

Guidelines and Instructions For Selection of Project Management Consultant (PMC)

**FOR
CREATION OF ANIMAL HOUSE AND ADDITIONAL
SCIENTIFIC RESEARCH FACILITY AT CSIR-IGIB, SOUTH
CAMPUS, MATHURA ROAD, N. DELHI**



PMC DOCUMENT

**Institute of Genomics & Integrative Biology,
University Campus, Mall Road, Delhi –110007.**

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CHAPTER-1

Preamble and Selection

Process of PMC

1.1 Preamble

The Council of Scientific & Industrial Research (CSIR), the premier industrial R&D organization in India was constituted in 1942 by a resolution of the then Central Legislative Assembly. It is an autonomous body registered under the Registration of Societies Act of 1860.

CSIR-Institute of Genomics and Integrative Biology (IGIB) is one of the constituent units of Council of Scientific and Industrial Research (CSIR), New Delhi. The Institute is situated in Delhi University Campus; Near Jubilee Hall at Mall Road, Delhi-110007 and at Mathura Road, near Sukhdev Vihar, DTC bus depot New Delhi -110025. CSIR-IGIB is a premier institute of CSIR and is engaged in high end research and its application at cutting edge of life Sciences for generation of new knowledge, Products, Processes and technologies.

CSIR - IGIB has made significant strides in the area of gene and cell therapies with multiple successful proof-of-concept demonstrations achieved in preclinical systems. The institute is now poised to move these technologies from Technology Readiness Level (TRL) 3 to TRL 7, which mandates robust in vivo validation platforms and cGMP-aligned cell processing capabilities.

However, the absence of in-house animal and stem cell facilities is proving to be a critical bottleneck in accelerating translational progress. Deferment in setting up these essential infrastructures is directly delaying the development pipeline for therapies with potentially high clinical and socio-economic impact, including treatments for rare genetic disorders and cancers.

The proposed facilities will not only serve current gene and cell therapy programs but also act as a national resource for advanced biomedical research and translational innovation in line with CSIR's mission and national health priorities.

Keeping in view of the present requirement of CSIR-IGIB for "Creation of Animal House and Additional Scientific Research Facility at CSIR – IGIB, Mathura Road, South Campus, New Delhi – 110025", this project is essential.

The proposed construction of Creation of Animal House and Additional Scientific Research Facility at CSIR – IGIB, Mathura Road, South Campus, New Delhi – 110025 to be constructed at estimate cost of Rs. 5510.32 Lakhs (approx.) as per budgetary provision. The proposed building shall be constructed at CSIR – IGIB, Mathura Road, N. Delhi.

1.1.1 Objectives:

It is proposed to engage a Project Management Consultant (PMC) to manage all the activities involved in the project like planning, design and execution. The scope of work of PMC include providing planning, design and drawings related to architectural, structural, plumbing & sanitary, waste disposal, furniture & furnishing, electrical, mechanical, fire fighting& alarm system, air conditioning, data & net working, UPS, and other allied services etc along with managing execution of works by appointing contractors through competitive bidding system.

CSIR-IGIB is looking for **PMC which have mandate to carry out civil and electrical works under compliance amended rules 133(3) of GFR 2017 and having experience and knowledge of successfully executing the similar project like Animal House Building, Biological Laboratory Building, Medical Institute and Hospital complex,**

Biotech parks etc. The engagement / selection of PMC will be done through open tender in CPP Portal inviting public sector undertakings for this purpose. It is expected that PMC should have Architect, Engineers, and Specialist with relevant expertise along with expert scientific inputs. In case the PMC lacks some expertise in house it may associate the same from outside in its team for this project in consultation with CSIR – IGIB.

- 1.1.2 The built up area of proposed building will be **7687 sqm, (proposed as G+4 with Basement)** which will be constructed within the existing campus of CSIR-IGIB, south campus, N. Delhi. The building will be constructed at an approximate cost of **INR 5510.32 Lakhs** which includes all services, furnishings and external development work etc. required to make the building fully functional. The above project cost is indicative and may vary after actual finalization of the proposal.
- 1.1.3 In addition to above, PMC is required to provide inputs for planning & designing of specialised services / utilities for various lab buildings as per standard engineering practices, waste management, energy efficiency and other allied services etc. along with obtaining necessary statutory approvals/NOC etc if any.
- 1.1.4 PMC should also have expertise in contemporary building construction that allows longer clear spans, thinner slabs, fewer beams and more slender structural elements in order to minimize overall building height/floor-to-floor height by adopting latest technology like Post-tensioning or any advanced methodology that allows a significant reduction in building weight versus a conventional concrete building so as to reduce the foundation & seismic Load, and considerable savings in mechanical systems and façade costs.
- 1.1.5 PMC will prepare various design & drawings, estimates, execute, superintend and perform other duties as stated in the terms & condition in Chapter 4, 5 & 6. PMC will obtain all necessary clearances from statutory authorities like State Pollution Control board, Municipal/local Urban bodies, Urban Development Authority, DUAC, Electricity deptts, public health, forest, Environment, airport authorities etc as applicable, electricity service connection, water/sewerage connection etc & all required NOC for constructions etc. CSIR-IGIB will provide required documents for the purpose. Necessary costs towards press advertisement, soil testing and surveying (if any required) shall be reimbursed by CSIR-IGIB as per actual.

1.2 Selection Process of Project Management Consultants:

The PMC shall be selected based on Quality and Cost Based Selection (QCBS) wherein 70% weightage will be given for Technical Bid and 30% weightage will be given for Financial Bid. The Technical Bid will consist of 2 stages (i.e. Technical Bid Stage- I & II). In Technical Bid Stage-I, the bidders will be shortlisted based on laid down parameters and marks will be awarded for each parameter. Bidders scoring at least 60%marks in Technical Bid Stage-I will be eligible for Technical Bid Stage-II(Presentation). In Technical Bid Stage- II, the bidders will be evaluated by the selection committee as per the parameters laid down. The bidders scoring at least 75%

marks in the Technical Bid Stage-II (Presentation) will be eligible for opening of Financial Bid. The bidder scoring highest composite score after evaluation of Technical and Financial Bids will be the successful bidder and considered for award of work.

(Remark: The selection of the PMC is based on Quality and Cost Based Selection (QCBS), the participating bidders should not consider the “NO” option selected in the Work Item Details sheet of CPP Portal. The final score sheet as per the QCBS process of all the eligible participants shall be uploaded on CPP Portal.)

1.2.1 Objective of Selection:

The objective of the selection is to appoint a Project Management Consultant having required expertise as indicated above with innovative construction management approach especially to the time bound project, befitting to this contemporary era of globalization endowed with modern concepts by using cost effective technologies.

1.2.2 Eligibility Criteria:

Any govt. PSU's which have the mandate to carry out civil and electrical works under compliance of amended Rule 133(3) of GFR 2017 are eligible to participate in tendering. However interested PSU's should have experience and knowledge of successfully executing the similar projects like modern Animal House Facility/ biological laboratory buildings, medical institutes and hospital complex, Biotech parks etc.

1.2.3 Evaluation of Technical Bid Stage-I

The eligible PSU's will be shortlisted by CSIR–IGIB and awarded marks as detailed below:

- i. 10 marks each for completed similar projects of 80% of the project value or 2 similar projects of 60% value of the estimated cost of the proposed new Project of CSIR- IGIB. The projects those are completed in all respect in **last ten** years shall only be considered.

Maximum Marks: 40

- ii. 05 marks for having provided PMC services for each similar projects in hand (on-going projects whose construction have physically started at site) of 80% value or 2 similar projects of 60% value of the estimated cost of the project.

Maximum Marks: 30

- iii. 05 marks for each of the PMC projects (meeting eligibility criterion at Clause 1.2.3 (i) above) having been completed within the stipulated completion period as specified by the Employer/Owner.

Maximum Marks: 15

- iv. 05 marks for each 5star rated green building, 04 marks for each 04 star rated green building & 03 marks for each 3 star rated green building (project must have rating and certification from GRIHA) completed during last 10 years.

Maximum Marks: 15

1.2.3.1 All those **PSUs** who score 60% and above marks in the Evaluation of Technical Bid Stage-I will be eligible for Technical Bid Stage-II (Presentation) before the Selection Committee.

1.2.3.2 The weightage of the Technical Bid Stage-I towards final evaluation shall be 30%.

1.2.4 Technical Bid checklist

The technical bid should include the following:

1. Details of similar projects handled by PMC (initiated and completed in the last 10 years) accompanied with project report (indicating management planning, time schedule), completion certificates from the owner/employer, actual photographs and copy of award letter and completion certificates etc. in support of the similar projects.
2. List of similar projects in hand with PMC in report format with description of projects, cost, time limit, targets, present status of work, list of various statutory clearances obtained and its current status, Copy of Award of work, hindrances if any, etc.
3. Copy of certificates from the Owner/Employer regarding successful completion of project within the stipulated completion period.
4. Copy of green building rating certificates from GRIHA or such organizations for the similar projects completed during last 10 years.
5. Report explaining PMCs approach, particularly in relation to this project, describing implementation strategies starting from conceptualization, phasing, development approach, time management, etc.
6. List of Project Manager and Engineers available with the PMC, who will be deputed to manage the project.
7. The composition of the core team to be deployed on permanent basis by the PMC. The number of officers, their levels and their qualifications may be indicated.

8. An undertaking that the team deployed for the execution of the project will not change without the prior consent of CSIR - IGIB.

1.2.5 Technical Bid Stage-II

- 1.2.5.1 The salient features of the project with programs/ activities under it are given in Para1.1(Preamble). The details of the project can be noted from Chapter 2&3.All interested PSUs are advised to visit the site before submitting their proposal for providing PMC services. The participating PSUs will cover the following aspects in their presentations: -

- i. Methodology used for handling Project Management Consultancy of a project of similar type, size and magnitude bringing out the complex nature of the project and the expertise of the PMC in handling it, including the client management interface and progress reporting process to be illustrated through sample reports from successfully executed projects in the past.

Maximum Marks: 30

- ii. PMC capabilities in handling a project of this nature, specifically the extent to which the PMC can offer value addition to the project to improve cost controls, adherence to timelines, efficiency and quality, Liaison capability in obtaining approvals from various statutory authorities/Urban Local bodies etc.

Maximum Marks:20

- iii. The broad vision and management planning to be adopted for execution and completion of this project including Time management for complete development of the total project in the form of BAR/PERTCHART, Resource management which includes manpower proposed to be deployed on the project for proper and effective monitoring, Quality Management approach, Cost Management (which shall be presented in the form of preliminary estimate of the proposed project) and development strategy for completing the overall project in the stipulated time and approved cost.

Maximum Marks: 30

- iv. Green building approach of the PMC towards achieving sustainability of the proposed project of CSIR - IGIB by incorporating principles, techniques and materials that conserve natural resources and improve environmental quality throughout the building's entire life-cycle.

Maximum Marks: 20

- 1.2.5.2 In the Technical Bid Stage-II (Presentation) 45minutes time will be given to each

participant. PMC will have to arrange their own equipment's/media for making presentations.

- 1.2.5.3 All those PSU's who score 75% and above marks in the Technical Bid Stage-II (Presentation) will be eligible for opening of Financial Bid.
- 1.2.5.4 The weightage of marks scored in the Technical Bid Stage-II(Presentation) shall contribute 40% towards the final evaluation.
- 1.2.5.5 The Selection Committee may choose to visit the works involving PMC services of PSUs to make the above assessment.

