall be intimated separately to the shortlisted architects/architectural firms. Answer to the queries of participants will be provided in this conference as far as possible. However international architects/ architectural firms may choose not to attend the pre-competition conference. Reply to their queries, comments or suggestions and any other modification(s) accepted shall be sent to them through post/e-mail.

INFORMATION MEMORANDUM

2.1 Design Criteria

The entries would be judged on the criteria/ requirement given in the booklet and on the following parameters:

1. Legibility of the building with regard to usability, efficiency & circulation.
2. Usage of sustainable materials and eco-friendly design of the built/un-built form.
3. The design of the buildings form as an urban land mark in Gurgaon and Hyderabad.

2.2 Landscaping

The submissions would include a plantation plan for the entire campus, water bodies, mounds and green cover and soft development along with orientation of buildings which speaks of sensitivity to climate, efficient use of natural resources and materials. A concept note on these aspects is to be submitted.

2.3 Environmental Sustainability

The design should incorporate strategies for environmental sustainability and following specific aspects should consciously be addressed in the concept stage itself :

- Climatic conditions and site planning
- Efficient water management and waste water treatment techniques.
- Solar Energy design
- Use of building materials
- Use of appropriate building technologies
- Efficiencies of energy systems.
- Intelligent Lighting Systems
- Intelligent Lifts / Elevators
- Water Harvesting

The report should consciously address ideas on these issues and incorporate them in the design.

The Jury will also consider the above environmental criteria apart from design criteria for assessment.

2.4 Signages

A concept scheme for signage systems shall also form part of the submissions.

2.5 REC World Headquarters at Gurgaon:

2.5.1 Space Requirement

The proposed plinth area to be constructed is approx. 16,890 sqm (1.82 lakh sq. feet) & two basement of approx. size 9,295 sqm (1.0 lakh sq feet) each. Tentative requirement of space for office building is assessed and is at **Annex.-I**. The requirement is tentative and shall be finalized in consultation with the selected architect. The space requirement is as under:

- a) Office space for CMD and Directors and their secretariat, EDs, GMs and other officials/Staff - 66,500sq.ft. (about 6180 sqm).
- b) Other facilities like board room, auditorium for about 400 persons, conference room for about 150 persons and associated facilities, canteen, etc -23,000sq.ft (about 2140 sqm).
- c) Space required at every floor like meeting room, visitors lounge, photocopier cum documentation centre, IT room, record room/storage area- 2500sq.ft (about 232 sqm) per floor.
- d) Two level basement of 1 lakh sq.ft. (about 9294 sqm) each.
- e) To keep projected scope for expansion of REC activity and for its new companies to 10% of the existing requirement to utilize full FAR i.e about 1.8 lakh sq feet (about 16890 sqm) area and leave rest of the area/floor i.e not required by REC for purpose of leasing out/renting.

2.5.2 Details of Land

Haryana Urban Development Authority (HUDA) had allotted a plot no I-4, City Centre, Sector-29, Gurgaon, Haryana) measuring about 4.22 acres (about 16,890 sqm i.e about 1.8 lakh sq.feet) with FAR equal to one. A site plan of plot of land at Gurgaon is at **Plate-I**. The site is largely flat. Four number photographs of the plot/nearby area are given as **photo-1-4**.

2.6 REC Township at Gurgaon:

2.6.1 Space Requirement

REC township at Gurgaon shall accommodate 490 officers and staff apart from other common

facilities like guest house, community centre, health club, dispensary, etc. Tentatively total constructed area for residential purpose shall be about 0.71 million sq feet (about 66000 sqm) and for other associated facilities shall be about 21,000 sq. feet (about 1950 sqm). The tentative accommodation details alongwith facilities to be created are at **annex-II**. The requirement is tentative and shall be finalized after selection of Architect in consultation with the selected architect.

2.6.2 Details of Land

HUDA has issued letter of intent for allotment of 10 acres (about 40,000 sqm) of land in Sector-57, Gurgaon for construction for REC staff colony. The site is largely flat. Site plan of the plot of land is at **Plate-II**.

2.7 Upgrading of CIRE, Hyderabad

2.7.1 Existing Infrastructure:

The sprawling complex of CIRE is spread over an area of about 14.58 acres with Administrative, Teaching and Hostel blocks. It is located on National Highway No. 7, Shivaramapally, Hyderabad which is about 23 km away from the airport. Topographical map of Central Institute for Rural Electrification(CIRE) showing plans of existing structures & contours are given in **Plate-III**. To have an idea about the existing structures seven photographs (**Photo 5-11**) has been put up in this document. Existing structures has about 41,840 sq.ft. constructed area as detailed below:

Sr.No.	Existing Structure	Constructed area (sq.ft)
1	Administrative Block (155' x 43')	6665
2	Teaching Block (180' x 77')	13860
3	Hostel Block (191 x 47')	8977
4	Kitchen & Dining room (72' x 60')	4320
5	A.C. Plant (91' x 78')	7098
6	Pump Room (22' x 10')	220
7	Water Treatment Plant (35' x 20')	700
	Total Constructed area	41840

2.7.2 Requirement

The tentative requirement for CIRE as assessed is around 1,30,000 sq.ft. of constructed space to

house the following facilities. The Architect/ Architectural firm shall consider the entire area and existing infrastructure while planning the Institute & its Campus.

- a) Minimum of three modern lecture theater (each theater to be complemented with a set of three smaller rooms for seminars and project work);
- b) Conference room/auditorium for around 150 persons;
- c) Modern library cum resource centre;
- d) Exhibition-cum museum facility;
- e) Hostel facility for around 100 officers and guest faculty (40 single rooms, 40 family suits and 20 rooms for guests and resource persons);
- f) IT labs and Simulator Laboratories for virtual training using modern technology
- g) Sports & recreation facilities
- h) About 10 flats of different sizes for the residence of Director, permanent faculties (five) and other supporting staff (four).

The requirements are tentative and shall be finalized in consultation with the selected architect.

2.8 Information about Gurgaon:

Gurgaon is a district head quarter in the state of Haryana and is one of the satellite towns of Delhi. Gurgaon is the most rapidly developing area of Greater Delhi located in the National Capital Region and is close to Delhi International and Domestic Airport. Gurgaon has emerged as the hub of IT and other new-age businesses. It has Technology Park at Phase IV and Phase V. Its proximity to the national capital of Delhi is an added advantage. Gurgaon is home to offices of several MNCs. More about Gurgaon can be seen on websites like:

<http://www.emporis.com/en/wm/ci/bu/?id=102893> <http://gurgaonblog.com/category/buildings-in-gurgaon/>

<http://gurgaon.nic.in>,
<http://www.infoindiagurgaon.com>
<http://www.gurgonsearch.com>
<http://www.gurgaonpages.com>

Location plan of Gurgaon Town showing location of sites for REC World Headquarters & REC Township is given in **Plate-IV**.

