



दिल्लीविकासप्राधिकरण
DELHI DEVELOPMENT AUTHORITY
आवासीय एवं शहरीपरियोजनाविभाग
HOUSING & URBAN PROJECTS WING
कार्यालयशहरीउद्यानएवंदिल्लीशहरीविरासतसंस्थान
OFFICE OF URBAN PARKS & DUHF
दसवींमंजिल, विकासमीनार, नईदिल्ली110002
10TH FLOOR, VIKAS MINAR, NEW DELHI – 110002
PH: 011-23379563.

MINUTES OF PRE BID MEETING

A Pre Bid Meeting was held on 13.05.2020 at 03.00 PM on the Video Conference under the Chairmanship of Chief Engineer (SZ) - Chairman Consultancy Monitoring Committee regarding:

Providing Consultancy for “The Delhi CycleWalk – Master Plan Concept” & “The Delhi CycleWalk – Phase - I” (Re- invite),

RFP No.01/UP&DUHF/DDA/2019-2020(R)

The minutes of the meeting are as under:

1. The following Architects/Architectural firms were present (*The attendance list is enclosed herewith*):
 - a) Gian. P. Mathur
 - b) C.P Kukreja Architects
 - c) Studio for Habitat Future(P) Ltd.
 - d) Design Forum International
 - e) Arcop Associates Pvt. Ltd.
 - f) Muralage

2. As part of the Bid process, the last date of submission of queries was 12.05.2020 by 03:00 PM in the office of Sr. Architect (Urban Parks & DUHF). Before the pre bid meeting, the queries from the following Architects/ Architectural Firms had been received:
 - a) Design Forum International queries received via email on 12.05.2020.

b) Arcop Associates Pvt. Ltd. queries received via email on.13.05.2020.

3. It was decided in the meeting that the queries can be sent by 13.05.2020. Some additional queries from **Arcop Associates Pvt. Ltd.** were also received via email on 13.05.2020 after the pre bid meeting, response to the same is mentioned in the *table at para 4* below.

4. The following points/queries by the bidders were discussed and deliberated upon:

Pre- Bid Queries - The Delhi CycleWalk (Received via e-mail)				
S.No	TITLE	RFP PAGE/ STIPULATION	QUERY	REPLY
Design Forum International (Queries received via email dated 12-05-2020)				
1.	Notice Inviting Tender (Re-Invite dated 04.05.2020)	Page 1	As per NIT (Re-Invite dated 04.05.2020) Page No. 1, Station Greater Kailash – 2 is there in the “Leg A –Route”. While Station Greater Kailash – 2 is not there in the “Leg A – Route” in the RFP document.	The routes mentioned in the RFP shall be deemed as final.
2.	Clause 1.5 Bid Submission: Acknowledgement of updated return	Page No. 17 of RFP,	Here we anticipate that Bidders is required to submit form GSTR – 3B as Acknowledgement of submission of GST tax Return for the month of February 2020. As due to Corona Pandemic filing date for the submission of GST return has been extended for the month of March 2020 and April 2020. Please advise	The bidder can submit GST Tax return for the month of February.
3.	Clause 1.5 Bid Submission: Certificate of registration of CGST/SGST	Page No. 17 of RFP,	We anticipate bidder is required to submit GST registration to suffice the mentioned requirement, as there is no separate registration for SGST/CGST. Please advise	The bidder has to submit the GST registration certificate of the state in which the firm is registered
4.	Clause 1.5 UTR of EMD	Page No. 17 of RFP,	Please provide the Account details for EMD to be transferred in the form of NEFT/RTGS.	The Earnest money amounting to Rs. 11,00,000 (Eleven Lakhs) shall be