1.2.6 Financial Bid

All the participants will be required to quote their lump sum consultancy fee including all taxes and levies inclusive of GST etc. in Indian rupee for providing their project management services. The detailed scope of work and agreement format containing other terms & conditions are detailed in Chapter – 4 to 7. The Financial Bid format, as given in Annexure–A, will be submitted by the **PSUs through CPP portal** along with the Technical bid. It may be noted that Financial Bids of only those (one or more) PSUs will be opened and considered whose Technical Bids (Stage-I & II) are found acceptable by the Selection Committee. The weightage of the Financial Bid shall be 30% towards the final evaluation. Bids shall be valid for a period of 90 days from the date of opening of Financial Bids.

1.2.7 Instructions for submission of Technical & Financial bid

Tender Fee amounting to Rs. 1500.00 (One Thousand Fifteen Hundred only) in the form of demand draft in favor of Director, IGIB, Mall Road, Delhi-110007 payable at State Bank of India, Delhi University Branch, Delhi is to be submitted in original at the specified date, time and place as mentioned in the para 1.2.12. Tender fee can also be paid through online/digital payment to the Bank Account of Director, CSIR-IGIB, A/c No. 30268199494, IFSC Code – SBIN0001067 at SBI, Delhi University branch specified as above only. Technical bid should include all accompanying documents, reports, photographs, time schedule, management planning, proof of payment of tender fee (copy of Demand draft/online payment slip) etc. of projects of similar nature already satisfactorily completed and/or in progress and submitted through CPP portal.

Financial bid as per the format enclosed in **Annexure –A**, should be submitted through CPP portal.

1.2.8 Disqualification

The selection committee may disqualify bids on account of the following reasons: -

- (a) If received after the last date and time.
- (b) If the firms disregards any of the terms & conditions of the bid.
- (c) If the participants attempts to influence any member of the selection board.

The decision of the selection committee in the matter of disqualification shall be final and binding on the firms.

1.2.9 Termination of the bid

- a. Against all expectations entertained by CSIR - IGIB, Delhi if none of the participating firms could be declared by the selection committee as the winner of the bid, the bidding will be regarded as terminated.
- b. The CSIR - IGIB, reserves right to accept or reject any/all bidders including the lowest bidder without assigning any reasons or whatsoever. The CSIR - IGIB, is not bound to accept the lowest bid.

1.2.10 Award of Work

The work of Project management consultancy services will be awarded as per recommendation of the selection committee based on the following formula:

- (i) Technical Bid Stage-I Marks: 30% Weightage
- (ii) Technical Bid Stage-II Marks: 40% Weightage

Note:-The Committee will award marks (TS) (out of 100 that will later be normalized with respect to 70 in the formula presented in 1.2.10.1) based on the proposal presented by PSUs.

- (iii) **Financial Bid Marks:** 30% Weightage. [The lowest Financial Bid (FL) will be given a Financial Score (FS) of 100 points. The financial score of other proposals will be computed as under:

$$FS=100 \times FL/F$$

Here FS is the financial score, FL the Lowest Financial proposal among all, and F the Financial proposal of the particular finalist.

- 1.2.10.1 For the purpose of calculation of composite score (S) for each PSU, the weightage shall be normalized to 70% for Technical Bid Score (TS) and normalized to 30%

for Financial Score (FS) of the respective finalist. The Composite Score shall be calculated using the following formula:

$$S=TS \times 0.70 + FS \times 0.30$$

- 1.2.10.2 PSUs will be ranked according to their composite scores and will be listed in the order of merit as H1, H2 and H3. The top scorer H1 will be eligible for award of work.
- 1.2.10.3 The PSUs with the highest marks will be appointed as Project Management Consultant. In case more than one PSU scores identical final marks, then the bidder, whose marks in the Technical Bid (Stage-I&II) are the highest, will be appointed as PMC.
- 1.2.10.4 The selection above does not automatically confer any right whatsoever on any PSU for award of work as described in the scope of services.

1.2.11 Settlement of Disputes

The decision of the selection committee shall be final & binding on participating firms. In the event of dispute related to the judging procedure or the award of the selection committee the settlement will be done by sole arbitration of the DG, CSIR or by the arbitrator appointed by him/her without recourse to the legal authorities.

1.2.12 Time Schedule

1.	Issue of NIT containing scope of work with terms & conditions	Date :07/10/2025 at 16.00 hrs.
2.	Date & Time of Pre-Bid meeting	Date: 15/10/2025 from 14:00 hrs to 17:00 hrs in Workshop-1 at CSIR – IGIB, Mathura Road, Delhi -110025
3.	Last Date & time of submission of technical & financial bid	Date: 27/10/2025 at 15.00 hrs.
4.	Last Date and Time of Submission of original Demand Draft/ Bankers Cheque against Tender Fee	Date: 28/10/2025 at 15.00 hrs. in the box kept at Reception of DG-1 Building of CSIR-IGIB, Mathura Road Campus
5.	Date of Opening of technical bid.	Date: 28/10/2025 at 15.30 hrs.

6.	Date and time of presentation by PSU's.	To be intimated Later
7.	Date of Opening of financial bid.	To be intimated Later

1.2.13 Additional Information

- Director, CSIR - IGIB reserves the right to:
 - i. Postpone and / or extend the date of receipt of or to withdraw the bidding notice without assigning any reason thereof. In such an event, consulting firms shall not be entitled to any compensation in any form whatsoever.
 - ii. Reject or accept proposals; and
 - iii. Cancel the bidding process and reject all or any of the proposal and will not be bound to accept lowest or any proposal or to give any reasons for the decision in the consultation with the selection committee.
- In case, the last date for submission & opening of tenders 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 indicated. No separate notice to this effect shall be issued.
- The ownership of the submitted materials of all PSUs shall lie with CSIR - IGIB, Delhi.

1.2.14 Pre-bid meeting:

A pre bid meeting will be held between the participating PSUs and CSIR - IGIB, Delhi to discuss any concerns or clarifications required by the PSUs applying for providing PMC services. The minutes of meeting will be circulated among all the participants in the PMC selection process within a week of the meeting.

CHAPTER -2

Architectural Program

ARCHITECTURAL PROGRAM

2.1 Background

Research work is not only dependent on human resources but also on basic infrastructural facilities. An efficient and conducive built environment is one such essential basic infrastructure. The proposed construction of Animal House and additional scientific research facility building needs to be well planned with suitably equipped and laid out laboratories with other support services and infrastructural facilities that create a functional and environmentally conscious R&D work Environment.

For development of infrastructure, CSIR-IGIB intends to create a modern, state-of- art building at CSIR-IGIB South campus at Mathura Road, New Delhi. The proposed building will preferably be a G+4 with basement area including all services. The PMC is required to develop the concept design based on the area & requirement given for various activities in consultation with CSIR-IGIB and prepare necessary construction document for obtaining the statutory approvals & execution thereafter. For internal space planning and for various services of the building, the PMC shall prepare the necessary design schemes based on the requirement of the CSIR-IGIB and finalize in consultation with CSIR-IGIB.

2.1 General Requirements

The proposed work includes construction of Basement & Ground+4 storey Lab building having built up area of ground floor (1180 Sqm) and first floor of (1180 Sqm) having all facilities like ramps, stairs, fire fighting, fire alarm system, air conditioning of desired area, external development as per site requirement. The area of upper floors shall be as permissible as per local bye laws.

Total area of proposed building is approx. **7687 Sqm** including service areas within the building. Considering the requirement for animal house, it is proposed to construct the lab building of G+4 floors, having all modern building services and facilities for R&D activities. The detail of the expected space for the different facilities is given below. However, PMC should review and propose modification in the requirement if necessary or as per the existing site and local conditions & bye laws. The proposed development is to be planned in accordance with the provisions of Local bye-laws and other statutory rules and regulations.

Since proposed development is to be planned in a running institute, works need to be planned to minimize disturbance in laboratory activities. This should be taken care of while planning for external development. Interlinking, up-gradation & augmentation of required services are to be planned and executed accordingly. The planning needs landscaping, road connection as

per the approved master plan of the campus. Site clearing including tree cutting or relocation etc., if necessary may be done as per the site condition.

- Entrance Lobby with sitting space for visitors in GF, toilet (male & female), drinking water (RO Water), divyang / barrier-free toilet, women`s room, etc., in all floors
- Provision of stairs& emergency stairs/exit as per norms.
- RCC water tank.
- Approach road.
- Ramps at desired locations.
- Telephone facility, UPS Power House, HVAC, Fire Alarm & Fire Fighting System, PA System, Building automation system (IBMS) etc.,
- CCTV system for indoors.
- LAN system along with WIFI access points.
- Provision for keeping electrical LT panel system and cabling from substation MV panel in ground floor.
- Provision for floor wise electrical power distribution board system.
- Provision for keeping housekeeping items / materials in all floors.
- Provision for in comer cabling from substation MV panel along with panel room in the proposed building.
- UPS facility.
- And other essential associated elements pertaining to animal house building as per the standards.

2.2 Specific Requirements for Animal House facility

- Specific architecture and building systems to maintain tight environmental control over the facility to avoid contaminants or pathogens, infectious outbreaks, and the transmission of odors.
- The care and maintenance of the experimental animals is a prerequisite for any sort of research.
- Clean environment for circulation and restricted entry of people, animals, material, supplies, and wastes.
- The room size and the special requirement depends on the animal type, cage sizing and cage systems are species-dependent.

- The continuous maintenance of temperature, humidity, lighting environments in these facilities must be without failure and should suit the animal requirements.
- Animals when brought into an animal house from a vendor outside, protocols must be followed to ensure the health and safety of the animals includes quarantine, health screening, and stabilization periods.
- Quarantine: This does not require sterile environment. New animals should be quarantined in a separate area, ideally at the entrance of the facility, to isolate them from the main herd or flock. Quarantine area should be located separately to prevent the spread of diseases.
- The duration of quarantine depends on the species, the source of the animals, and the potential risks involved. Quarantine periods vary from 7-20 days, based on the suggestion of the veterinarian.

2.3 Architectural Design Elements

- Floor-to-Floor Height- the height from floor to ceiling should be 4.2 meters minimum for accommodating the infrastructure support system distribution.
- Floor and Framing System- A stable, monolithic, (concrete), and capable of a 125 psf live load to dampen vibration is preferred. Epoxy terrazzo or resinous floor coatings are essential so as to maintain dust free, clean environment.
- Interior Walls and Partitions- Concrete units are preferred owing to their strength and stability with a smooth surface maintained by epoxy based coatings or moisture-resistant gypsum board.
- Doors- Size should be a minimum of 48" wide and 84" high or more in main areas for easy access for the required equipment's and the rest of the areas as per the standard door size may be planned. Doors should be open only inside, have red painted glass panels for blinding the light to the animals in the night and also permit the free movement of racks with integrated blowers. Further doors with view panels needs to be planned.
- Ceilings- should consist of moisture-resistant modular, EPS Insulated Clean room ceiling panels with minimum 50mm thick including provision for concealed wiring, latex paint or high-build coating, and sealant at intersections with walls and openings to ensure air and water tightness.

- And other associated specific architectural design elements & interiors pertaining to Animal house needs to be incorporated as per the required standards.

The following spaces may be considered while planning for the Animal House:

1. Entrance lobby with sitting arrangements.
2. Provision of stairs as per norms.
3. Barrier free ramp provision.
4. Worker`s room.
5. Dress Change room (men) & dress change room (women).
6. Air Shower area.
7. Operation theatre holding room 1.
8. Animal holding room no. 1.
9. Animal holding room no. 2.
10. Animal holding room no. 3.
11. Quarantine room no. 1.
12. Quarantine room no. 2.
13. Quarantine room no. 3.
14. Experiment room no. 1.
15. Experiment room no. 2.
16. Experiment room no. 3.
17. Washing area.
18. Autoclave.
19. Biomedical waste.
20. Necropsy.
21. Cold room.
22. Husk storage room.