2.9 Information about Hyderabad

The capital of the state of Andhra Pradesh, Hyderabad is the fifth largest city in India with an ancient civilization and culture. Attached to the city is its twin, Secunderbad, which is part of Hyderabad. The twin cities of Hyderabad and Secunderbad are

separated by the Husain Sagar, an artificial lake constructed during the time of Ibrahim Quli Qutb Shah Wali in 1562 A.D. The city is nearly 400 years old and is noted for its natural beauty, mosques and minarets, bazaars and bridges, hills and lakes. It is perched on the top of the Deccan Plateau, 1776ft., above sea level, and sprawls over an area of 100 Sq. miles. More about Hyderabad can be seen on websites like:

<http://www.hyderabad.co.uk>
<http://202.41.85.117/geon/abouthyd.html>
<http://www.reachouthyderabad.com> and
http://www.fullhyderabad.com/htdocs/visiting_the_city/home.phtml,

MAIN COMPETITION - GUIDELINES

Depending on qualification criteria and design sketches the architects/architectural firm would be shortlisted and requested to participate in the Global Architectural Design Competition to provide architectural concept & architectural designs for REC World Headquarters, REC Township and upgrading of CIRE. The design competition shall be regulated as per following guidelines.

3.1 Scope of work for Architect/Architectural Firms for design competition

The concept/design provided by the selected Architect/Architectural Firm for architectural design competition for each project shall contain the following:

- 1 Service requirements (Area wise), Structural systems etc.
- 2 Space programme
- 3 Master plan indicating the site zoning and the building location.
- 4 Conceptual building plans (Floor plans) containing the following:
 - Sections & elevations
 - Equipment / Furniture layout
 - 3D view/model and blow-ups of critical areas/ computer walk through etc.
 - Internal & external finishing details with area chart
- 5 Budgetary cost estimates – Component wise.
The Architect/Architectural firm would be expected to make presentation to Jury /Board of Assessors for duration of around 30 minutes. The presentation has to be in the form of an interactive CD.
The selected architectural concept and architectural designs shall be finalized for development of REC's World Headquarters, Township & Upgrading of CIRE.

3.2 Submission Requirement of Designs

3.2.1 Report:

This should be a bound booklet of A-4 size with page number. The report should discuss the following:

- The Architects visualization of the project.

- The design proposal highlighting how it addresses the various issues discussed in information memorandum and any other points which the architect/architectural firm has felt relevant to the design. Competitors may use sketches/3D views to explain design concepts and innovations.

3.2.2 Drawings

- a) **Layout Plan:** This shall indicate layout of building and necessary infrastructure and area details as per REC requirements along with sufficient corresponding sections.
- b) **Landscape plan:** This shall indicate hard and soft areas, types of plantation, and other Landscaping element etc. along with corresponding sections.
- c) **Circulation Plan:** This shall indicate details of vehicular and pedestrian movement, parking, and access to the buildings/blocks along with corresponding sections.
- d) **Building Plans:** This shall indicate Floor-wise building plans of block/blocks.
- e) **Elevations and Sections:** typical to explain the salient elements of the scheme are to be submitted. Conceptual details and sketches of architectural form & feature shall also be highlighted.

Scale of the Drawings:

All Plan	-	1:200 for REC World Headquarters (preferable) 1:400 for REC Township & Upgrading of CIRE (preferable)
Elevation	-	1:200 (preferable)

3.2.3 Model

A model of the design scheme at a scale of 1:200 scale for REC World Headquarters and 1:400 for REC Township & Upgrading of CIRE is expected from the competitors.

All drawings should be submitted in A-1 size excepting the layout plans, which can be in A-0 size with the total number of drawings not exceeding 20 numbers for each project.

3.2.4 CD

The entire design proposal shall also be submitted on CD. The presentation has to be self-explanatory and in the form of an interactive CD of a maximum duration of 30 minutes. All drawings submitted on CD shall be in “dwg” format, readable in Auto CAD Release 2004 or later version.

MAIN COMPETITION-REGULATION

4.1 Board of Assessors/Jury

REC would appoint members of Board of assessors/ Jury for conduct of competition from renowned Architects/Architectural Institute/Architects from Govt Deptt /Architects from Public Sector undertaking/its own senior officers.

4.2 Participation Prizes (For Each Project)

The prizes would be awarded as under:

- | | | |
|-------------------------|---|--|
| a. Winner | - | Award of architectural work of the project |
| b. Participatory prizes | - | INR Rs. 1,00,000/- (5 number maximum) |

The participatory prizes will be paid to only those participants who secure minimum marks set by jury.

4.3 Broad Scope of Work for Selected Architect

The detail scope of work for selected architect/ architectural firm, responsibility of architect/ architectural firm and REC, stages of payments etc shall be mutually agreed to. However the broad scope of work for selected Architect/ architectural firm shall include the following but not limited to:

1. Preparation of concept, preliminary, detail design and construction drawing for all discipline required for the project & approval of drawings from all local/statutory authorities.
2. Bill of quantities & specifications.
3. Periodic site inspection and evaluation of Construction works.
4. Completion Report and drawings for issuance of completion/ occupancy certificate by statutory authorities.
5. Preparation of as built drawings
6. Issuance of occupancy certificate from the statutory authorities.

A separate agreement shall be signed between Architect/architectural firm and REC regarding

detailed scope of work, responsibility of architect/ architectural firm and REC, stages of payments etc.

4.4 Proposal Submission Form

The applicant should submit the proposal through letter of submission attached in Form-‘E’

4.5 Financial Bid

Financial bid are to be submitted by the Architect/ architectural firm separately as per Form-‘F’ for comprehensive architectural services as professional fee. This professional fee shall include all staff cost, associate consultants/sub consultants cost (if any), drawing, printing, communication, travel, accommodation and any other cost incurred by the consultant in carrying out the services. The client will pay Service Tax as applicable. The fee shall be payable in stages as mutually agreed. Bidders have to keep their Bids / Quotations valid up to 180(One hundred & eighty) days from the date of submission of design/model. Financial bid of the prize winning entries only will be opened after announcement of the results.

4.6 Instructions for Submission of Designs & Financial Bid

Packet-1: In plain envelope, this should include all drawings/broad specifications accompanying documents, reports, photographs, time schedule, sketches, budgetary cost estimates and CD’s as detailed under the heading submission at **clause no. 3.2.1, 3.2.2 & 3.2.4.**

Packet-2: A separate plain envelope marked ‘Financial Bid’ shall contain the quoted professional fee charges for providing architectural services in Form- ‘F’ duly signed by the Authorized Signatory. The consultancy charges should be written legibly in words as well as in figures. **(clause no 4.5)**

Packet- 3: Model(s) packed & sealed in appropriate box (s) **(clause no 3.2.3).**

4.7 Judging Procedure

The shortlisted Architects/Architectural firms would be asked to make a presentation not exceeding 30 minutes on an appropriate day before

the Board of Assessors/Jury about the concept and design.

Deliberations of the Board of Assessors/Jury will be kept secret. The Jury after seeing presentation, reports, drawings, CD & model may select one or more firms whose designs are found suitable & acceptable. The decision of the Board of Assessors/Jury shall be final. The judging of the entries is likely to be completed within four weeks after the submission. REC would announce the results of competition within a period of one week after judging has been completed.

4.8 Insurance of Competition Design

Each competitor is responsible for insuring his/her entry against loss, damage or non-delivery up to the time of its receipt by the department.

4.9 Exhibition

All the entries including prize winning entries shall be put up for public display in REC premises for one week, where by all the architects/ competitors etc can have a look and feel satisfied about the fairness of the competition.

4.10 Returning of Entries

Within two month after the award of Jury, all entries except the designs awarded can be collected by the competitors from this office at their own cost. There after department will dispose off the entries.

4.11 Copy rights & Rights of Ownership

REC retains all rights of ownership of the drawings/ designs including the reports, models etc., of the award winning designs as its property and can use them in its projects. Copy right of all designs including the designs winning the first prize will be that of the respective authors.

4.12 Disqualification

REC shall have the right to disqualify entries on account of the following reasons:

a) If received after the last date and time of submission.

b) If the competitor disregards any of the terms & conditions of the competition.

c) If the competitor attempts to influence any member of the Board of Assessors.

d) Giving misleading or false representation or on deliberately suppressing the information in the forms, statements and enclosures.

e) Record of past poor performance such as abandoning project, not properly completing the assigned project, or financial failures/ weaknesses etc.

4.13 Termination of the Competition

Against all expectations entertained by REC if none of the participants could be declared by the Assessors as the winner of the competition, the competition will be regarded as null and void.

4.14 Jurisdiction

All disputes arising shall be subject to the jurisdiction of the appropriate court at Delhi alone.

4.15 Settlement of Disputes

The decision of the Board of Assessors shall be final & binding on competitors. In the event of dispute not related to the judging procedure or the award of the Board of Assessors, which can not be settled amicably within thirty (30) days after receipt by one party of other party's request for such amicable settlement, will be referred to CMD of REC who may act as sole arbitrator or may appoint any competent person for settling the said dispute. The arbitration proceeding shall be held at Delhi. Disputes are subject only to the courts at Delhi.

In case the consultant is Public Sector Enterprise(s) or Government Department(s) all disputes shall be settled through Permanent Machinery of Arbitration (PMA) in the Department of Public Enterprises.

4.16 REC Rights

REC reserves the right to Postpone and/or extend the date of receipt of or to withdraw the competition notice without assigning any reason thereof, entirely at the discretion of the REC. In such an event, consultants shall not be entitled to any compensation in any form whatsoever.

REC also reserves the right to cancel the competition process and reject all or any of the proposals and will not be bound to accept any proposal or to give any reasons.

4.17 Disclaimer

The information in this document has been prepared to assist the applicants in preparing the non binding EOI and it is clarified that:

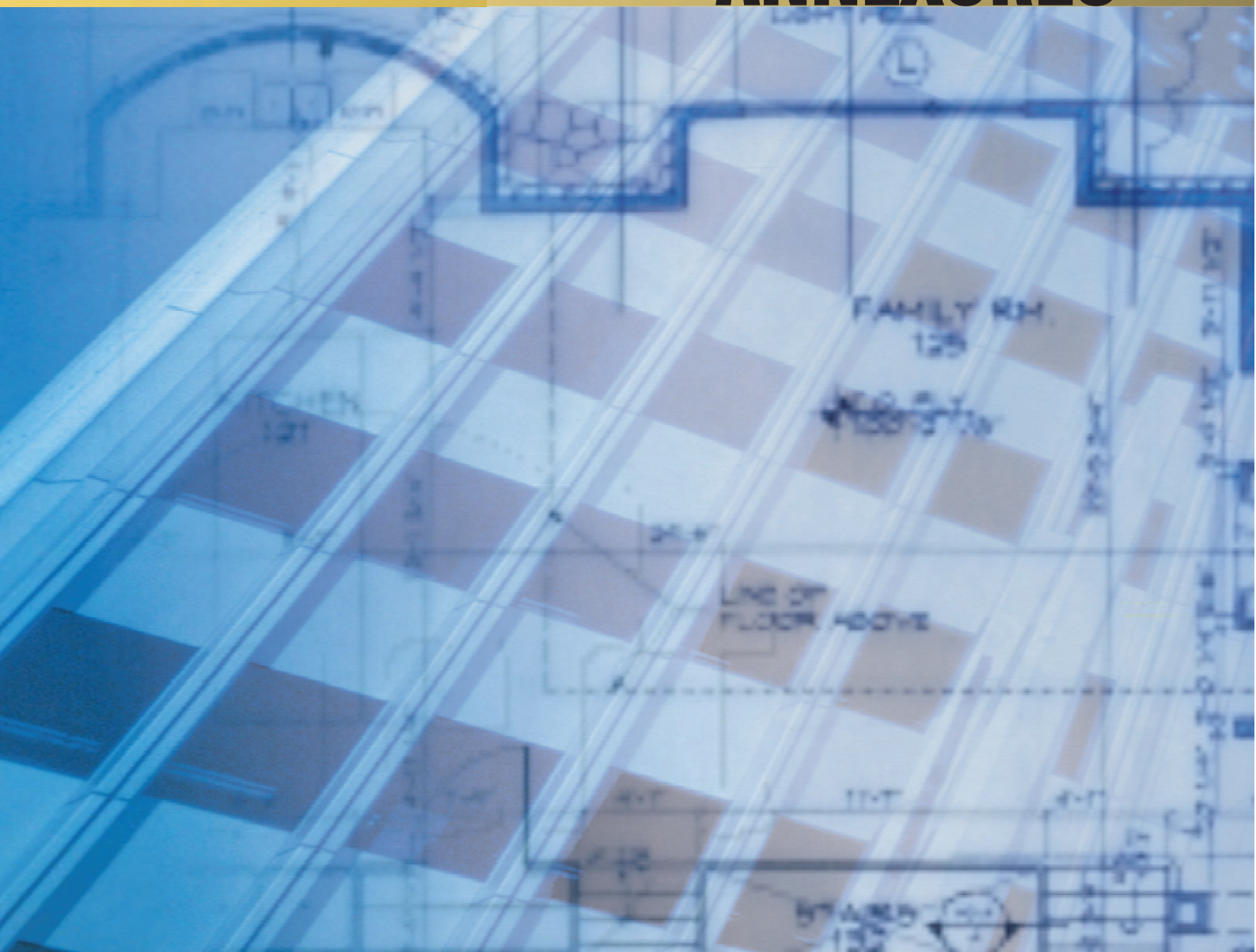
- i. It does not constitute an invitation to offer or an offer in relation to the transaction.
- ii. This document does not constitute any contract or agreement of any kind whatsoever.
- iii. This document does not, and does not purport to contain all the information that interested parties and their advisors would desire or require in reaching decisions as to the transaction. Interested applicant should form their own view as to what information is relevant to such decisions and make their own independent investigations in relation to any additional information.
- iv. Neither the information in this document nor any other written or oral information in relation to the transaction or otherwise is intended to form the basis of or the inducement for any investment activity or any decision to enter into any contract or arrangement in relation to the transaction and should not be relied on as such. Neither REC nor their employees or advisors shall be liable to any interested party or any Entity under any law including the law of contract, tort,

the principles of restitution or unjust enrichment or otherwise for any loss, expenses or damage which may arise, or be incurred, or suffered, in connection with this document, or any matter that may be deemed to form part of this document, or any other information supplied by or on behalf of REC or their employees or advisors or otherwise arising in any way from the selection process mentioned herein.

- v. REC is not bound to accept any or all the EOI design entries. REC reserves the right to reject any or all EOI design entries without assigning any reasons. No applicant shall have any cause of action or claim against REC or its officers, employees, advisors, agents, successors or assignees for rejection of this EOI design entries.
- vi. Failure to provide information that is essential to evaluate the applicant's qualifications or substantiation of the information supplied shall result in disqualification of the applicant.

It shall not be assumed that there shall be no deviation or change in any of the herein mentioned information. While this document has been prepared in good faith, neither REC nor any of their respective officers or employees or advisors or agents make any representation or warranty or shall have any responsibility or liability whatsoever in respect of any statements or omissions herefrom. Any liability is accordingly expressly disclaimed by REC or any of their respective officers, employees, advisors or agents, whether negligent or otherwise.

ANNEXURES



Annex.-I (1/2)

REC World Headquarters: Tentative Space Requirement for Officials/Staff

S.No.	Designation/ Organizational officials	No.	Space Required (sq.ft)	Separate Cabin required or not	Total Space Requirement (Sq.ft.)
1	CMD and his Secretariat	1	1500	Yes	1500
2	Functional Directors/CVO	5	800	Yes	4000
3	Executive Directors	8	600	Yes	4800
4	General Managers	16	400	Yes	6400
5	Chief	20	350	Yes	7000
6	Joint Chief	20	300	Yes	6000
7	Dy. Chief	30	150	Yes	4500
8	DD/ACAO/DPE	60	100	No	6000
9	AD/Sr.AO/APE	60	80	No	4800
10	SO/AO	100	80	No	8000
11	Staff	250	50	No	12500
12	Class IV Employees	80	12.5	No	1000
	Total staff	650			66500

Annex.-I (2/2)

REC World Headquarters: Tentative Space required for Other Facilities

S.No.	Description	Number	Tentative area required(Sq.ft)
1	Board Room	1	1000
2	Pantry-board room	1	200
3	Dinning Hall-board room	1	500
4	Waiting Room-board room	1	300
5	Auditorium	1	5000
6	Reception	1	2000
7	Telephone Ext. room	1	200
8	Coop. Society office	1	250
9	Ladies common room	1	300
10	Gents common room	1	300
11	Sports/recreation room	1	1000
12	Doctor's room	1	150
13	Waiting room for patient	1	100
14	Officer's Association	1	250
15	Employee's Union	1	250
16	Driver's room	1	200
17	Security personnel room	1	200
18	Canteen	1	3000
19	Kitchen	1	2000
20	VIP canteen	1	500
21	Stationery Room	1	1000
22	Strong Room	1	200
23	Diary/Dispatch Room	1	300
24	Library	1	1000
25	Server room/server	1	200
26	Maint. Room	1	500
27	Conference room	1	1000
28	Conference-dining room	1	700
29	Conference room-waiting/reception room	1	400
	Total		23000
	Space Required at each floor for:		
29	Photo copier cum documentation centre	1 on each floor	150
30	Meeting area	-do-	600
31	Visitor's area	-do-	200
32	I.T room	-do-	300
33	Store Room	-do-	200
34	Record Room	2 on each floor	500
	Total		2450
35	AHU	1 on each floor	as per requirement

Annex.-II

(i) Residential Accommodation (tentatively) required for Officials/Staff at REC Township at Gurgaon

S.No.	Type of House	Accommodation	Tentative Area/Flat (sq.ft.)	No of flats	Total Area (sq.ft)	Remarks
1	A	4 B-Rooms	3000	4	12000	Independent House/ Bungalow
2	B	4 B-Rooms	2500	24	60000	Flats
3	C	3 B-Rooms	2000	20	40000	-do-
4	D	3 B-Rooms	1800	200	360000	-do-
5	E	2B-Rooms	1300	12	15600	-do-
6	F	2B-Rooms	1100	150	165000	-do-
7	G	2B-Rooms	1000	10	10000	-do-
8	H	1B-Room	700	60	42000	-do-
9	I	1B-Room	600	10	6000	-do-
		Total		490	710600	

(ii) Other Associated Facilities (tentatively) Proposed in the Township

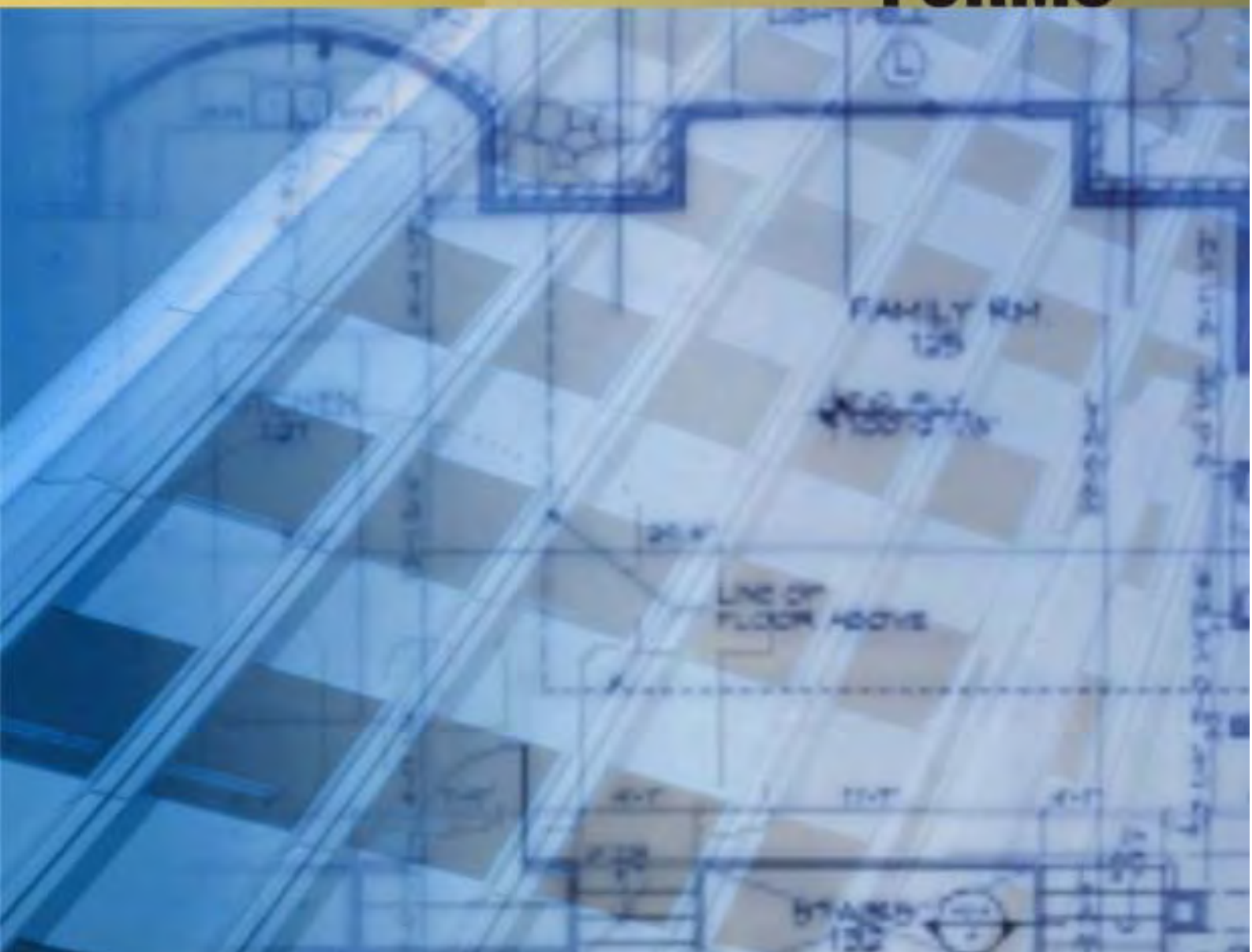
S.No.	Description	Tentative Area (sq.ft.)
1	Guest House suits(6 no) alongwith kitchen & common room	5000
2	Community Centre alongwith associated facilities	7000
3	Dispensary	1000
4	Health Centre	4000
5	Sports Room	2000
6	Officers Club	2000
	Total	21000

