



A.P. Urban Greening and Beautification Corporation Ltd
Government of Andhra Pradesh

EXPRESSION OF INTEREST

for

EMPANELMENT OF LANDSCAPE ARCHITECTS / ARCHITECTS
WITH ACCOMPLISHED EXPERIENCE IN LANDSCAPE DESIGN
FOR PROVIDING ARCHITECTURAL SERVICE TO VARIOUS
LANDSCAPE PROJECTS IN ANDHRA PRADESH

Andhra Pradesh Urban Greening and Beautification Corporation Ltd.
3rd Floor, Flat No: 306, In-tech Residency, Khairatabad
Hyderabad - 500004
Email: apurbangreening@gmail.com

DISCLAIMER

1. The information contained in this Expression of Interest ("EoI") document, containing 15 pages, or subsequently provided to Applicants (Firms), whether verbally or in documentary or any other form by or on behalf of Andhra Pradesh Urban Green and Beautification Corporation Ltd (herein after referred to as APUG&BCL/ The Authority) or any of its employees, is provided to Applicants on the terms and conditions set out in this EoI and such other terms and conditions subject to which such information is provided.
2. This EoI is not an agreement or an offer by the Authority to the prospective Applicants or any other person. The purpose of this EoI is to provide interested parties with information that may be useful to them in the formulation & submission of their applications pursuant to this EoI.
3. This EoI includes statements, which reflect various assumptions and assessments arrived at by the Authority in relation to the Empanelment of Architects. Such assumptions, assessments and statements do not purport to contain all the information that each Applicant may require.
4. This EoI may not be appropriate for all persons, and it is not possible for the Authority and its employees to consider the objectives, technical expertise and particular needs of each party who reads or uses this EoI. The assumptions, assessments, statements and information contained in this EoI, may not be complete, accurate, adequate or correct. Each Applicant should, therefore, conduct its own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments and information contained in this EoI and obtain independent advice from appropriate sources. Information provided in this EoI to the Applicants may be on a wide range of matters, some of which may depend upon interpretation of law. The information given is not intended to be an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. The Authority accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on the law expressed herein.
5. The Authority and its employees/ advisors make no representation or warranty and shall have no liability to any person including any Applicant under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this EoI or otherwise, including the accuracy, adequacy, correctness, reliability or completeness of the EoI and any assessment, assumption, statement or information contained therein or deemed to form part of this EoI or arising in any way in this Empanelment Process.
6. The Authority also accepts no liability of any nature whether resulting from negligence or otherwise however caused arising from reliance of any Applicant upon the statements contained in this EoI.
7. The Authority may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumption contained in this EoI.
8. The issue of this EoI does not imply that the Authority is bound to empanel an Applicant or to appoint the Selected Applicant, as the case may be, for any Architectural Consultancy and the Authority reserves the right to reject all or any of the applications without assigning any reasons whatsoever.

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ANDHRA PRADESH URBAN GREENING & BEAUTIFICATION CORPORATION LTD

Empanelment of landscape architects / architects with accomplished experience in landscape design for providing architectural service to various landscape projects in A.P.

1. INVITATION FOR EXPRESSION OF INTEREST

- a) Government of Andhra Pradesh have constituted A.P. Urban Greening and Beautification Corporation Ltd (APUG&BCL) vide G.O.Ms.No.25, MA&UD (M2) Dept. dt.11.02.2015 for protection, planning and up-gradation of all urban vacant lands, municipal lands, parks, green zones, waterbodies and urban river fronts to manage them effectively by establishing parks, urban forestry, river front landscapes and herbal plantations etc., in all the Urban Local Bodies (ULBs) of the state.
- b) The main objectives of the corporation include, enhancing the greenery and aesthetics to mitigate the climate change in the urban areas of the state through plantations, parks, river fronts, water bodies and other landscape projects.
- c) APUG&BCL intends to empanel Landscape Architects / Architects who have accomplished experience in providing architectural service to various landscape projects and support APUG&BCL in conceptualizing and development of such Projects for Greening & Beautification across the Urban Local Bodies (ULBs) in the State.
- d) The applications must be received in the manner specified in the EoI document at the address given below.