23. Feed storage room.
24. Clean corridor.
25. Service corridor.
26. GF, toilet (male & female).
27. Divyang / barrier free toilet.
28. Any other associated utility provisions as per the standards.
29. Centralized AC in ground floor in animal holding and animal experiment room, operation theatre, etc.,
30. Staff room.
31. Veterinarian room.
32. Meeting hall/room.
33. Heating, Ventilating and Air-conditioning (HVAC) system along with AHU unit
34. Provision for emergency exit.
35. Provision of stairs as per norms.
36. Any other associated utility provisions as per the standards.

2.4 Design Concept

The proposed building shall be designed with the followings:

- The proposed building will be a leading-edge green facility Powered by renewable energy source and controlled by integrated building systems that create a functional and environmentally conscious work Environment.
- The proposed building will focus not only the lowering operational, maintenance and energy costs, but also on providing a work environment that will honor Employees' need.
- The integrated system will monitor and manage wide range of operations of about 40,000 points of control, through a Virtual Private Network (VPN) including lighting, HVAC, fire fighting and alarm, access control, security & Surveillance system, Communication system, rain water collection, carbon Monoxide/dioxide levels to window, blind controls, energy metering, Vertical transport, water management etc.

- Smart sensors will give employees individual room control for HVAC and Lighting
- Dynamic real-time data from every subsystem throughout the building shall be collected and centralized, allowing authorized personnel to respond immediately to faults or emergency alarms.
- The building should conform to the latest international standards.
- It should be spacious enough to avoid problems such as overcrowding, cross contamination, cramped working conditions. The environment should be generally dust free, pollution free, noise controlled. Temperature and humidity should be within the range expected to allow proper working atmosphere as per scientific requirements of each laboratory considered for Emergency exit of the laboratories may be planned considering the safety aspect.
- The basic lab module would be having bench space with utility services and the lab interiors to be designed on modular basis allowing re-configuration if required. Space for Project leader's office for each functional unit is to be located within the lab area.
- Division/discipline wise clustering of laboratories including much needed reshuffle in existing laboratories, to be decided in consultation with CSIR-IGIB.
- For each cluster a common mini conference room, office cum visitors' room.
- Pantry, coffee corner with lounge in all floors.
- Floor wise central facilities for ice making machine, distilled water machine, autoclave room, UPS room, modular cold room & constant temperature room, tissue culture room, store etc.
- Setting up of specialized biological laboratories like tissue culture room, bio-safety laboratories, constant temperature room, modular cold rooms etc. as per specific requirements
- Modular lab bench, reagent rack, fume hood, lab stool, anti-vibration table, instrument table & other similar lab utilities
- Office furniture like chair, writing table, computer table, cupboard, almairah, modular partition with modular furniture etc.
- Integrated automatic fire detection & fire fighting facilities for total building
- Security – IBM for selected areas & CCTV for total building & complex

- Emergency power supply – for entire building & complex by DG set.

2.5 PROPOSED INFRASTRUCTURE

Building Facilities

Building Materials: Durable, Fireproof, Seamless, Soundproof, Vermin and Pest Resistant

Floors: Smooth, Continuous, Moisture proof, Nonabsorbent, Skid proof and lesser joints, Resistant to wear, acid, solvents, adverse effects of detergent and disinfectant

Doors: Rust, Dust proof, Vermin and Pest Resistant with Vision panel and Door closure

Windows: Exterior windows as desirable for proposed building.

Walls & Ceilings:

- Smooth, Free from Cracks, Unsealed utility penetrations or imperfect junctions with doors, ceilings, floors and corners.
- Capable to withstand scrubbing with detergents, disinfectants and impact of water under high pressure.
- Durable and Fire resistant
- Seamless and Soundproof.

Drains:

- Not essential in rooms used exclusively as per requirements.
- When used, sloped floor with floor traps filled with water or corrosion free mesh essential.
- Adequate slope for rapid removal of water and drying of surfaces

Utilities:

- Water lines Drain pipes and Electrical connections to be accessible through service panels or shafts in corridors outside the rooms.
- Handling of Radio-active & chemical waste disposal
- Genetically modified animals holding facilities & experimentations.
- Microbial screening platform.

Environmental Condition:

HVAC System

- The complete air conditioning system shall have one point control through BMS. Motorized fire dampers compatible with fire alarm system shall be installed in each supply duct & return air plenum / duct.
- Forced mechanical ventilation system for toilets etc.
- Fire escape staircase & lift well shall be mechanically pressurized.
- Ozone (for air quality & energy management system) system in high occupancy area for successful management of indoor air quality with reduction of energy which shall comprises of ozone generator, VOC sensor, Ozone monitor, CO2 monitor & controller, Fresh air damper modulation etc.
- Pre filters in all AHU's at the intake of air handlers of efficiency 90% down to 10 micron Particle size.

➤ **Ventilation**

- By means of Mechanical Ventilation through AHU of HVAC system with 10 – 20 Cycles Air Changes per Hour or as desired of 100% fresh air.
- Separate Ventilation for Human Occupancy Areas

➤ **Dust Control**

- Clean Room Facility by Air Filter in AHU

➤ **Power and Lighting**

- Lighting can typically account for 40% of the energy used in the building. Managing these costs require a lighting control solution that provides immediate paybacks without sacrificing productivity / occupant's comfort.
- Occupancy sensors shall be provided to reduce energy consumption by 25%-50% in most spaces.
- Lighting control panel board to be installed to control lighting in large areas.
- Adequate illumination but Lowered Intensity of Light in all rooms/Labs.

- Time Controlled Lighting System for a Regular Diurnal Lighting Cycle for all rooms/Labs.

Noise Control

- Proper planning for Noise free environment in all rooms.to be maintained.
- Suitable dampening building material.

Other Facilities

- Laboratory Furniture / Office Furniture & Equipment
- Laboratory Equipments / Safety Equipments (PPE).
- Kitchen Equipments / Storage Racks / Hygiene & Disease Control.
- Strict barriers to avoid the entry of rodents, birds, insects and pests.
- Visitors, service staff, foreign materials etc. to be allowed entry only after proper sanitization. On the exit side an efficient monitoring service to be established for monitoring the prevalence of any infection in the all rooms/Labs.

Integrated Building Management System

A complete information delivery system that monitors and controls a variety of systems and functions at an optimal level of efficiency. The system design of the IBMS shall be consist of the following components:-

Building Automation System

- A micro processor control system designed to monitor and control all parameter of HVAC, electrical, PHE, fire protection, elevators and other building services / utilities.
- Energy conservation by executing various energy efficient programs for optimized performance of the systems and to assist the operation and maintenance of the installation.
- The system shall be DDC (Direct Digital Control) based or advanced version if any with functions distributed both physically and functional over the filed controllers. The DDC interface, with sensors, actuators and environmental control systems, shall carry out various functions of energy management, alarm detection, time / event / holiday / temporary scheduling, communication interface/control and maintenance & report generation.
- These controllers shall be capable of functioning on a stand-alone mode, even incase of loss of communication with the central control station.

- Customized software packages for the project including other integrated packages in the system like active graphics software, energy management software, alarm indication software, maintenance packages and billing software.

Lighting Control :

- **DIGITAL-NETWORK LIGHTING CONTROLS:** computer-based software that provides control, configuration, monitoring, alerting and reports. System includes:
 - Lighting Management Panel
 - Light management computer
 - Light management computer software.
 - Energy savings display software
 - Low voltage Dimming Modules/ wall stations.
- **Lighting Controls:** Ten-year operational life while operating continually at any temperature in an ambient temperature range of 0 degrees C (32 degrees F) to 40 degrees C (104 degrees F) and 90 percent non-condensing relative humidity.
- **DIMMING / RELAY PERFORMANCE :** Electrolytic capacitors to operate at least 20 degrees C below the maximum temperature rating when device is under fully-loaded conditions in 40 degrees C (104 degrees F) ambient temperature.
- **DALI CONTROLLER :** DIN-rail mounted controller for DALI-compliant Digital Addressable loads to provide DALI bus power and control for two independent DALI loops with up to 64 ballasts each.
- **DMX CONTROLLER:** The control interface allows controlling DMX512-controlled devices for RGB/CMY color-control applications.

Fire Detection and Alarm System

- Design shall be addressable fire detection and alarm systems as per NFPA72 requirements, and in accordance with project and design guidelines.
- Main/repeater fire alarm control panel, smoke/heat detectors, visual/audible strobes and manual call points shall be integral components of the system.
- In accordance with the NFPA “cause and effect matrix”, the building shall be provided with interlocking/alarm arrangement for the safety of the building and its occupants, and for their safe egress using the voice evacuation system.

- Further, emergency lighting shall be provided through UPS for all exit signs, staircase lighting and on all escape routes. All the exit signs shall also be provided with battery backup facility to ensure 100% reliability / operation during distress.
- All alarm initiating and supervisory devices are individually addressable.

Public Address System

- Provision of Digital Signal Processors (DSP) based Public Address System for announcements and emergency voice evacuation as per the requirement of the installation. The system shall comprise of head end equipment, distribution equipment and reception equipment.
 - The DSP multi-effect devices shall have the inbuilt facility of sound processing options (reverb, delay, echo, compression, etc.) in a single unit.
 - PA components shall be provided with graduated priority & shall also be integrated with the Fire Alarm System through necessary interfaces.
 - Each floor will constitute a zone with selective floor-wise isolation facility.

CHAPTER-3

THE SITE

3.1 Introduction :

The site is located at CSIR-IGIB Mathura Road Campus, Near Sukhdev Vihar DTC Bus Depot, Delhi-110025. The proposed building will have five story RCC framed structure with one basement. The building will accommodate animal house facilities at ground and first floor. Second to fourth floors areas will be used for accommodating Scientific Research Facilities. The basement will be used to accommodate mainly the services and other facilities.

The tentative site plan is also annexed in Annexure – C for reference

3.2 FEATURES/DETAILS OF THE CAMPUS:

1. Site Area of CSIR- IGIB South campus is 10.75 acre.
2. Master Plan of CSIR- IGIB South campus was approved in the year 2008 by local authority.
3. The Proposed building block marked as ‘**Application Genomics- 2 (AG-2)**’ in the master plan (Copy enclosed as **Annexure -C**).
4. Land is almost leveled where the building for Animal facility will be constructed. However design may be prepared by protecting the site topography, trees, on site feature and existing urban design. In case any tree is required to be cut/ removed, PMC shall take required permission from the concerned authority. Any statutory fee towards this shall be borne by CSIR-IGIB.
5. As per the prevailing soil investigation report the safe bearing capacity of the Campus is 20T/sqm. This data is indicative only and can be used for preliminary understanding of soil. However PMC will be required to carry out the detailed soil investigation based on the actual design requirements after the award of work to Pmc.