Grand total

731600 sq.ft

There is a provision of 600 units as against which we are designing only 490 units as present. Rest of the area can be left for future expansion, which can presently be used as open space/park/play ground.

FORMS



Form-‘A’
LETTER OF TRANSMITTAL
(For submission of EOI)

FROM:

To:

Rural Electrification Corporation Ltd.,
Core-4, SCOPE Complex,
7-Lodhi Road
New Delhi –110 003

SUBJECT : Submission of EOI from Architects/ Architectural firms for participating in Competition for providing Architectural Concept & Architectural Designs for Development & Construction of REC world Headquarters/ REC Township /Upgrading of CIRE

Sir,

Having examined the details given in EOI Notice and EOI document for the above project, I/we hereby submit the relevant information.

1. I/We hereby certify that all the statements made and information supplied in the enclosed forms ‘A’ to ‘C’ and accompanying statements are true and correct.
2. I/We have furnished all information and details necessary for EOI and have no further pertinent information to supply.
3. I/We also authorize REC or their authorized representatives to approach individuals, employers and firms to verify our competence and general reputation.
4. I/We submit the following certificates in support of our suitability, technical know-how and capability for having successfully completed the following projects along with prescribed format:

Sr.No.	Name of project	Certificate from
1		
2		
3		

Signature(s) of Applicant(s)
Seal of applicant

Enclosures: Details in Form- ‘B’, ‘C’, ‘D’ & Sketches (— no)

Date

FORM – ‘B’
ORGANISATIONAL STRUCTURE
 (To be submitted at the time of submission of EOI)

1)	Name & Address of the applicant	
2)	a) Year of Establishment b) Date & Year of commencement of practice.	
3)	Legal status of the applicant (attach copies of document defining the legal status) a) A proprietary firm b) A firm in partnership c) A limited company or Corporation / Joint venture / Consortia d) In case of Joint Venture. Copy of joint venture agreement (with signatures of lead members/or the lead member of the principal).	
4)	Names of Directors & other executives with designation and registration number with COA or with other recognized architectural body for other countries.	
5)	Details of the Contact Person authorized to act for the organization to whom correspondence could be made: (i) Name (ii) Designation (iii) Contact phone no. (iv) Fax no./e-mail address	
6)	Total No. of professional staff:-Architects:Office/ Township Building Planners: Structural Engineers:Quantity Surveyors:Others:	
7)	Was the applicant ever required to suspend the project for a period of more than six months continuously after you commenced the planning during last seven years? If so, give the name of the project and reasons of suspension of project.	
8)	Has the applicant or any constituent partner in case of partnership firm, ever abandoned the awarded project before its completion during last seven years? If so, give name of the project and reasons for abandonment.	
9)	Has the applicant or any constituent partner in case of partnership firm, involved in litigation for whatsoever reason with the client during last seven years? If so, give name of the project and reasons for litigation.	

10)	Has the applicant or any constituent partner in case of partnership firm, ever been debarred/black listed for competing in any organization at anytime? If so, give details.	
11)	Has the applicant or any constituent partner in case of partnership firm, ever been convicted by a court of law? If so, give details.	
12)	Authorization to seek detailed references	
13)	Number of Architects and other professionals indicating their deployment the proposed work	
14)	Any other information considered necessary but not included above.	

Signature _____
 Full Name _____
 And address _____
 _____ (seal)

FORM – ‘C’**List of Similar Projects Completed/Under Execution**

(To be submitted at the time of submission of EOI)

1. List of similar **projects completed** along with their cost, addresses & scope of work since last seven years.
2. List of similar **projects under execution** along with their cost, addresses & scope of work.
3. List of Structural, HVAC, Electrical & landscape consultants and their addresses.

Signature _____

Full Name _____

And address _____

_____ (seal)

Note: Please submit separate sheet for each project.

FORM – ‘D’

Comments/ Suggestions/Queries of Architect/Architectural Firm

(To be submitted at the time of submission of EOI)

On competition guidelines/regulations and requirements

- 1.
- 2.
- 3.
- 4.
- 5.

Signature _____

Full Name _____

And address _____

_____ (seal)

Annexure – 'E'

Design Competition

(To be submitted at the time of submission of Design/proposal)

Submission Form

(To be attached to the cover of the report)

FROM:

To:

Rural Electrification Corporation Ltd.,
 Core-4, SCOPE Complex,
 7-Lodhi Road
 New Delhi –110 003

SUBJECT : Submission of Proposal for providing Architectural Concept & Architectural Designs for Development & Construction of REC World Headquarters/REC Township / Upgrading of CIRE.

Sir,

I/ We _____ (name of firm) hereby submit our proposal as per the packets-1,2 &3 for providing Architectural Concept & Architectural Designs for Development & Construction of REC World Headquarters at Gurgaon/REC Township at Gurgaon/Upgrading of CIRE as per terms of the Design Competition.

Packet No-1	Packet No-2	Packet-3
Drawings — Nos Report — pages CD – No (in case more than 1)	Financial Bid	Model — Nos.

I/We, the undersigned, am/are to state that the design proposals are personal work and the drawings are prepared under my overall supervision. I am prepared to satisfy the Board of Assessors about bona fide authorship of the design submission.