				deposited through RTGS/NEFT in to the account of Sr. AO/CAU/SZ having account No. 16651110000012 with HDFC Bank, G – 8, Hauz Khas, New Delhi - 110016 (IFSC Code :- HDFC0001665). The same detail shall be added in the Corrigendum issued for the RFP.
5.	Clause 1.5 iii. Acceptance Letter (to be given on company letter head).	Page No. 17 of RFP,	Please advise if bidder has to provide in any specific format for the same.	The same is already available in the RFP from Page No. 114 to Page No. 116.
6.	Clause 1.5 Bid Submission ii. e-tendering annual processing fee/charge with CRB.	Page No. 17 of RFP,	We have requisite login credential along with digital signature of Class – III mapped for the online submission of tender. Please advise Which annual processing Fee / Charge with CRB has been referred here ?	Annual processing fee/ Charge with CRB is separate for DDA for the online submission of tender which has to be submitted separately. Details for registration along with amount of Annual processing fees shall be added in the Corrigendum issued for the same.
7.	Clause 3.3.1 Evaluation Criteria 70%:30%	Page No. 36,	As per the details provided in RFP we understand that Delhi CycleWalk project is a landmark project of National Repute and In the interest of project of such high importance and social usability We request you to kindly consider QCBS on 80%:20% in place of QCBS 70%:30% so that bidder with higher technical capability get selected for the project.	The evaluation criteria shall remain same as mentioned in the RFP.

S.No	TITLE	RFP PAGE/ STIPULATION	QUERY	REPLY
Arcop Associates Pvt. Ltd. (Queries received via email dated 13-05-2020)				
1.	C. c) Power of Attorney, if applicable, is executed as per Applicable Laws;	Page No. 24, Clause No.2..9.3	Because of the current situation and the lockdown imposed by the Govt. of India, it may not be possible to get the stamp paper and the attestation by the Notary. Therefore we request that we may be allowed to submit the Power of Attorney on the letterhead of the company. We will submit the original Power of Attorney on the stamp paper duly attested by the Notary once the lockdown is lifted and situation is normalize.	The Power of Attorney may be submitted on the letterhead of the company if the lockdown is not lifted till the proposal due date. In that case, the original Power of Attorney on the stamp paper duly attested by the Notary is to be submitted once the lockdown is lifted and situation is normalize. In case the lockdown is lifted before the proposal due date, the Power of Attorney to be submitted on stamp paper duly attested by the Notary.
2.	Evaluation of Technical & Financial Bid	Page No.36 Clause 3.3.1	<p>Under QCBS selection Under QCBS selection, the technical proposals will be allotted weightage of 70% (Seventy per cent) while the financial proposals will be allotted weightage of 30% (Thirty per cent) Proposal with the lowest cost may be given a financial score of 100 (Hundred) and other proposals given financial scores that are inversely proportional to their prices w.r.t. the lowest offer.</p> <p>We request the under QCBS system Technical Proposal shall be allotted more weightage i.e 80% instead of 70% and Financial Proposal shall be allotted weightage of 20% instead of 30%. This will give more preference to the best Design Proposal during evaluation.</p>	The evaluation criteria shall remain same as mentioned in the RFP.

3.	INDICATIVE TIME AND PAYMENT SCHEDULE	Page No. 99 Annexure-3	As per the payment schedule the consultant will be paid 40% of the total fee upto Stage4 – Execution, Construction/ Site Administration Stage . The consultant will have to deploy his maximum resources and other external agencies upto this stage. This will result in the financial crisis to the consultant. Therefore we request 65% payment shall be released before the award of the work to the contractor for the execution. Similar pattern is being followed in almost all the Government tenders for the payment to the consultant.	The Indicative Time and Payment Schedule shall remain same as mentioned in the RFP.
4.			There are 3 legs mentioned in the RFP, Kindly clarify if the design has to be modular or detailed design proposal for the entire stretches needs to be submitted for all 3 legs.	The design intent, concept and details to be done as per the RFP.
5.			Considering the complexity, scale and value of the project, we request you to give at least one month's time after receiving the response to pre-bid queries for submitting the Technical proposal.	The time line for submitting the proposal will be as per Schedule of Bid Process in the RFP. If in any case, the dates are extended due to the extension of lockdown & the present situation, the extended dates will be informed separately.
6.			Capacity of the cycle and pedestrian track may be suggested.	The capacity of cycle and pedestrian track will depend on traffic study done by Consultant as per the RFP.
7.			Detail Survey of the existing road profile, trees and other services along the proposed route should be provided.	The route proposed by DDA is conceptual and indicative. The final route alignment is to be proposed by the Consultant. All the surveys of the road profile and other services to be done by the Consultant as per their Design intent & Concept within the stipulated time.