Pre-Feasibility study

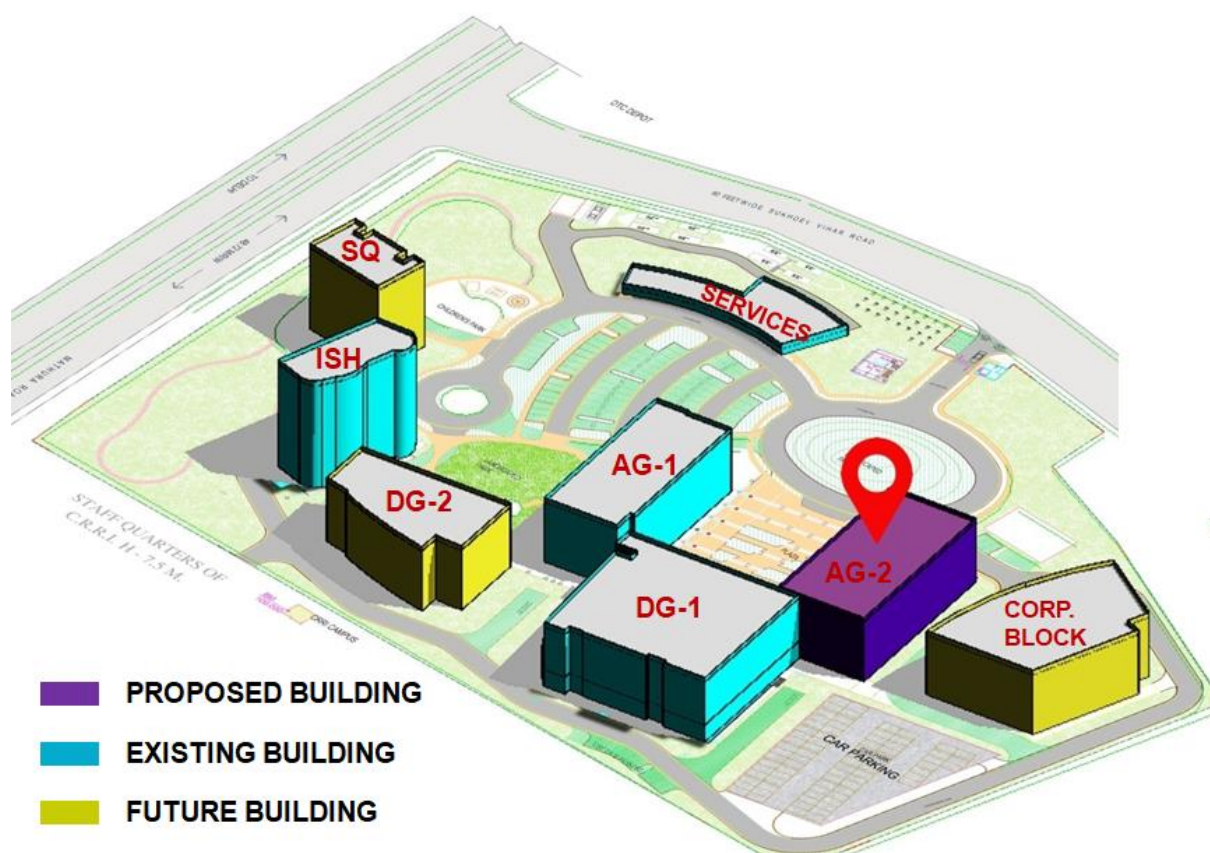
Site Plan: - A comprehensive campus map of the site identified for the proposed construction is attached herewith indicating the existing structures, roads & services etc., for PMC’s reference.

Land & Building Documents: - Sufficiency of land for the proposed development and building documents including drawings are to be reviewed by PMC and updated if necessary for the

purpose of integrated planning and approval from the statutory authorities for proposed development.

Soil Test: - For the purpose of planning and designing, detailed soil investigation as necessary to ascertain load bearing capacity and other parameters of soil is to be undertaken at the locations of the project

Utility Services: - All existing utility services are to be studied in details for planning new development and necessary interlinking from the existing services.



MASTER PLAN OF CSIR-IGIB, SOUTH CAMPUS, N. DELHI

CHAPTER – 4

SCOPE OF PROJECT MANAGEMENT CONSULTANT (PMC) SERVICES

4.1 Broad Scope of Work

- 4.1.1 PMC shall be required to manage the entire project activities from conceptualization to completion as per requirements, specifications & conditions laid down in this document.
- 4.1.2 The details of the project “**Creation of Animal House and Additional Scientific Research Facility**, G+4 with Basement at CSIR–IGIB, Mathura Road, South Campus, New Delhi as given in Chapter-1,2, &3.
- 4.1.3 The architectural service is an integral part of scope of work of PMC.
- 4.1.4 The activities under the scope of work of PMC shall broadly include but not limited to the following :-

4.2.0 Architectural Service

4.2.1 Design, Drawing and Planning stage

The CSIR-IGIB would furnish the requirements and area schedule for various functions to the PMC who shall, there upon, render the following services:

4.2.1.1 Concept Design

The PMC shall

- (a) Submit a Site evaluation and Feasibility Report on the proposed development scheme taking into account of the existing buildings, master plan approved earlier and its validity as per the prevailing norms as applicable at Delhi and other necessary studies if any along with list of approvals required from various local bodies/statutory authorities. PMC may be required to revalidate/obtain fresh approval of existing master plan from concerned authorities.
- (b) Furnish analysis report with basic approach to circulation activity, distribution, interaction and external linkages.
- (c) Furnish report on environmental impact of the project and finalize it after discussion with the client clearly outlining the measures required for mitigating the adverse impact. PMC is also required to obtain necessary environmental clearance prior to execution of work.
- (d) Based on general instructions / requirements for designing and planning referred in ‘Architectural Program’ in Chapter-2, the PMC will prepare alternative conceptual proposals with development sequences & their merits and demerits. The proposals should also include details of useful areas, services areas, circulation area and total plinth area of proposed building and various facilities proposed under ‘specific requirements’ (para 2.2) with ‘**preliminary estimate**’ (PE) as per norms to get information in respect of magnitude of work, its components and services and cost of

all such items involved. The proposals should be supported by site plan (layout) showing contours, features, relevant supporting drawings for various services and facilities proposed, with general schematic layout / preliminary sketch of individual floors for all services.

- (e) Finalize the concept design scheme as per permissible FSI & local bye laws and in consultation with CSIR-IGIB.

4.2.1.2 Preliminary Planning & design

- a. Preliminary space planning including planning for structural design & drawings, internal and external utility services like water supply, sewerage, storm water drainage, electrical , HVAC, fire alarm & fire fighting, street/ compound lighting, landscaping, development plans showing roads, path, parks, paved areas, drains, culverts, compound wall etc including interior design, acoustics, furniture for offices & labs, gas pipe lines for scientific experiments, signage, security & surveillance system, computer networking, audio visual systems and other utility services etc indicating scope, specification and costs separately for each such sub heads. The scope of work shall be as defined above; however, the employer reserves the right to exclude any of the above services from the scope of the consultant's work.
- b. Finalize the preliminary planning, drawings etc in consultation with CSIR-IGIB and Preparation of design brief report for all building services along with calculations etc.
- c. Preparation of detailed scope of work & specifications for various building services and component as per the concept design of the proposed building for submission to CSIR-IGIB and/or statutory bodies as per requirement.
- d. Furnish detailed project cost of the building including various services & specialized services/utilities, statutory fees payable to various authorities/ local bodies. After the receipt of drawings with DPR and preliminary estimates prepared as per norms from PMC the entire proposal will be processed by CSIR-IGIB for administrative approval of the competent authority of CSIR. Further work beyond this stage will be taken up by PMC only after, CSIR-IGIB conveys its administrative approval. In case the administrative approval is not given by the competent authority of CSIR-IGIB/ CSIR, then the work will be terminated as per Article-13 of Chapter-5 of 'General Conditions of Contract.'
- e. PMC will carry out detailed designs & details as per scope of work mentioned in the document and on the basis of drawings approved by various statutory bodies. Thereafter PMC will prepare tender documents, issue NIT, process & award the civil & services

(Internal & External) works and get them executed as per specifications & requirements generally on provisions of CPWD manual by following its own procedures for implementing the contracts. The services of PMC shall also include the following:-

- f. Prepare necessary submission drawings on the basis of conceptual design for various statutory approvals and obtain statutory approvals and ensure compliance with codes, standards and legislation, as applicable.
- g. Submit the proposal complete in all respect to local bodies as per the requirement of the various statutory bodies including preparation of Model/Presentation of Model etc. if any
- h. Obtain the approval of plan, design & drawing etc. from the competent authority, statutory bodies etc. as necessary, according to the local Acts, laws, Regulations etc. and make any changes desired by such authorities. The approved/modified plan and drawings are to be submitted to the Employer before the start of the work. PMC shall also obtain all necessary approvals/NOC etc from respective statutory bodies including environmental clearance, NOC from Pollution control board.
- i. Submit program of work assigned to them, up to the stage of tender document.
- j. PMC will provide its consultancy services to get the necessary soil investigation studies done to ascertain bearing capacity of soil, sub soil & water level for structural designs. It will also get the hydrological tests done for ascertaining the availability, quality and quantum of water. The expenditure incurred on soil investigations and hydrological tests shall be borne by the CSIR-IGIB.

4.2.1.3 Detailed Drawing Stage:

Preparation of detailed working drawings with details incorporating services and schedule of quantities etc.

This will include:-

- a. Preparation of detailed architectural and structural drawings including, electrical, HVAC and other building services drawings and detailed estimate generally on provisions of CPWD manual or by following PMC's own procedure.
- b. Furnish detailed project cost as specified and approved in preliminary estimate.
- c. Obtain approval of local authorities, if any, and make changes required by them with intimation to employer.

4.2.1.4 Construction Stage

- Prepare and issue working and detailed drawings for proper execution of works during construction.
- Approve samples of various elements and components in consultation with CSIR-IGIB.
- Check and approve shop drawings submitted by the contractors/Agencies.
- To ensure that the work at site proceeds in accordance with the contract documents/drawings.
- Obtain completion and occupation certificates from all local authorities / statutory bodies as per statutory rules after the completion of respective/stages of work.
- Issue two sets of as built drawings including services and structures and issue two set of drawings along with the soft copies of all the drawings.

4.3 CONSTRUCTION MANAGEMENT

4.3.1 Pre-construction Stage

- a. PMC will provide its consultancy services for necessary inputs, tender documents, NIT etc for soil / hydrological tests and/or surveying etc. They will also get the work executed generally on provisions of CPWD manual by following its own procedure. The cost incurred for testing, surveying etc. as mentioned in feasibility studies will be borne by CSIR-IGIB
- b. PMC will create detailed tender documentation with all tender drawings, Bill of quantities and specification for floating tenders, issue NIT for inviting bids, process and award the works and get them executed as per specifications & requirements approved by CSIR-IGIB generally on provisions of CPWD manual by following its own procedure.
- c. PMC will inform and take approval from CSIR-IGIB about cost put to tender during tendering process.
- d. Process the pre-qualification of vendors / construction agencies of various works and services at appropriate stages as per CPWD guidelines or, by following its own procedure.
- e. Hold vendor interaction meetings, pre bid meetings and ensure clarity on queries generated.
- f. Analyze the received bids and award the work as per its own (PMC) procedures & inform CSIR-IGIB accordingly.
- g. Furnish work schedules and fund requirements at various stages of work to CSIR-IGIB

4.3.2 Construction Stage

- a. Prepare detailed coordinated construction schedule.
- b. Prepare list of drawings that shall be released for the project with a detailed drawing schedule in accordance to the agreed construction and Project schedule.
- c. Arrange detailed construction drawings for execution of work at site.
- d. To ensure construction drawings are finalized after coordination with other disciplines and all agencies to have clear demarcated responsibility.
- e. Day-to-day supervision of work to ensure proper quality, workmanship, timely completion of the work by employing adequate engineers & supervisory staffs as per sound engineering practice including vetting/checking of bills as per its own procedures.
- f. PMC will also depute its own financial officers as part of the project team for vetting / checking the bills as per its own procedure.
- g. Conduct site meetings & coordination meetings with all agencies for timely completion of the project.
- h. Furnish financial & physical progress report as required by CSIR-IGIB based on predetermined format & time schedule.
- i. Conduct coordination meeting with CSIR-IGIB to review progress of work periodically.
- j. Carry out quality assurance checks & adhere to maintain quality assessment reports.
- k. Fully responsible for getting the project work executed as per drawings & specifications and should also ensure completion of job, quality expectations, within sanctioned cost outlay of the project. In case of any major deviation from the preliminary approved scheme during execution of the works, the same shall be referred to CSIR-IGIB for approval.
- l. Interact & Liaise with CSIR-IGIB to understand, integrate and link the services to the existing building services.
- m. In case of necessity for changes in terms of design, quantities, and specifications etc PMC should provide detailed justification for obtaining approval from CSIR-IGIB. In case there is likelihood of excess expenditure over the approved preliminary estimates at any stage of work, PMC shall submit revised estimates along with justification for affected items of work for approval of CSIR-IGIB. On approval CSIR-IGIB shall release further funds as per these approved revised estimates.