Signature of the
 Solitary Competitor
 or Partner/Director of the Firm

Place

Date

Annexure – ‘F’**FINANCIAL BID SUBMISSION FORM**

(To be submitted at the time of submission of Design/proposal)

Description	Lump Sum Professional fee all inclusive but excluding Service Tax in INR (Rs.)	
	In Figures	In Words
Lump Sum Professional fee all inclusive but excluding service tax for Providing comprehensive architectural services as per scope of work given in competition guidelines for Construction & Development of: i) REC World Headquarters at I-4, City Centre, Sector-29, Gurgaon ii) REC Township at Sector-57, Gurgaon iii) Upgrading of CIRE, Hyderabad		

Note:

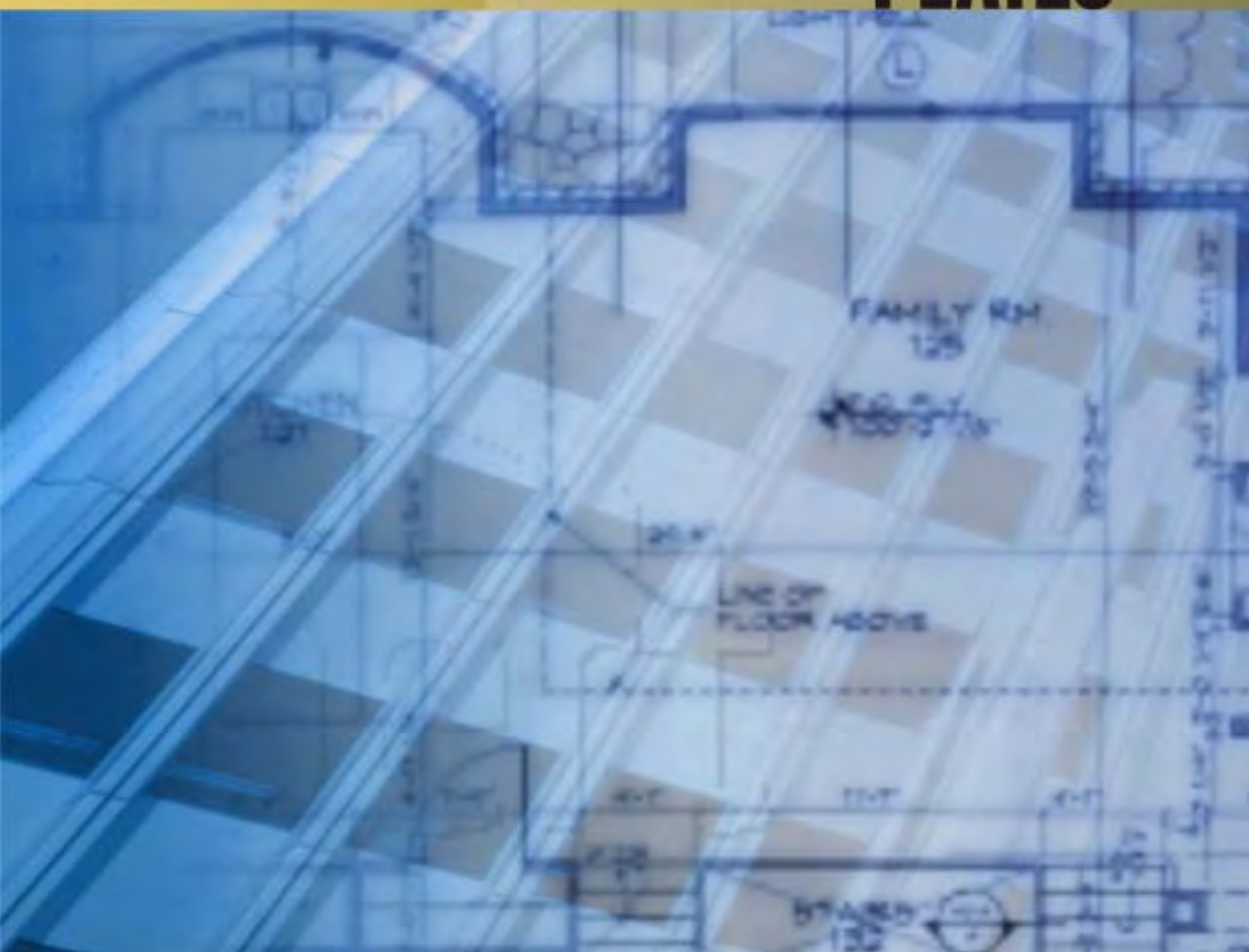
1. The professional fee should include overhead / out of pocket expenses. travel. Boarding, lodging, visits to site etc., however, exclusive of Taxes /Duties.
2. Taxes, Duties, if any, will be reimbursed at actual.
3. Quote seperately for each project.

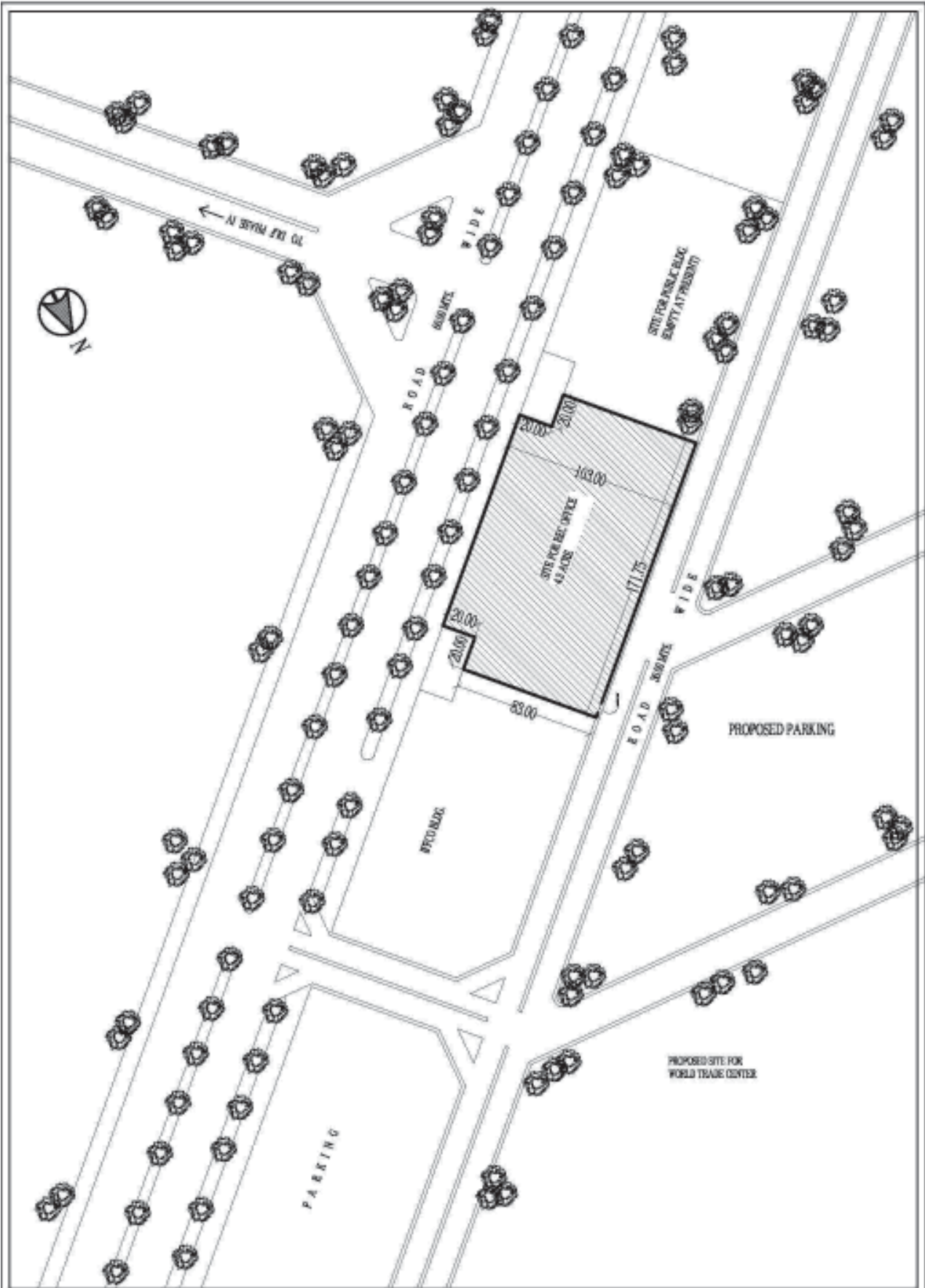
Signature of the
Solitary Competitor or
Partner/Director of the Firm

Place

Date

PLATES

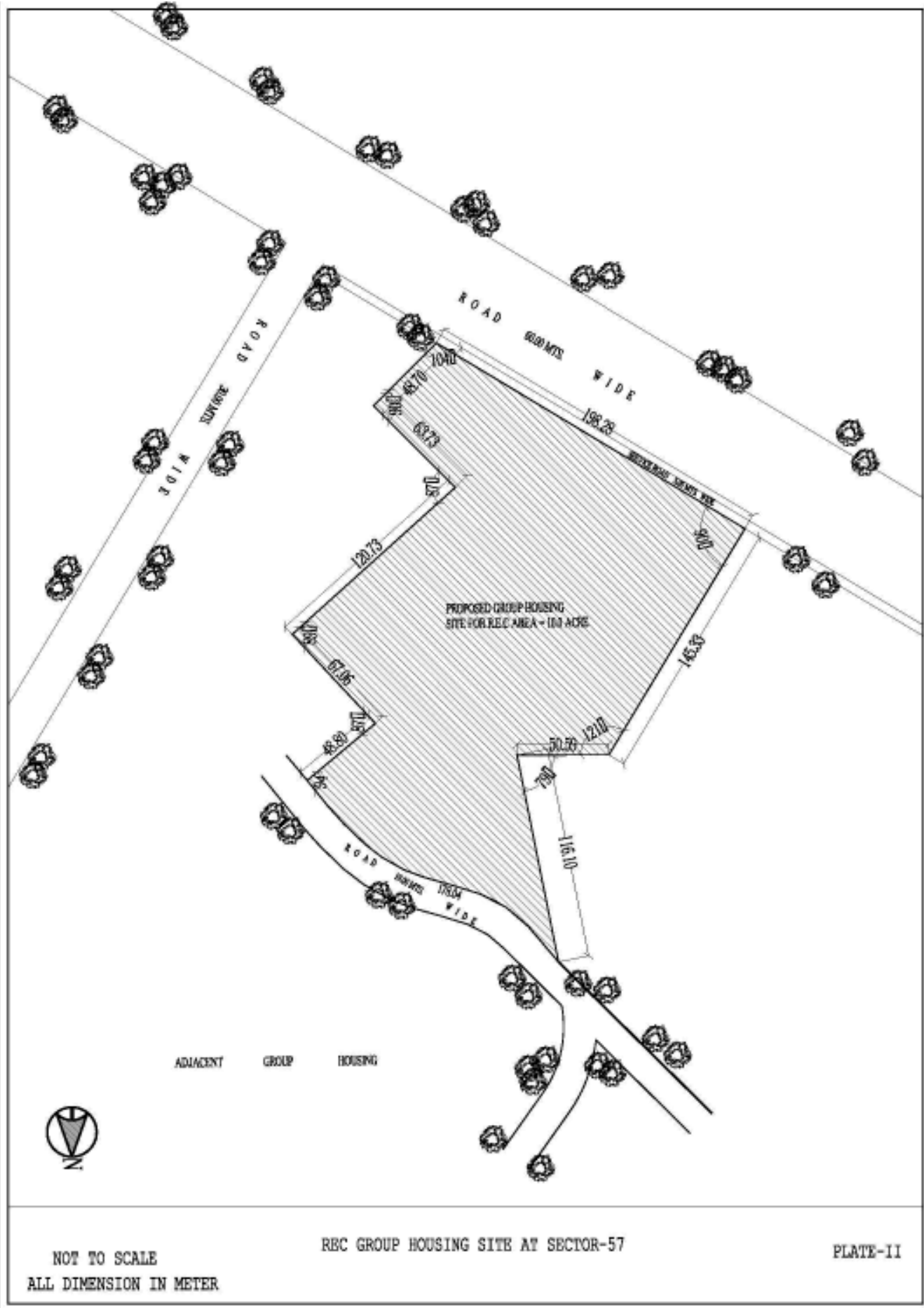




NOT TO SCALE
ALL DIMENSION IN METER

REC OFFICE SITE PLAN OF PLOT NO.1-4,
SECTOR-29, GURGAON

PLATE-I



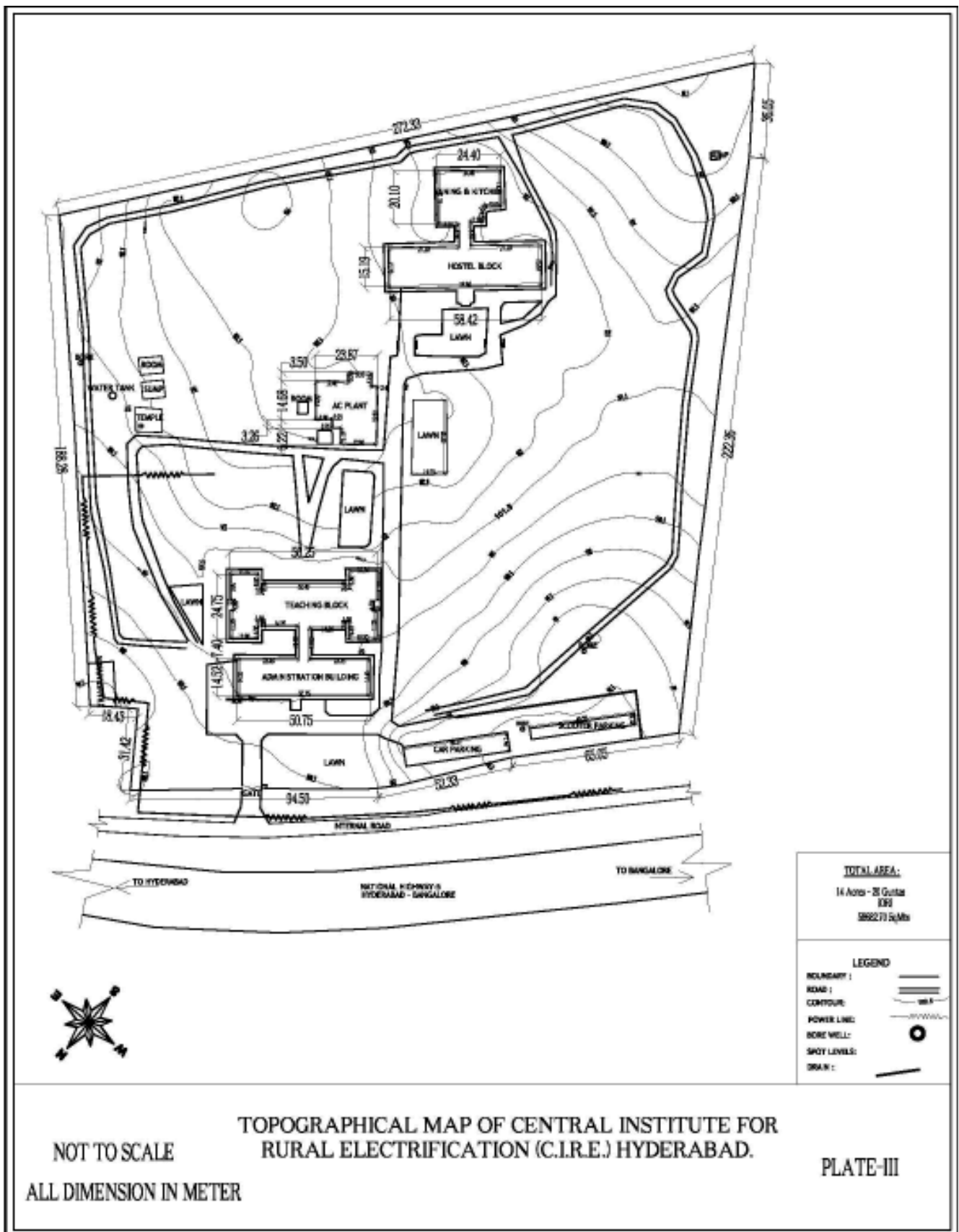


Plate-IV

LOCATION PLAN OF GURGAON



PHOTOGRAPHS

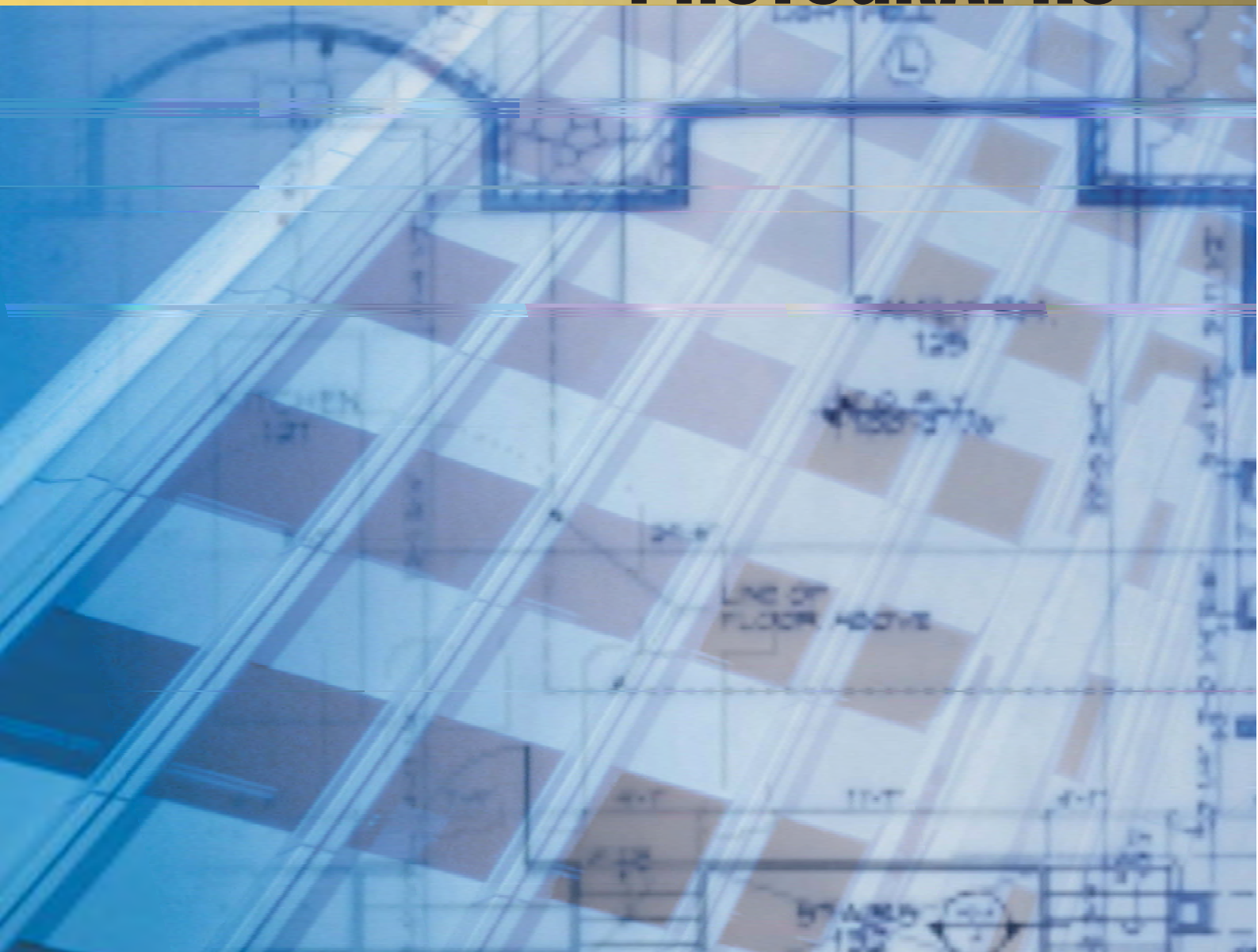




Photo-1: A View of Plot no I-4, Sector-29, Gurgaon for REC World Headquarters



Photo-2: Another View of Plot No- I-4, Sector-29, Gurgaon for REC World Headquarters



**Photo-3: Approach road to Plot No- I-4, Sector-29, Gurgaon
for REC World Headquarters**



Photo-4: A View of IFFCO Building at Plot No-I-3, Sector-29, Gurgaon



Photo-5: CIRE- Existing Administrative Building



Photo-6: CIRE- Another view of Existing Administrative Building



Photo-7: CIRE- Existing Hostel Building



Photo-8: CIRE- Another View of Existing Hostel Building



Photo-9: CIRE- Existing Dining Hall



Photo-10: CIRE- Existing Class Room



Photo-11: CIRE- Inside Existing Hostel Room



RURAL ELECTRIFICATION CORPORATION LIMITED
(A Government of India Enterprise),

