

**PUNE CANTONMENT BOARD**  
**GOLIBAR MAIDAN**


**EXPRESSION OF INTEREST FOR APPOINTMENT OF CONSULTANT /**  
**TOWN PLANNER**

Pune Cantonment Board reinvites Expression of Interest from experienced Engineering firms / Consultants / Town Planners for scrutinization of the Draft Building Byelaws prepared by all Cantonment Boards in Southern Command and persue the guidelines and Model Building Byelaws prepared by the Higher Authorities and to ensure that the same are incorporated in the Byelaws.

The scope of work and services required to be rendered can be collected from the office of the Pune Cantonment Board, Golibar Maidan on payment of Rs. 1,000/- in cash and *can also be obtained from the Website of the Board [www.punecantonmentboard.org](http://www.punecantonmentboard.org)*. The Expression of Interest shall be submitted on or before 11.09.2017 upto 1200 hours in the office of the Cantonment Board, Pune in person or by post.

Pune Cantonment Board / CEO reserves the right to cancel entire or part of this process of invitation at any time without assigning reason therefor.

Date : 19 August, 2017

  
Chief Executive Officer  
Pune Cantonment Board  
**(Dr. D N Yadav)**

## **PUNE CANTONMENT BOARD**

Golibar Maidan, Shankarsheth Road, Pune – 1

### **EXPRESSION OF INTEREST FOR APPOINTMENT OF CONSULTANT**

#### **1. Brief Details of Work**

The Cantonment Boards in Southern Command viz. Ahmedabad, Ahmednagar, Ajmer, Aurangabad, Belgaum, Cannanore, Dehuroad, Deolali, Kamptee, Kirkee, Nasirabad, Pune, Secunderabad, St. Thomas Mount cum Pallavaram & Wellington have prepared the Draft Building Byelaws as per the guidelines and Model Building Byelaws prescribed by the Higher Authorities. The Building Byelaws are basically norms / guidelines / procedures for regulation of building construction activity in the Cantonment. The Engineering Firms / Consultants / Town Planners are required to scrutinize the Draft Building Byelaws prepared by the said Cantonments in Southern Command and after thoroughly analyzing and scrutinizing , it has to be ensured that all requisite provisions are incorporated therein. The Guidelines and the Model Building Byelaws are specified in Para 2 below.

#### **2. Scope of work for the Engineering Firms /Consultants /Town Planners**

- a.** The Draft Building Byelaws are to be prepared by the respective Cantonment Boards in Southern Command as per the guidelines prepared by the Ministry of Defence and should be based on the broad framework prescribed in the guidelines issued under DGDE letter No. 12/1/BLDG BYELAWS/GEN/C/DE/2015 dated 23.05.2016 & 17.07.2017 and the Model Building Byelaws framed by the Directorate General, New Delhi (copies enclosed). If there are specific requirements of a particular Cantonment necessitating deviating from the guidelines, in any respect, the same needs to be adequately justified.
- b.** The FSI restrictions under imposition in their respective Cantonment Boards and the relaxation specified under para 3 of HQSC letter No. 100476/FSI/Q(L) are to be strictly adhered to while framing the draft Building Byelaws. It is mandatory of the respective Cantonment Boards that while sanctioning the Building Plan it is ensured that the Building Byelaws, the provisions of the Cantonments Act, 2006, the existing FSI restrictions and the Land Policy of the MoD as issued from time to time is adhered to. It has to be ensured that the Draft Building Byelaws prepared by the respective Cantonment Boards have taken into account the prevailing Building Byelaws

/ Development Control Rules / Building Permission Rules of the adjoining neighbouring Municipal body / Corporation.

- c. The Draft Building Byelaws shall take into account the regulations / provisions of the relevant sections of the National Building Code of India and that the same should be incorporated in the Draft Building Byelaws.
- d. The work of preparation of Land Use Plan for the particular Cantonment if not earlier prepared is also to be carried out. In such case, the earmarking of zones for residential, institutional, commercial, residential-cum-commercial and other activities should be carried out. Also, the improvement scheme for areas considered sub-standard on account of narrowness of streets, poor lighting, poor ventilation or irregular line of buildings in a street need to be planned.
- e. A completion certificate shall be issued by the Engineering Firm / Consultant / Town Planner on entire completion of the work certifying that the Draft Building Byelaws of all the Cantonments in Southern Command have been duly corrected / amended / updated and have incorporated all the prescribed rules / guidelines.

### **3. Payment of Professional Fees to the Engineering Firm / Consultant / Town Planner**

The Engineering Firm / Consultant / Town Planner is required to quote the professional fees on lumpsum basis only (fees quoted on percentage basis or on any other basis will not be accepted and will render such offers to be rejected) for the Building Byelaws and the Land Use Plan separately. The fees are to be quoted for which the terms of payment have been specified below :-

#### **Terms of Payment for Building Byelaws :-**

- i. On scrutiny of the draft Building Byelaws prepared by all the Cantonment Boards in Southern Command in the light of the scope of work mentioned at para 2 above and preparing a list of corrections / modifications / additions to be made therein 30%
- ii. On cross checking and re-scrutiny of the corrected copies of the draft Building Byelaws received from the Cantonment Boards to confirm whether they are finally ready for submission to the office of the Directorate, SC, Pune 30%

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|------|--|-----|
| iii. | On receipt of confirmation from the office of the Directorate, SC, Pune that the draft Byelaws have been forwarded to the office of DG DE, New Delhi       | 30% |
| iv.  | Final bill after receipt of approval / acceptance from the office of the Director General, New Delhi that the Draft Building Byelaws received are in order | 10% |

**Terms of payment for preparation of Land Use Plan :-**

The terms of payment for preparation of Land Use Plan as per the scope of work specified in Para 2(d) above shall be as under :-

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|------|--|-----|
| i.   | Carrying out survey of the different areas of the Cantonment and preparing draft plan earmarking various zones as specified for approval of Board                  | 20% |
| ii.  | Preparing the Land Use Plan earmarking the various Zones in distinctive colours alongwith a detailed report specifying the requisite including road widening plans | 70% |
| iii. | Final bill after receipt of approval / acceptance from the office of the Director General, New Delhi   | 10% |

**4. Acceptance of quotation**

The Accepting Authority is not bound to accept the lowest or any quotation or to give any explanation of not doing so. The Engineering Firm / Consultant / Town Planner should note that the appointment for undertaking the work is subject to the sanction of Competent Authority.

**5. Execution of Agreement**

The successful participant whose offer have been accepted will have to execute the Contract Agreement on Stamp Paper of Rs. 100/- within a period of seven days from the date of intimation of the acceptance.

**6. Security Deposit**

The successful participant will have to deposit Rs. 50,000/- as Security Deposit in the form of Bank Guarantee drawn on any Nationalized Bank / Fixed Deposit Receipt drawn in favour of Chief Executive Officer, Pune Cantonment Board before execution of the Contract Agreement.

**7. Eligibility Criteria**

The interested Engineering Firm / Consultant / Town Planners shall fulfill the following criteria to qualify to bid for the said work.

- i. **Educational Qualification** : should be a Minimum Degree holder in Civil Engineering /Town Planning.
- ii. **Experience Criteria** : should have undertaken and completed works of similar nature in Town Planning Department or any other Government Department and have adequate experience in planning and designing of buildings.

## **8. Date of Submission**

The Expression of Interest shall be submitted on 11.09.2017 upto 1200 hours in the Office of the Cantonment Board, Golibar Maidan, Pune in person. The offer should be submitted in Sealed Envelopes as follows :

### **Envelope A should contain the following –**

The following documents are required for fulfillment of the eligibility criteria –

Copy of Registration Certificate

Complete Company Profile

Works Completed

Works in hand in the field of planning & designing of buildings

IT Returns of last three years

Audit Reports

Experience Certificate preferably in the field of Town Planning / having worked with a local body for building permissions

### **Envelope B should contain the following –**

The Professional fees to be quoted only on lumpsum basis for the Draft Building Byelaws and for the Land Use Plan separately.

The Envelope A will be opened on 12<sup>th</sup> September, 2017 at 1100 hours in the office of the Cantonment Board, Golibar Maidan, Pune and will be scrutinized in the light of eligibility criteria and qualifications. The Envelope B of the qualified bidders will be opened thereafter. The date will be intimated.

The Pune Cantonment Board / CEO reserves the right to cancel entire or part of this process of invitation at any time without assigning any reasons therefor.

Date : August, 2017

Chief Executive Officer  
Pune Cantonment Board  
**(Dr. D N Yadav)**