- n. Provide quick clarifications to designs or details that have been provided vide drawings or immediate solutions to the clarifications sought by the vendors/Contractors.
- o. For all contracts awarded by PMC, the payment will be released by PMC as per its (PMC) own procedures.
- p. Ensure all statutory inspections and checks.
- q. PMC shall be fully responsible for dealing with the Arbitration cases, if any, for contracts entered with various agencies. PMC will prepare claims/counter claims, attend hearings and provide all necessary assistance to the Arbitrator till final settlement of disputes which shall be as per PMC's own procedures by latest Arbitration & Conciliation Act. It shall be the sole responsibility of PMC to defend the case provided there is no fault/ negligence/ delay on the part of CSIR-IGIB on any matter whatsoever for which dispute has arisen between two parties. The cost of arbitration/litigation, if any, shall be borne by PMC and PMC shall take all necessary steps to safeguard CSIR-IGIB interest while awarding the works to the contractor.

4.3.3 Post Construction Stage

- a. Witness testing & commissioning of all utilities and certify the same.
- b. Arrange to furnish, certify & approve 'As built drawings'.
- c. Provide project completion certificate.
- d. Co-ordinate with vendors/contractors and arrange for user operation maintenance manuals and training to client's representatives.
- e. Prepare hold-up lists and schedule completion for these hold-ups.
- f. Negotiate with vendors for Annual Maintenance Contracts, retention periods and guarantee time frame, if required.
- g. Provide adequate engineering and supervisory staff for regular inspection/ monitoring of works and during Defect Liability Period and issue of timely notice to vendors/agencies for rectification of defects, if observed.
- h. Any other activity that is deemed necessary for the project execution & completion, but not included in the above-mentioned list shall form the part of scope of work of the PMC and the decision of CSIR-IGIB shall be final in this regard.
- i. PMC to prepare documentation of the design basis report(s) and also be responsible to prepare the documentation of the various designs and detailed drawings including preparation of pen drives for record/archiving purposes. Copies of all records & pen drives including all statutory approvals in original to be handed over to CSIR-IGIB for future references.

4.3.4 Payments to Contractors / Vendors

- a. CSIR-IGIB will deposit up to 25% (Twenty five percent only) of total estimated cost of the project as initial deposit with PMC. Out of this deposit received, PMC will release the payment to the various agencies. Whenever about half of the initial deposit is spent by PMC, CSIR-IGIB shall provide additional funds on demand by PMC for timely completion of works. At anytime PMC is not expected to spend its own funds for the project. If any interest accrues on the deposit / advance given by CSIR-IGIB, then the same shall be credited to the project account by PMC. After the execution of works an expenditure and utilization certificate will be forwarded by PMC in an approved CPWD format. However final payment (except advance) will be on reimbursement basis instead of utilization certificate.
- All expenditure towards carrying out feasibility studies except fee for PMC services will be borne by CSIR-IGIB. PMC will prepare a separate estimate for the same and submit its estimate to CSIR-IGIB for administrative approval and sanction of expenditure. Necessary fund would be deposited to PMC as advance for carrying out the work. Final payment would be made on reimbursement basis.

4.3.5 Working procedure during Implementation of the Project

- a. PMC shall prepare all detailed architectural drawings including, structural and services drawings along with preliminary & detailed estimates, Bill of Quantity (BOQ) & technical specifications, tender documents consisting of NIT, GCC, SCC and BOQ for different phases and shall ensure self sufficiency of tender documents to eliminate any discrepancy between the intent of the specifications those of the various items of BOQ and Estimates etc. based on approved architectural design & drawings.
- b. PMC shall call the tenders and award the work to contractors/Vendors generally on provisions of CPWD manual or by following its own procedure.
- c. Maintain records as per PMC's "Quality plans" during execution of the works. On the completion of the project, records shall be handed over to CSIR-IGIB.
- d. Checking and inspection of quality of materials and workmanship, deployment of adequate Labor force of the contractor and giving suitable instruction to the contractor for proper execution of works.
- e. Certification of Quality, measurements & bills of all contractors / Agencies / vendors as per the terms of the order placed by PMC.

- f. Administration of all contracts and resolve difference and disputes, if any.
- g. Final inspection, checking/supervision of testing, commissioning of various systems and assist CSIR-IGIB in taking over of various parts of works and of various systems.
- h. PMC shall appraise CSIR-IGIB the progress and/or activities of the Vendors & project progress on periodical basis in review meetings as well as prepare & submit Progress Reports as per approved format.
- i. PMC shall be responsible to have all mandatory tests on materials carried out at various stages as per applicable codes of Bureau of Indian Standards & maintain such records.
- j. An exceptional report for failure of tests (if any) along with remedial / corrective action.

4.3.6 Other Responsibilities of PMC

- a. All contracts for execution of construction works shall be signed by PMC with various agencies. The following clause shall be added in the contracts to be awarded by PMC.

“PMC is awarding this work on behalf of the CSIR-IGIB. In case M/S.....(PMC) cease to be the PMC, the right & responsibility of M/s.....(PMC) in the contract shall get transferred to CSIR-IGIB or their nominated agency shall operate this contract.”
- b. Settlement of all accounts of the contractors including reconciliation of materials supplied to the contractors if any.
- c. Ensuring of defect liability activities by the contractors during the respective liability periods.
- d. Providing to CSIR-IGIB “As-built drawings” of the project for purpose of record.
- e. Organizing/providing all operation and maintenance manuals through contractors and training to the CSIR-IGIB staffs.
- f. Preparation of Final Report, which shall contain technical & financial information of the project.
- g. Records related to the PROJECT & maintained by PMC during PROJECT execution shall be handed over to the CSIR-IGIB on completion of the PROJECT.
- h. PMC will ensure all possible mandatory test at site.
- i. Checking & finalization of final estimates, assisting in the audit/ technical observation, etc (if any).
- j. Conduct Arbitration matters between various agencies till final settlements of disputes.

- k. PMC shall prepare draft replies and get it vetted from IGIB/CSIR in replying to the observations made by CTEs branch/ CAG Audit/ Vigilance etc, if required.
- l. PMC shall include the provision of dismantling, & reinstallation of existing services equipments of CSIR-IGIB such as DG sets, boilers, Lifts, Incinerators etc which are to be reused including obtaining of mandatory approvals from local bodies.
- m. PMC shall obtain completion certificate & other necessary statutory approvals from concerned authorities & handover the building complete in all respect, free from all encumbrances including the vacation of temporary workers' hutments etc at site, if any to the CSIR-IGIB.
- n. PMC shall maintain all registers/records etc. during execution of works as stipulated in CPWD works Manual - 2024.
- o. At the end of every financial year and at the end of the project, PMC shall submit an expenditure and utilization of funds statement in the format of CPWD Manual. However final payments (except advance) will be on reimbursement basis instead of utilization certification.

4.3.7 OBLIGATION OF THE CSIR-IGIB

- a. To provide assistance to the extent possible to PMC for getting clearance from concerned statutory authorities. However, the responsibility for getting such statutory clearance will rest with the PMC.
- b. The CSIR-IGIB shall designate in writing a representative or representatives, authorized to act on its behalf with respect to the project. This designated representative shall interact with PMC on all matters.
- c. To provide assistance to the extent possible to PMC for obtaining electrical and water connections.
- d. CSIR-IGIB shall hand over the site to PMC for execution of the work.
- e. To pay dully pre-audited and certified bills of PMC preferably within 10 days of their submission.
- f. In case the M/s (PMC) cease to be the PMC, the right & responsibility of M/s (PMC) in all the contracts executed with the vendors shall get

transferred to the CSIR/IGIB and the CSIR/IGIB or their nominated agency shall operate those contracts.

4.3.8 TIME OF COMPLETION OF THE PROJECT

- a. The project Management consultant will get the entire project completed within a period of **30 months (6 months for planning and 24 months for construction)**. The time shall commence from the tenth day of award of work to PMC and it will be expected to achieve progress on pro-rata basis as agreed between CSIR-IGIB and PMC. The PMC will be required to prepare the detailed time schedule based on the total completion period of **30 months** for all the activities under this project. The entire project will be divided into activities and events as well as CPM/PERT charts will be prepared by PMC. Monitoring on periodical basis will be carried out by them. PMC will submit periodical progress report to CSIR-IGIB along with the events and recommendations. In case of delays in any activity then the PMC will suggest & recommend remedial measures in order to get the project completed within stipulated time.
- b. The PMC will be required to prepare the detailed time schedule based on the total completion period of 30 months for the project. The entire project will be divided into activities and events and CPM/ PERT charts will be prepared by PMC. Monitoring on monthly basis will be carried out by them in consultation with CSIR-IGIB. PMC will submit monthly monitoring of progress to CSIR-IGIB and quarterly progress report to CSIR-ESD, New Delhi along with their events, PERT chart and expenditure milestones and recommendations.
- c. In case of delay in any activity, the PMC will suggest and recommend remedial measures in order to get the project completed within the stipulated time and cost.

CHAPTER – 5

GENERAL TERMS & CONDITONS OF CONTRACT

GENERAL TERMS & CONDITONS OF CONTRACT

ARTICLE 1 DEFINITION

For the purpose of this CONTRACT, unless otherwise specified or repugnant to the subject or context, the following terms shall be deemed to have the following meanings.

- 1.1 **PROJECT MANAGEMENT CONSULTANT (PMC)** shall meanhaving its registered office at....." who shall be the implementing/executing agency for designing & construction work by following its own procedures. PARTIES shall mean OWNER and PMC each one individually referred to as PARTY.
- 1.2 **"AUTHORISED REPRESENTATIVE"** shall mean the representatives of "OWNER" and/or PMC as the case may be who are duly empowered and authorized by their respective organizations to act for and on their behalf.
- 1.3 **"CONTRACT"** shall mean this CONTRACT including all Annexure hereto and all documents herein attached and amendments which the PARTIES may hereafter agree in writing to be made to this CONTRACT.
- 1.4 **"CONTRACTOR"** shall mean the agency (ies) appointed by PMC for executing various civil & services works.
- 1.5 **"DATE OF ACCEPTANCE"** shall mean the date on which OWNER confirms written acceptance of PMC's SERVICES after having completed them in all respects. In case owner fails to confirm in writing acceptance of PMC services then within 90 days of completion of the said services it shall be deemed to be accepted.
- 1.6 **"OWNER"** shall include Council of Scientific and Industrial research (CSIR), its successors, permitted assigns and Institute of Genomics & Integrative Biology (IGIB), a laboratory of Council of Scientific and Industrial research (CSIR) located at Mall Road, Delhi-07 & Mathura Road, New Delhi – 25.
- 1.7 **"PARTIES"** shall mean OWNER and PMC each one individually referred to as PARTY.
- 1.8 **"PROJECT"** shall mean the buildings, other facilities & allied works for the use of CSIR-IGIB & to be constructed at CSIR- IGIB campus.
- 1.9 **"PROJECT COST"** means the assessed cost of the project excluding the cost of land, PMC fee, and Payments made for statutory approvals.
- 1.10 **"SERVICES"** shall mean the responsibilities to be discharged by PMC for fulfilling its obligations under this CONTRACT.