The Managing Director

A.P. Urban Greening and Beautification Corporation Ltd
3rd Floor, Flat No: 306, In-tech Residency, Khairatabad
Hyderabad - 500004 Email: apurbangreening@gmail.com
Phone: 040- 23397233, Fax: 040-23397234

- e) The eligible Landscape Architects/ Architects with accomplished experience in landscape design will be empanelled based on their experience in rendering relevant Architectural Consultancy Services as specified in this EoI.

- f) The application shall be filled in English and all entries must be typed and written in blue/black ink. Initials of the Authorised representative of the applicant must attest all erasures and alterations made while filing the application. Failure to comply with any of these conditions may render the application invalid.
- g) APUG&BCL shall not be responsible for any costs or expenses incurred by the applicant in connection with the preparation and delivery of the application.
- h) APUG&BCL reserves the rights to cancel, terminate, change or modify this EoI process and /or requirements of the application stated in the EoI, without assigning any reason or providing any notice and without accepting any liability for the same.
- i) Prospective applicants may seek any clarification in this regard from the office of the Managing Director or the authorized designator/s indicated below, A.P. Urban Greening and Beautification Corporation Ltd, during the office hours.

General Manager (Admn.) / Manager, Urban Greening

Mobile No: 7093744566 / 9848939658

Office: 040- 23397233, Fax: 040-23397234

Email: apurbangreening@gmail.com

- j) The details can be downloaded from the APUGBCL website mentioned below:
www.urbangreening.ap.gov.in
- k) There is no due date or last date of submission for the EOI for empanelment of Landscape architects. However, the applications received shall be considered for empanelment as and when APUG&BCL requires the Consultancy services. Hence, any interested Landscape Architects duly fulfilling the eligibility criteria defined below are encouraged to submit the applications towards empanelment at the earliest.

2. JURISDICTION / AREA UNDER APUG&BCL

The following are the jurisdiction / area under APUG&BCL where the empanelled architects shall provide their architectural services

- a) Territorial area in the municipal administrative jurisdiction in the state of Andhra Pradesh.
- b) Fringe rural areas that are necessary and incidentally to be covered in the interest of an urban area/ future city or under any plan of the Government.

- c) Territorial Jurisdiction of Industrial local authority / SEZ/ specified authority/ Urban Development Authority or the area as directed by the Government for the purpose of urban greening / beautification.
- d) Project/ Transit / Coastal Corridors developed / envisaged wherein a city/urban area interest is involved.
- e) Temple area of seven major temples Srisailam, Srikalahasti, Kanipakam, Kanaka Durga (Vijayawada), Dwaraka Tirumala, Annavaram and Simhachalam.
- f) Any other areas as notified by the Government or APUG&BCL from time to time.

3. ELIGIBILITY CONDITIONS

The interested Architects shall meet the following eligibility criteria.

- a) The Landscape Architects/ Architects with accomplished experience in landscape design shall be registered with Council of Architecture (CoA).
- b) The Landscape Architects/ Architects with accomplished experience in landscape design should have professional experience in providing consultancy services during five years preceding date of issue of EOI. *This should be supported by necessary documentary proof.*
- c) The Landscape Architects/ Architects with accomplished experience in landscape design should have rendered architectural consultancy services for any ¹similar landscape projects with an aggregate project cost not less than Rs.100 lakhs (*limited to a maximum of five individual projects*) during the last 5 years preceding date of issue of EOI. *This should be supported by certificate/s from the client/s for satisfactory completion of the project.*
- d) Due consideration will be given to the Landscape Architects possessing a post graduation degree in landscape by relaxing the architectural consultancy service experience as detailed above at clause 3(c) while evaluation of application.

The interested architects who satisfy the above eligibility criteria only should submit their application in the prescribed format with all necessary documents.

4. SCOPE OF SERVICE

- a) The Landscape Architects/ Architects with accomplished experience in landscape design are expected to provide architectural services (*including but not limited to conceptual drawings, layout plans, detailed designs & drawings, BOQ's and detailed cost estimates as per latest SSR, GoAP*) for projects at various locations within the above

¹*Similar landscape projects include Architectural services for landscaping, development of recreational parks / Gardens, road medians / rotary islands, avenues plantation, water front / tank bund development, tourism projects with landscape development.*

indicated jurisdiction of APUG&BCL. Projects include but not limited to development of eco / recreational parks, development of road medians / avenues plantation, development of lake / tank bund projects, golf tracks, etc.