8.			Due to current situation and the lock down imposed by Government of India. It may not be possible to visit all the areas physically, we request you to kindly provide us whatever data available with you w.r.t to survey, trees, drainage etc.	The route proposed by DDA is conceptual and indicative. The final route alignment is to be proposed by the Consultant. All the surveys of the road profile and other services to be done by the Consultant as per their Design intent & Concept within the stipulated time. All the drawings and data has to be managed by the consultant. DDA bears no responsibility for providing any drawing and other data to the consultant.
9.			Please provide the approved Uttipec masterplan layout of the site extent to analysis the context tightly.	The route proposed by DDA is conceptual and indicative. The final route alignment is to be proposed by the Consultant. All the surveys of the road profile and other services to be done by the Consultant as per their Design intent & Concept within the stipulated time. All the drawings and data has to be managed by the consultant. DDA bears no responsibility for providing any drawing and other data to the consultant.

Pre- Bid Queries - The Delhi CycleWalk: Received during Pre Bid Meeting

S.No	QUERY	REPLY
Gian. P. Mathur		
1.	Extension of proposal due date (PDD) scheduled for 27.05.2020 was requested due to the lockdown.	The time line for submitting the proposal will be as per Schedule of Bid Process in the RFP. If in any case, the dates are extended due to the extension of lockdown & the present situation, the extended dates will be informed separately.

C.P Kukreja Architects

1.	The clarifications were sought regarding data to be provided for the presentation to be prepared.	The conceptual design to be submitted for technical evaluation and Route Alignment had already been provided in RFP for which conceptual design has to be prepared.
Muralage		
1.	It was sought regarding any exemption of EMD for MSME'S	No exemption in EMD for MSME'S to be given.
2.	It was enquired that presently Notary's, Stamps are not available due to lockdown, so until the time everything opens , can the offline submission of documents be relieved?	It was informed that Stamps and other Notary related documents may be submitted on Company letter head, the notarized documents shall be submitted after the lockdown is over. It was also informed that hardcopy has to be submitted for the Technical Evaluation. No relaxation shall be permitted in hardcopy submission of the proposal.
3.	It was enquired if the Competition was open only for the Empanelled Architects under HUPW?	Competition is only for the Empanelled Architects under HUPW, DDA
4.	It was enquired whether 40% of Payment till construction starts could be changed to 60% in the Schedule of Payment of RFP.	The Indicative Time and Payment Schedule shall remain same as mentioned in the RFP.

Note: The other terms and conditions of the RFP shall remain same.

The meeting concluded with Vote of Thanks to the Chair.

This issues with the approval of the Competent Authority.


15.05.2020.

Senior Architect

(Urban Parks & DUHF)

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Copy to:

1. PS to Vice Chairman, DDA for kind information of the latter
2. PS to Engineer Member, DDA for kind information of the latter
3. PS to Finance Member, DDA for kind information of the latter
4. PS to PC (Horticulture), DDA for kind information of the latter
5. OSD to Vice Chairman, DDA for kind information
6. Chief Accounts Officer, DDA for kind information
7. Chief Architect, DDA for kind information
8. Commissioner Planning, DDA for kind information
9. Chief Engineer (South Zone), DDA for kind information
10. Additional Commissioner Landscape, DDA for kind information
11. Dy. CAO (South Zone), DDA for kind information
12. Director, Landscape, DDA for kind information
13. Director, UTTIPEC, DDA for kind information
14. Superintending Engineer (CC-18), DDA for kind information
15. F.O. to Chief Engineer (South Zone), DDA for kind information
16. A.O. / C.A.U.(SZ) & A.O.(Works)-I, DDA for kind information
17. Director (Systems), DDA for kind information
18. Executive Engineers, (SWD-I) for information
19. Website Maintenance Agency (ddatender@dda.org.in) for information

ARCHITECTS/ARCHITECTURAL FIRMS EMPANELLED with HUPW, DDA under the category of Project Cost Rs. 300 Crores and above -

20. Pradeep Sachdeva Design Associates for information
21. Arch. En. Design for information
22. Design Forum International for information
23. Garg & Associates for information
24. Muralage for information
25. Morphogenesis for information
26. Studio for Habitat Future (P) Ltd. for information
27. Architect Workshop for information
28. Datta & Datta Associates for information
29. Grid Architecture Interiors (Pvt.) Ltd. for information
30. Raj Rewal Associates for information

31. En Arch Consultants (P) Ltd. for information
32. Creative Circle for information
33. Sumit Maity Architects for information
34. Space Ace for information
35. Arcop Associates Pvt. Ltd. for information
36. SABS Arch. & Engg for information
37. C.P. Kukreja Architects for information
38. Gian P. Mathur & Associates (P) Ltd. for information
39. G.D. Sambhare & Co. for information
40. CEM Engineers for information


15.05.2020

Senior Architect
(Urban Parks & DUHF)

ATTENDANCE SHEET


PRE-BID MEETING

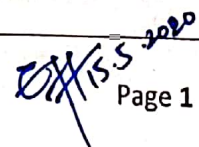
“The Delhi CycleWalk – Master Plan Concept” & “The Delhi CycleWalk – Phase - I”

Date: 13.05.2020

Time: 03:00 P.M.

Venue : Video Conference under the Chairmanship of Chief Engineer (SZ), DDA – Chairman
Consultancy Monitoring Committee

S.NO	DESIGNATION & DEPARTMENT / ARCHITECTURAL FIRM	NAME OF OFFICER	TELEPHONE NUMBER (OFFICE & MOBILE NO & EMAIL-ID)	SIGNATURE / REMARKS
1.	Chief Engineer (South Zone), DDA in Chair			PRESENT
2.	Dy. Chief Account Officer (South Zone), DDA	PRAMOD KUMAR	9811838069	PRESENT
3.	Director Landscape, DDA	DR. KALPANA KHURANA	9717211229	PRESENT
4.	Director UTTIPEC, DDA Dy. Dir. (Plg.) UTTIPEC	B. JEEVAN	9899394319	PRESENT
5.	Sr. Architect (UP&DUHF), HUPW	SMITA SAXENA	9910503824	
6.	Ex. Engineer (SWZ – 1), DDA	SANDEEP PUNIA	9560938950	PRESENT
7.	Pradeep Sachdeva Design Associates			
8.	Arch. En. Design			
9.	Design Forum International	PUSHPENDRA CHAHAR		PRESENT
10.	Garg & Associates			


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S.NO	DESIGNATION & DEPARTMENT	NAME OF OFFICER	TELEPHONE NUMBER (OFFICE & MOBILE NO & EMAIL-ID)	SIGNATURE
11.	Muralage	SUMIT ABARWAL		PRESENT
12.	Morphogenis			
13.	Studio for Habitat Future (P) Ltd.	MAYANK		PRESENT
14.	Architect Workshop			
15.	Datta & Datta Associates			
16.	Grid Architecture Interiors (Pvt.) Ltd.			
17.	Raj Rewal Associates			
18.	En Arch Consultants (P) Ltd.			
19.	Creative Circle			
20.	Sumit Maity Architects			
21.	Space Ace			
22.	Arcop Associates Pvt. Ltd.	RAJESH PANDITA		PRESENT
23.	SABS Arch. & Engg			

15.5.2020
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S.NO	DESIGNATION & DEPARTMENT	NAME OF OFFICER	TELEPHONE NUMBER (OFFICE & MOBILE NO & EMAIL-ID)	SIGNATURE
24.	C.P. Kukreja Architects	NAVIN MAHAJAN		PRESENT
25.	Gian P. Mathur & Associates (P) Ltd.	DEEPAK SAXENA		PRESENT
26.	G.D. Sambhare & Co.			
27.	CEM Engineers			
28.	Asstt. Director, UP & DUHF, HUPW	TANZEEL AHMAD	9999672995	<i>[Signature]</i> 13.05.20
29.				
30.				
31.				
32.				
33.				

[Signature] 15.5.2020
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PRE BID MEETING ATTENDANCE

Participants (17)

Search

- UP & DUHF Office Me
- RS Rajeev Singh Host - CE (SZ)
- DS Deepak saxena - Gian. P Mathur Associates Pvt. Ltd.
- KK Kalpana Khurana - Director Landscape
- M mayank - Studio for Habitat Future Pvt. Ltd.
- NS namita seth - Arch. Asstt., UP & DUHF
- N namitaseth9
- NA Naveen Mahajan C P Kukreja Architects
- P pramod16313 - Dy CAO (SZ)
- PC Pushpendra Chahar - DFI
- PC Pushpendra Chahar
- R rajeshpandita - Arcop Associates Pvt. Ltd.
- SS Smita Saxena - Sr. Architect, UP & DUHF
- S spoonia.mbm - Ex. Engineer, SWZ-1
- SA Sumit Agarwal - Muralage
- TD Tanzeel Ahmad AD, UP & DUHF
- U UTIPEC-8 - Dy. Director (plg.) UTIPEC

15.5.2020