ARTICLE 2 COMPLETION OF PROJECT

- 2.1 When the Project is completed along with other site development works in all respects i.e, all civil , Electrical and other services works are completed, equipment installed & aligned, and statutory approvals obtained etc., PMC shall notify the OWNER in writing that the Project has been completed in all respect.
- 2.2 Upon notification of completion of buildings/works in writing by PMC, CSIR-IGIB will inspect the same prior to the occupancy. Any defects observed shall be informed to the PMC at the earliest and within **90 days**. The PMC shall ensure the rectification of such defects prior to the occupancy at no extra cost to the owner.
- 2.3 The date of acceptance by CSIR-IGIB as aforesaid along with No objection certificate (**NOC**) for occupation from statutory authorities shall be deemed to be the date of completion of the Project (hereinafter called **COMPLETION**) for the purpose of this **CONTRACT**. The responsibility of the PMC includes obtaining the completion certificates and submitting to the owner and also their responsibility for the defect liability period.

ARTICLE 3 CHANGES AND ADDITIONS IN PMC SCOPE OF SERVICES

OWNER shall have the right to request PMC in writing to make any changes, modifications, deletions and/or additions to PMC scope of SERVICES. PMC shall consider such written requests and will work out the estimate of price and time adjustment on account of such changes, modifications, deletion and/or additions sought by OWNER. Unless PMC receives written authority from OWNER with agreement on variation in prices and time schedule, PMC will not be obliged to proceed with any such variation in the scope of SERVICES.

ARTICLE 4 DRAWINGS AND DOCUMENTS

OWNER shall use all drawings, designs, specifications and documents including transparencies hard & soft copy etc. prepared by PMC for the purposes of construction, operation and maintenance of the building.

ARTICLE 5 GUARANTEES AND LIABILITIES

- 5.1 PMC guarantees that the SERVICES as specified/described under the scope of PMC in this **CONTRACT**, and technical documents to be developed by PMC shall be in accordance with sound and established engineering practices, using International Standards and Indian Codes and Regulations, (government) wherever applicable, for the purpose(s) specified, free from defects and suitable for respective uses intended.

5.2 LIMITATION OF LIABILITY

Except where otherwise specified in PMC scope of work, PMC's liability under this **CONTRACT** for all guarantees or warranties of whatsoever shall be limited to getting the things rectified without additional fee to the owner.

- 5.3 Nothing in the **CONTRACT** shall be construed to have imposed any liabilities on PMC, for defects or otherwise, if PMC has to depend on data, process, technical information and/or by others on behalf of OWNER and if any part or parts thereof are found to be misleading, inaccurate incomplete, unsatisfactory or deficient for any reason or circumstance beyond PMC's control.

ARTICLE 6 GOVERNMENT LEVIES

PMC remuneration shall be inclusive of statutory levies imposed up to the date of submission of bid by PMC, from time-to-time. However, PMC shall be reimbursed any other future tax including revision in any Tax imposed by central/ state Govt. subject to submission of proof of payment of such taxes.

The reimbursement to PMC will also include any statutory taxes / levies arising due to award of works by PMC to contractors directly.

ARTICLE 7 INSURANCE

7.1 Insurance by PMC at its own cost: Workman's compensation insurance, covering all employees of PMC for statutory benefits as set out and required by local law in the area of operation or area in which PMC may become legally obliged to pay benefits for bodily injury or death.

ARTICLE 8 INDEMNITY

8.1 PMC shall hold harmless and indemnify the OWNER, against any claims or liability because of personal injury including death of any employee of PMC and arising out of or in consequence of the performance of this CONTRACT.

8.2 OWNER shall not be responsible for any loss or damage to property of any kind belonging to PMC or its employees, servants or agents.

8.3 OWNER shall hold harmless and indemnify PMC against any claim or liability arising in respect of:

8.3.1 Injury to or death of OWNER's employees, agents and contractors other than engaged for building related activities excluding only employees of PMC, howsoever caused, and

8.3.2 Loss of or damage to the property of OWNER, OWNER's employees, agents and contractors other than engaged for building related activities except those belonging to PMC or its employees.

ARTICLE 9 SECRECY

9.1 OWNER shall not disclose to any third party, any Technical Information, data, design, drawings, plans, specifications, etc. received from PMC at any time either in whole or in part, shall use all reasonable efforts to preserve the secrecy of the above Technical Information and shall not use the same for any purpose other than the construction, maintenance and operation of the services. However, the disclosure of such Technical Information to Government of India, State Govt. or allied Statutory authorities shall not be deemed to be a violation of the Secrecy understanding contained herein.

9.2 The above undertakings shall not, however, extend to any such Technical Information which:

9.2.1 Is in the possession of OWNER prior to receipt of the same, directly or indirectly from PMC

9.2.2 is received by OWNER without any secrecy obligation

- 9.2.3 is or has become part of the public knowledge since receipt of the same, directly or indirectly from PMC

PMC shall likewise have secrecy obligations in respect of confidential information provided by OWNER

ARTICLE 10 FORCE MAJEURE

- 10.1 Any delay in or failure of performance by a PARTY shall not constitute default hereunder or give rise to any claims for damages against said PARTY if and to the extent caused by reasons which are beyond the control of the said PARTY, including but not limited to acts of God, strikes or other concerted acts of workman, power cuts, fires, floods, explosions, riots, war (declared or undeclared), rebellion, sabotage, extra ordinary severe weather, civil commotion and criminal acts of third parties.
- 10.2 Both PARTIES shall keep a record of the circumstances referred to above which are responsible for causing delays in the execution of the project.
- 10.3 If the execution of the project is likely to be delayed by or as the result of one or more of the circumstances referred to in Article 10.1 hereof, OWNER and PMC shall discuss the situation with a view to find the means to minimize the impact and effect of such circumstances and to reduce the costs and expenses which the PARTIES or either of them may incur.

ARTICLE 11 WAIVER

No failure or delay by either PARTY in enforcing any right, remedy, obligations or liability in terms of the CONTRACT shall be deemed to be a waiver of such right, remedy, obligation or liability, as the case may be, by the PARTY and notwithstanding such failure or delay, the PARTY shall be entitled at any time to enforce such right, remedy obligation or liability, as the case may be.

ARTICLE 12 ARBITRATION

If any dispute or difference of any kind what so ever shall arise between the parties in connection with or arising out of this agreement or out of the breach termination or invalidity of this agreement thereof, the parties shall resolve them by resorting to the following:

- 12.1 Party shall attempt within a period of 30 days after receipt of notice by the other party of the existence of a dispute to settle such dispute in the first instance by mutual discussions between the parties.
- 12.2 If the dispute cannot be settled by mutual discussion within 30 days as provided herein, the dispute shall be resolved by recourse to Arbitration to be held in accordance with the provisions of the Indian Arbitration and conciliation Act, 1996 or any statutory modification or re-enactment thereof.
- 12.3 Each party shall appoint one arbitrator and the two arbitrators shall appoint the third arbitrator who shall act as the Presiding Officer. These three shall constitute arbitral tribunal. The decision of this arbitral tribunal shall be final and binding on both the parties. The parties to the dispute shall share equally the cost of arbitration intimated by the arbitral tribunal.

- 12.4 The arbitration proceeding shall be conducted in the English/Hindi Language and shall be held at New Delhi.

ARTICLE 13 TERMINATION

13.1 TERMINATION

- 13.1.1 Both parties, at any time, should deem it necessary to do so, terminate this CONTRACT forthwith by giving one month's written notice to the other.
- 13.1.2 In the event of termination pursuant to Article 13.1 hereof, PMC shall carry out any reasonable instructions of OWNER in connection with such termination
- 13.1.3 Termination of this CONTRACT shall not relieve either PARTY of their obligations imposed by this CONTRACT with respect to the SERVICES performed by either PARTY prior to such termination.
- 13.1.4 In the event of termination pursuant to Article 13.1 hereof, OWNER shall pay to PMC for all the SERVICES performed by PMC up to the stage of work executed immediately before termination.
- 13.1.5 In case due to any circumstances, the OWNER decides to curtail the scope of work or totally abandon the work, the payment to the PMC would be made up to the stage of work executed by them immediately before taking such a decision.

ARTICLE 14 PATENTS

- 14.1 PMC shall, subject to the limitations contained in this Article, indemnify and hold OWNER harmless from all costs, damages, and expenses arising out of any claim, action or suit brought against OWNER by third parties in respect of any infringement of any patent or registered design or any similar rights resulting from the use of any technical information, data or process or design belonging to PMC and furnished to OWNER, as long as it is used by PMC for the purposes of this project only.
- 14.2 Similarly OWNER shall indemnify and hold PMC harmless from all costs, damages and expenses arising out of any claim, action or suit brought against OWNER by third parties in respect of any infringement of any patent or registered design or any similar rights resulting from the use of any information furnished to PMC by OWNER or by others on behalf of OWNER. as long as it is used by PMC or the purposes of this project only.

ARTICLE 15 ASSIGNABILITY

The CONTRACT and benefits and obligations thereof shall be strictly personal to the PARTIES and shall not on any account be assignable or transferable by the PARTIES except with the prior agreement in writing.

ARTICLE 16 CESSATION OF PMC'S RESPONSIBILITIES

Upon PMC Guarantees and Liabilities referred to in this CONTRACT having been or being deemed to have been satisfied upon expiry of twelve months from the DATE OF

ACCEPTANCE, and settlement of arbitrations/disputes (if any) whichever occurs later, all responsibilities of PMC under this CONTRACT shall be deemed to have been discharged.

ARTICLE 17 SUBLETTING/OUTSOURCING

PMC shall not assign or sublet or outsource any activity within its scope of work without the written approval of the OWNER.

ARTICLE 18 Site Office of PMC

On account of specified time frame for the development & construction of building, the PMC shall have its office at the project site at its own cost till the end of completion of PMC's responsibilities as defined in Article-16 of General terms & conditions of contract.

ARTICLE 19 Liquidated damages for delays & Non-Performance by PMC

If the PMC is not able to get the works executed in the stipulated time frame from all the Vendors/agencies, which results in overall delay in completion of the project then it will amount to non-performance by PMC. In the event of CSIR- IGIB is of opinion that PMC is not performing in accordance with the condition laid down in the agreement, then CSIR - IGIB shall impose damages @ quarter percent per week of delay or such smaller amount as it deems fit subject to maximum of 5% of the total fee payable to PMC. The decision of Director, CSIR-IGIB will be final & binding on this.

CHAPTER – 6

FEE for PMC'S SERVICES

Fee for PMC's Services

- 6.1 The fees for services of project management consultant including Architectural services will be payable on the 'project cost, which is estimated to be Rs. **5510.32 Lakhs** presently. The 'project cost for the purpose of paying fee will mean the estimated cost of works put to tender based on which financial bids are invited from various agencies/vendors. The fee for PMC for the above project will remain unchanged for the present scope of work even if the total cost of the project increases/decreases subsequently subject to provisions under Clause 6.6 for Additions and Alterations.
- 6.2 PMC Scope of Services is detailed in Chapter 4. The PMC shall quote its fee on Lump sum basis only. The estimated 'project cost' considered is tentative and the actual project cost may vary. PMC's are supposed to quote lump sum fee in Proforma for Financial Bid (Annexure-A) for the built up area of 7687 sqm (*which includes area of basement*) for 'Creation of Animal house and additional scientific research facilities' for CSIR-IGIB at Mathura Road, N Delhi. The quoted lump sum fee shall remain fixed for the work irrespective of the estimated project cost of work finalised (by the PMC at a later stage) based on actual requirement.
- 6.3 CSIR-IGIB shall pay PMC the lump sum fee for the professional services rendered by them for the entire project as per scope of work described in Chapter 1 to 5. However, if bulk equipment like generators, lifts and transformers, Air conditioning equipment etc are purchased by the department directly without any design & other inputs from PMC, then fee on these components shall not be payable to PMC. In case the building is centrally air-conditioned, the cost of the A/C equipment shall be included provided the planning & design work is done by the PMC. Subsequent escalation in tendered cost of work due to variations in the cost of labour, material, specifications etc, shall not be paid. For any portion of work deleted at any stage, the PMC shall be paid the fee only up to the stage of work done just before deletion. No additional fee is payable for deviations in the quantities of any item during actual execution. Fee shall be calculated on estimated cost of works put to tender. No extra/substituted items, deviations (plus/minus) shall be considered.
- 6.4 The fee of PMC under Clause 6.3 is inclusive of fee payable by PMC to any of its consultant/Associate(s) and nothing extra shall be payable by the CSIR- IGIB for this purpose. No separate amount is payable for service tax and the same is deemed to be included in the above fee. The consultant shall be reimbursed any other future taxes imposed by the Govt. subject to submission of proof of payment of such taxes.

6.5 Stages of Payment of PMC Fee:

1. Preparation and Approval of preliminary Schemes drawings and estimates by CSIR-IGIB and obtaining statutory/municipal Approvals (including re-validation of drawing)
 2.
 - 10% of total fee payable.
3. Preparation of detailed drawings and Detailed estimates then approval of CSIR-IGIB
 - 20% of the total fee payable less payment already made at stage (1)

4. Preparation of tender documents, Issue of N.I.T. & award of works to vendors/agencies.
 - 30% of total fee payable less payment already made at stage (1) & (2)
5. During the execution of work by contractors/Vendors (on pro-rata basis) commensurate with the value of the work executed.
 - 80% of total fee payable less payment Already made at stage (1), (2) & (3)
6. After successful completion & taking over of project and on acceptance of project by CSIR – IGIB
 - 90% of total fee payable less payment already made at stage (1), (2), (3) & (4)
7. Balance payment on cessation of PMC's responsibilities under Article 16 of general terms & conditions of Contract.
 - 100% of total fee payable less payment already made at stage (1), (2), (3), (4) & (5)

Note: (a) Running Payments will be made on pro-rata basis taking into account the quantum of work done under stage 1,2,3, & 5. Pro-rata payments under stage-4 are already allowed. However, no pro-rata payments will be allowed for stage-6.

7.6 Additions and alterations:

- i) The Owner shall have the right to request in writing for additions alterations, modifications or deletions in the design and drawing of any part of the work and to request in writing for additional work in connection therewith and the PMC shall comply with such requests without any extra cost.
- ii) However, if the Owner deviates substantially from the original scheme which involves change in the scope of work leading to increase in overall tendered cost by more than 10% and PMC is necessarily required to provide services for these works for its proper execution by putting extra services, for making changes and additions to the drawings, specifications or other documents, the PMC will be paid for such extra services and expenses on pro-rata basis of the percentage of fee payable under this agreement unless such changes, alterations are due to PMC's own omissions and / or discrepancies. The decision of the Owner shall be final on whether the deviations and additions are substantial as requiring any compensation to be paid to PMC. However, for the minor modification or alteration which does not affect the entire design, planning etc. no amount will be payable. The decision of the Owner in this respect will be final.
- iii) If it is found after call of tenders that the acceptable tender is not within the amount sanctioned, PMC shall, if so desired by the Owner, take steps to carry out

necessary modifications in the design and the specifications to see that the tendered cost does not exceed the amount of corresponding sanction by more than 5% (five percent). PMC shall not be paid anything extra for such modifications.

- iv) PMC shall not make any material deviation, alteration, addition to or omission from the work shown and described in the contract document except without the prior written consent of the owner.
- v) The cost of individual work shall not exceed the sanctioned estimate as approved by the Owner. Prior approval of owner in writing shall be taken for any such increase anticipated by giving full justification.

CHAPTER – 7

FORM OF CONTRACT

FORM OF CONTRACT

THIS CONTRACT is made on day of.....2025

BETWEEN

Council of Scientific & Industrial Research (CSIR) which is a society registered under the Societies Registration Act, XXI of 1860 and having its Office at Anusandhan Bhawan, 2, Rafi Marg, New Delhi-110 001, (hereinafter called CSIR-IGIB/Owner), which expression shall where the context so admits include its successors and permitted assigns) of the one part

AND

PMC, M/s..... a Public sector undertaking under the administrative control of Ministry of and a Company registered under Companies Act, 1956 and having its registered office at..... (Hereinafter referred to as PMC) which expression shall, include its successors and permitted assigns, of the other part,

WITNESSETH THAT

WHEREAS CSIR has one of its constituents namely; CSIR-Institute of Genomics & Integrative Biology, New Delhi, hereinafter called 'CSIR-IGIB'

WHEREAS OWNER intends to have certain Project Management Consultancy Services for "Creation of Animal House and Additional Scientific Research Facility at CSIR-IGIB, Mathura Road, South Campus, New Delhi" (hereinafter referred to as PROJECT),

AND WHEREAS said PMC is in the business of providing inter-alia management and technical services for civil & services construction works and possesses experience, expertise and knowledge in this regard,

AND WHEREAS OWNER has selected PMC to undertake the said services hereinafter referred to and specified in this CONTRACT as "SERVICES"

AND WHEREAS said PMC agrees to perform such SERVICES as the terms and conditions for the performance of the said SERVICES as detailed herein.

NOW THEREFORE, in consideration of the premises and the covenants set forth in this CONTRACT, OWNER & PMC mutually agree and confirm the agreement detailed herein and witnessed as follows:

Clause-1 CONTRACT DOCUMENT

The following documents shall constitute the CONTRACT in addition to Form of Contract (Chapter 7):

1. Details of the project (Chapter 1 to 3)
2. PMC Scope of Services (Chapter 4)
3. General terms and conditions of contract (Chapter 5)
4. Fee for PMC's Services (Chapter-6)
5. All correspondence / Minutes of meetings etc between CSIR- IGIB & PMC after the issue of PMC document till the award of work as listed below:
 - a)
 - b).....

Clause-2 EFFECTIVE DATE OF CONTRACT

This CONTRACT shall be deemed to have come into force with effect from 10th day of issue of letter of Award by CSIR- IGIB.

Clause-3 SERVICES TO BE PERFORMED

PMC shall perform the SERVICES as herein specified upon the general terms and conditions and within time frame specified in the CONTRACT.

Clause-4 REMUNERATION AND CONTRACT PRICE

OWNER shall, in considerations of the SERVICES performed pay to PMC remuneration as provided in Clause 6.3 (Chapter-6) and as per the payment terms therein specified. The lump sum Fee payable by CSIR - IGIB to PMC shall constitute the Contract Price.

Clause-5 CONTRACT PERIOD

On signing by OWNER and PMC this CONTRACT shall be deemed to have come into force from the effective date of CONTRACT i.e. from 10th day of issue of letter of award by CSIR-IGIB and shall remain in force for 42 months (6 months for planning, 24 months for construction and 12 months for defect liability period). In the event of increase in the contract period due to circumstances beyond the control of either PMC /CSIR- IGIB, nothing extra will be payable to PMC beyond the quoted fee.

Clause-6 ENTIRE CONTRACT

The Contract documents mentioned in Clause-1 hereof embody the entire CONTRACT between the PARTIES hereto, and the PARTIES declare that in entering this CONTRACT they do not rely upon any previous representation, whether express or implied and whether oral or written, or any inducement, understanding or agreement of any kind not included within the Contract documents, and unless herein incorporated all prior negotiations, representations, and/or agreements and understandings relating to the subject matter are hereby treated as null and void.

Clause-7 JURISDICTION & APPLICABLE LAW

Notwithstanding any other Court or Courts having jurisdiction to decide the question(s) forming the subject matter of the reference, any/all actions and proceeding arising out of or relative to the CONTRACT (including any arbitration in terms thereof) shall lie only in the Court of Competent Civil Jurisdiction in this behalf at NEW DELHI and only the said Court(s) shall have jurisdiction to entertain and try any such action(s) and/or proceeding(s) to the exclusion of all other Courts.

The laws of India shall govern this CONTRACT for the time being in force.

Clause-8 NOTICES

Any notice, consent, document or other communication required or permitted to be given under this contract shall be deemed to have been validly served if it is in writing and is signed by an authorized officer of the party giving the notice, and delivered or sent by registered post or by speed mail or courier to the address of the parties set out below or such other address as may be notified as the appropriate address from time to time for the purpose of this contract.

CSIR-IGIB Director, CSIR-IGIB or his nominee

Institute of Genomics & Integrative Biology, University Campus,
Mall Road, Delhi-110007

PMC: Project Manager,

M/s

1. Date of notice of instruction shall be the day on which said notice or instruction is received.
2. Any PARTY may change its notice address at any time by so advising the other PARTY thereof in writing.

IN WITNESS WHEREOF the PARTIES hereto have duly executed this CONTRACT in two originals at the place, and date as follows:

For and on behalf of

CSIR-IGIB

Name

Designation

Place

Date

Witness

1

2

For and on behalf of

PMC

Name

Designation

Place

Date

Witness

1

2

Proforma for Financial Bid
(To be quoted in CPP Portal)

Ref No...

Date:

Director,

CSIR- Institute of Genomics & Integrative Biology,
University Campus, Mall Road, Delhi-110007 (INDIA).

Sub: Project Management Consultancy Services for ‘Creation of Animal House and additional Scientific Research Facility’ at CSIR-IGIB Mathura Road Delhi-25

Dear Sir,

We have carefully noted the scope of work for providing Project management Consultancy Services for Design & execution etc on deposit work basis as stated in the chapter-1 to chapter-7 of this document. We are pleased to quote our fees (on lump sum basis) as

Rs.....

(in Words) for providing our services as per the scope of work and terms & conditions of Agreement.

Thanking you,

Signature with name and Date

Designation of the Bidder

(Authorized Seal)

Annexure-B

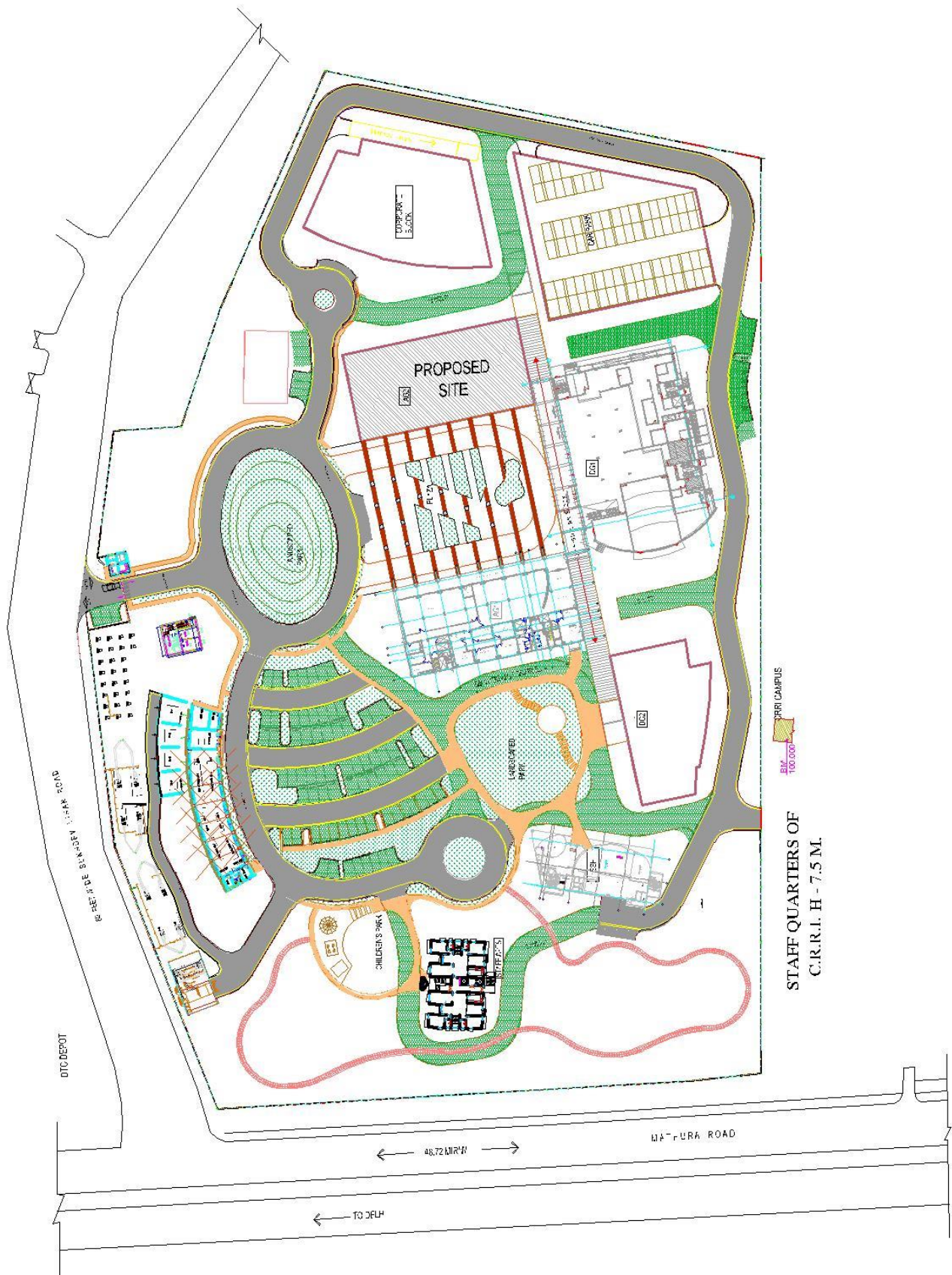
Check list

No.....

1. Details of Similar projects handled by PMC (already completed) accompanied with project report, completion certificates, photographs etc.
2. List of projects in hand with PMC with description of projects, cost, Time Line, Targets etc.
3. Report explaining PMC's approach particularly to this project.
4. Time schedule for complete development of Project in form of BAR CHART.
5. Alternate models/methodology and development strategy
6. PMC's strategy for quality control on the project.
7. Expertise to be made available for this project.
8. Financial Bid on Prescribed Format as given.
9. **Design scheme** of the proposed building with architectural concept, design brief report, energy efficiency measures, project cost, life cycle cost etc.
10. Letter of Authorization
11. Man power deployment chart

NOTE: - The Check list shall be dully filled and submitted along with the Technical Bid.

Annexure – C



Format of Integrity Pact

INTEGRITY PACT

Between

Council of Scientific & Industrial Research (CSIR) a Society registered under the Indian Societies Act 1860 represented by

_____ hereinafter referred to as “The Principal”. And _____ herein referred to as “The Bidder/ Contractor.”

Preamble

The Principal intends to award, under laid down organizational procedures, contract/s for

.....The Principal values full compliance with all relevant laws of the land, rules, regulations, economic use of resources and of fairness/ transparency in its relations with its Bidder(s) and/or Contractor(s).

In order to achieve these goals, the Principal will appoint an Independent External Monitor (IEM), who will monitor the tender process and the execution of the contract for compliance with the principles mentioned above.

Section 1 – Commitments of the Principal

- (1) The Principal commits itself to take all measures necessary to prevent corruption and to observe the following principles:
 - (a) No employee of the Principal, personally or through family members, will in connection with the tender for, or the execution of a contract, demand, take a promise for or accept, for self or third person, any material or immaterial benefit which the person is not legally entitled to.
 - (b) The Principal will, during the tender process treat all Bidder(s) with equity and reason. The Principal will in particular, before and during the tender process, provide to all Bidder(s) the same information and will not provide to any Bidder(s) confidential/additional information through which the Bidder(s) could obtain an advantage in relation to the tender process or the contract execution.
 - (c) The Principal will exclude from the process all known prejudiced persons.
- (2) If the Principal obtains information on the conduct of any of its employees which is a criminal offence under the IPC/PC Act, or if there be a substantive suspicion in this regard, the Principal will inform the Chief Vigilance Officer and in addition can initiate disciplinary action.

Section 2 – Commitments of the Bidder(s)/Contractor(s)

- (1) The Bidder(s)/Contractor(s) commit himself to take all measures necessary to prevent corruption. He commits himself to observe the following principles during his participation in the tender process and during the contract execution.

- (a) The Bidder(s)/Contractor(s) will not, directly or through any other Person or firm, offer, promise or give to any of the Principal's employees involved in the tender process or the execution of the contract or to any third person any material or other benefit which he/she is not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the tender process or during the execution of the contract.
- (b) The Bidder(s)/Contractor(s) will not enter with other Bidders into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, Certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to introduce cartelization in the bidding process.
- (c) The Bidder(s)/Contractor(s) will not commit any offence under the relevant IPC/PC Act; further the Bidder(s)/Contractor(s) will not use improperly, for purposes of competition or personal gain, or pass on to others, any information or document provided by the Principal as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.
- (d) The Bidder(s)/Contractor(s) of foreign origin shall disclose the name and address of the Agents/representatives in India, if any. Similarly the Bidder(s)/Contractors(s) of Indian Nationality shall furnish the name and address of the foreign principals, if any. Further details as mentioned in the "Guidelines on Indian Agents of Foreign Suppliers" shall be disclosed by the Bidder(s)/Contractor(s). Further, as mentioned in the Guidelines all the payments made to the Indian agent/representative have to be in Indian Rupees only. Copy of the "Guidelines on Indian Agents of Foreign Suppliers" is annexed and marked as Annexure.
- (e) The Bidder(s)/Contractor(s) will, when presenting his bid, disclose any and all payments he has made, is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the contract.
- (2) The Bidder(s)/Contractor(s) will not instigate third persons to commit offences outlined above or be an accessory to such offences.
- (3) The person signing IP shall not approach the courts while representing the matters to IEMs and he/she will await their decision in the matter.

Section 3 – Disqualification from tender process and exclusion from future Contracts

- (1) If the Bidder(s)/Contractor(s), before award or during execution has committed a transgression through a violation of Section 2, above or in any other form such as to put his reliability or credibility in question, the Principal is entitled to disqualify the Bidder(s)/Contractor(s) from the tender process or take action as per the procedure mentioned in the "Guidelines on Banning of business dealings". Copy of the "Guidelines on Banning of business dealings" is annexed and marked as Annex - "B".

Section 4 – Compensation for Damages

- (1) If the Principal has disqualified the Bidder(s) from the tender process prior to the award according to Section 3, the Principal is entitled to demand and recover the damages equivalent to Earnest Money Deposit/ Bid Security.
- (2) If the Principal has terminated the contract according to Section 3, or if the Principal is entitled to terminate the contract according to Section 3, the Principal shall be entitled to demand and recover

from the Contractor liquidated damages of the contract value or the amount equivalent to Performance Bank Guarantee.

Section 5 – Previous transgression

- (1) The Bidder declares that no previous transgressions occurred in the last 3 Years with any other Company in any country conforming to the anticorruption approach or with any other Public Sector Enterprise in India that could justify his exclusion from the tender process.
- (2) If the Bidder makes incorrect statement on this subject, he can be disqualified from the tender process or action can be taken as per the procedure mentioned in “Guidelines on Banning of business dealings.”

Section 6 – Equal treatment of all Bidders / Contractors/ Sub-contractors

- (1) The Bidder(s)/Contractor(s) undertake(s) to demand from all Subcontractors a commitment in conformity with this Integrity Pact, and to submit it to the Principal before contract signing.
- (2) The Principal will enter into agreements with identical conditions as this one with all Bidders, Contractors and Subcontractors.
- (3) The Principal will disqualify from the tender process all bidders who do not sign this Pact or violate its provisions.

Section 7 – Criminal charges against violating Bidders / Contractors/ Subcontractors

- (1) If the Principal obtains knowledge of conduct of a bidder, Contractor or Subcontractor or of an employee or a representative or an associate of a bidder, Contractor or Subcontractor which constitutes corruption, or if the Principal has substantive suspicion in this regard, the Principal will inform the same to the Chief Vigilance Officer.

Section 8 - Independent External Monitors

- (1) The Principal appoints competent and credible Independent External Monitor for this Pact. The task of the Monitor is to review independently and objectively, whether and to what extent the parties comply with the obligations under this agreement.
- (2) The Monitor is not subject to instructions by the representatives of the parties and performs his functions neutrally and independently. He reports to the JS (A), CSIR.
- (3) The Bidder(s)/Contractor(s) accepts that the Monitor has the right to access without restriction to all Project documentation of the Principal including that provided by the Contractor. The Contractor will also grant the Monitor, upon his request and demonstration of a valid interest, unrestricted and unconditional access to his project documentation. The same is applicable to Subcontractors. The Monitor is under contractual obligation to treat the information and documents of the Bidder(s)/ Contractor(s) / Subcontractor(s) with confidentiality.
- (4) The Principal will provide to the Monitor sufficient information about all meetings among the parties related to the Project provided such meetings could have an impact on the contractual relations between the Principal and the Contractor. The parties offer to the Monitor the option to participate in such meetings.
- (5) As soon as the Monitor notice, or believes to notice, a violation of this agreement, he will so inform the Management of the Principal and request the Management to discontinue or take corrective action, or to take other relevant action. The monitor can in this regard submit nonbinding

recommendations. Beyond this, the Monitor has no right to demand from the parties that they act in a specific manner, refrain from action or tolerate action.

- (6) The Monitor will submit a written report to the JS(A), CSIR within 8 to 10 weeks from the date of reference or intimation to him by the Principal and should the occasion arise, submit proposals for correcting problematic situations.
- (7) Monitor shall be entitled to compensation on the same terms as being extended to/provided to Independent Directors on the CSIR.
- (8) If the Monitor has reported to the JS(A), CSIR, a substantiated suspicion of an offence under relevant IPC/PC Act, and the JS(A), CSIR has not, within the reasonable time taken visible action to proceed against such offence or reported it to the Chief Vigilance Officer, the Monitor may also transmit this information directly to the Central Vigilance Commissioner.
- (9) The word 'Monitor' would include both singular and plural.

Section 9 – Pact Duration

This Pact begins when both parties have legally signed it. It expires for the Contractor 10 months after the last payment under the contract, and for all other Bidders 6 months after the contract has been awarded.

If any claim is made/lodged during this time, the same shall be binding and continue to be valid despite the lapse of this pact as specified above, unless it is discharged/determined by JS(A), CSIR.

Section 10 – Other provisions

- (1) This agreement is subject to Indian Law. Place of performance and Jurisdiction is the Registered Office of the Principal, i.e. New Delhi
- (2) Changes and supplements as well as termination notices need to be made in writing. Side agreements have not been made.
- (3) If the Contractor is a partnership or a consortium, this agreement must be signed by all partners or consortium members.
- (4) Should one or several provisions of this agreement turn out to be invalid, the remainder of this agreement remains valid. In this case, the parties will strive to come to an agreement to their original intentions.

(For & On behalf of the Principal) (For & On behalf of Bidder/Contractor)

(Office Seal) (Office Seal)

Place..... Place.....

Date..... Date.....

Witness 1:(Name & Address): ____

Witness 2:.(Name & Address): ____

The name and contact details of the Independent External Monitors (IEMs) are as under:

1. Shri Jagdip Narayan Singh

IAS (Retd.)

C-54, Bharatendu Harischandra Marg

Anand Vihar, Delhi - 110092

2.

Shri Arun Kumar Gupta

Ex-CMD, SCI, 68 B

Nandanvan CHS Sector 17

Nerul, Navi Mumbai – 400706

Email: guptaarun55@rediffmail.com

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Email: jagadipsingh@yahoo.com

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