- b) The selected Landscape Architects/ Architects with accomplished experience in landscape design shall co-ordinate with the Managing Director or his authorized representative throughout the period of execution, and shall provide satisfactorily the above indicated architectural / landscape consultancy services in successful execution of the projects entrusted in the ULBs.

5. PREPARATION, SUBMISSION AND EVALUATION OF APPLICANT/S

- a) The EOI application in prescribed form duly completed and signed along with other necessary documents should be submitted in a sealed cover duly highlighting as **“EOI - for empanelment of Landscape Architects / Architects with accomplished experience in landscape design for APUG&BCL”** along with the name of the Firm and its address.
- b) Incomplete application & unsigned application form/s or non-submission of the same will be summarily rejected. Applications submitted with any pre-condition or additional conditions other than the conditions prescribed and supplied by the APUG&BCL will also be summarily rejected.
- c) The applicant /s are required to submit the following documents towards meeting the eligibility conditions along with the application
- i. Covering Letter as per the format in Annexure - I
 - ii. Organisational experience and profile as per the format in Annexure - II
 - iii. Summary of key professionals and all technical staff as per the format in Annexure - III
 - iv. Curriculum vitae of key professionals as per the format in Annexure - IV
- d) The Applicant shall furnish all the required information as per the format/s and duly signed on each page of the application.
- e) The applicant may furnish any additional information, which is deemed necessary to establish their capability to successfully rendering architectural consultancy services.

Superfluous information need not be furnished and no information shall be entertained after submission of EOI document unless specifically called for.

- f) Any information furnished by the applicant found to be incorrect either immediately or at a later date, would render the applicant liable to be debarred from taking up the consultancy services.
- g) No Applicant or its Associate shall submit more than one Application for the Consultancy.
- h) APUG&BCL reserves the right to seek further information / clarifications from any of the Applicant on the submitted documents and the same shall be sought through a written communication/ email.
- i) The application should be submitted personally or through post / courier in the office of 'The Managing Director, A.P. Urban Greening and Beautification Corporation Ltd, 3rd Floor, Flat No: 306, In-tech Residency, Khairatabad, Hyderabad - 500004 .
- j) It may note that this is not a request for proposal / tender. After review and scrutiny of Expression of Interest, the suitable Architects will be empanelled for rendering architectural consultancy services indicated above (*Scope of Service*), as per due procedure.
- k) As and when the services of empanelled firms are required, APUGBCL would request concept design/quotes from the firms (shortlisted based on their profile, past experience or any other criteria). Based on the selection criteria, APUGBCL would choose the firm.
- l) The landscape architects may be dispensed with at any time giving one month notice in the event of non-performance, under performance or any other reason which would be specified.
- m) The empanelment will be valid for 36 months.
- n) The team should be available for taking up of assignment work as and when required by APUG&BCL at a short notice.
- o) The discretion and decision of the Managing Director in respect of empanelment of the architects / firms will be final.

6. APPLICATION FORMATS

ANNEXURE - I

Format of Covering letter
(On the Applicant Letter Head)

To:
Managing Director,
A.P. Urban Greening and Beautification Corporation Ltd,
3rd Floor, Flat No: 306, Intech Residency,
Khairatabad, Hyderabad - 500004.

Dear Sir,

Sub: Expression of Interest for empanelment of Landscape Architects/ Architects with accomplished experience in landscape design with A.P. Urban Greening and Beautification Corporation Ltd – Submission of Application

-oOo-

In response to your Notice published in your web portal www.urbangreening.ap.gov.in, I / We submit my/our application as follows:

We have examined the details given in this EOI notice, details & proforma for empanelment of Landscape Architects/ Architects with accomplished experience in landscape design for providing the Architectural service for various projects; I / we hereby submit and acknowledge the following information.

1. Name of the applicant's : _____
(in BLOCK LETTERS)
2. Full address : _____
 - a. Telephone No: _____
 - b. Office/ Mobile No : _____
 - c. Fax : _____
 - d. Email Id : _____
3. Whether Proprietary/ Partnership/ Registered firm / Public/ Private Ltd.:
(Relevant certificates of registration / Partnership deed to be enclosed)
4. COA Registration No. and Date : _____
5. Income-Tax (PAN/TAN) No. : _____
6. Service Tax Registration No. : _____

7. Contact details of the Authorised contact person

- a. Name / Designation : _____
b. Postal Address : _____

- c. Tel. / Mobile No : _____
d. Email Id : _____

8. Category of the Principal Architect : **LANDSCAPE ARCHITECT / ARCHITECTS WITH ACCOMPLISHED EXPERIENCE IN LANDSCAPE DESIGN**
(Pls. Tick / indicate one)

9. I / We hereby certify that all the statements made and information furnished in the enclosures are true and correct.
10. I / We have furnished all information and details necessary for EOI and have no further pertinent information to supply.
11. I / We also agree that the Managing Director (APUG&BCL) or their authorized representatives can approach individuals, employers and firms to verify our competence and general reputation.
12. I / We submit certificates in support of our suitability, technical knowhow and capability for having successfully completed the projects, in prescribed format.
13. I/We agree that the discretion and decision of the APUG&BCL in respect of the empanelment of the Landscape Architects/ Architects with accomplished experience in landscape design is final and binding.

Signature of Applicant

Name & Designation of Signatory

Date : _____

Enclosure (if any):

- 1.
- 2.
3. Etc

ANNEXURE - II
(Application format)

ORGANIZATIONAL EXPERIENCE & PROFILE

Application for Expression of interest

LIST OF APPLICANT'S SIMILAR PROJECTS		
S. NO	PARTICULARS	DESCRIPTION
PROJECT-1:		
1.	Project Location	
2.	Description of Project	
3.	Approx. Project Cost (Rs. in Lakhs.)	
4.	Duration of Assignment (months)	
5.	Start date (month/year)	
6.	Completion date (month/year)	
7.	Name & Address of the Department / Organization (Client)	
8.	Certificate enclosed (Yes / No)	
PROJECT-2:		
1.	Project Location	
2.	Description of Project	
3.	Approx. Project Cost (Rs. in Lakhs.)	
4.	Duration of Assignment (months)	

LIST OF APPLICANT'S SIMILAR PROJECTS		
S. NO	PARTICULARS	DESCRIPTION
5.	Start date (month/year)	
6.	Completion date (month/year)	
7.	Name & Address of the Department / Organization (Client)	
8.	Certificate enclosed (Yes / No)	
PROJECT-3:		
1.	Project Location	
2.	Description of Project	
3.	Approx. Project Cost (Rs. in Lakhs.)	
4.	Duration of Assignment (months)	
5.	Start date (month/year)	
6.	Completion date (month/year)	
7.	Name & Address of the Department / Organization (Client)	
8.	Certificate enclosed (Yes / No)	

Signature of Applicant

Name & Designation of Signatory

Date:

The Applicant may add more sheet for demonstrating the project experiences. (Documentary proof of this information shall be attached).

ANNEXURE - III

SUMMARY OF KEY PROFESSIONALS AND ALL TECHNICAL STAFF

(The professionals working with the Architect and who will be available for the landscape projects assigned by the APUG&BCL)

Sl. No	Name & Designation of key professionals and Technical Staff	Qualifications	Area of Expertise/ Specialization	Important projects handled with location, size and cost	Total number of years of experience	Years with the firm
1.						
2.						
3.						
4.						
10.						

Signature of the applicant:

Name & Designation of the Signatory

Date:

ANNEXURE - IV

Curriculum Vitae of key professionals:

Principal Landscape Architect and other technical staff working with them.

1. NAME OF STAFF :
2. NATIONALITY :
3. PERSONAL ADDRESS TELEPHONE / FAX NO.: EMAIL ADDRESS:
4. EDUCATION :
5. OTHER TRAINING :
6. LANGUAGES:
7. MEMBERSHIP IN PROFESSIONAL SOCIETIES:
8. EMPLOYMENT RECORD
- 9.

Sl. No	From	To	Employer	Description of duties	Major Projects handled (include location, size and project costs)

Certification

I undersigned, certify that to the best of my knowledge and belief this resume correctly describes myself, my qualification and my experience. I understand that any willful misstatement described herein may lead to disqualification or dismissal, if employed.

Signature of the staff member
Date:

Signature of the Applicant
Name & Designation of the Signatory
Date: