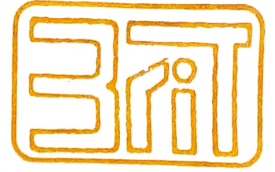


BALASORE REGIONAL IMPROVEMENT TRUST



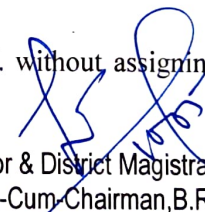
AT - STATION SQUARE, O.T. ROAD, BALASORE - 756001, TEL: (06782)263080

EXPRESSION OF INTEREST (EOI) FOR EMPANELMENT OF ARCHITECTURAL FIRMS..... /BRIT
UNDER B.R.I.T. BALASORE.
No. 2242 /BRIT, Bls. Dt. DATE 10.05.2023

Balasore Regional Improvement Trust, Balasore invites Expression of Interest from Architectural/Consultancy Firms for "Empanelment of Architectural Firms with Accomplished expertise in Urban Design, Interior and Landscape Architecture for providing Architectural Services to various developmental projects under Balasore Regional Improvement Trust, Balasore. The minimum criteria and scope of service for bidding expression of Interest shall avail from the district portal www.baleswar.nic.in Website. Interested parties may download the EOI document from the district website as above.

The last date and time of receipt of Expression of Interest with all requisite documents is 30.05.2023 up to 1.00P.M and to be submitted to the Secretary, B.R.I.T. with Regd/Speed post and the same shall be opened on 02.06.2023 at 11.30A.M.in presence of the bidders or their authorized representatives. The EOI received after due date and time shall not be entertained. The validity will remain for a period of One year.

The authority reserves the right to cancel any or all E.O.I. without assigning any reason thereof.


Collector & District Magistrate,
Balasore-Cum-Chairman, B.R.I.T.,
Balasore.

Memo No. _____/BRIT, Bls.

Dtd. _____

Copy to the District Informatics Officer, NIC, Balasore for information with a request to upload/display the EOI Notice of B.R.I.T. by 10.05.2023 in the district portal for wide circulation and information of the general public.


Secretary.

Memo No. _____/BRIT, Bls.

Dtd. _____

Copy forwarded to the Advertisement Manager, the Samaj for information & necessary action. It is requested to publish the aforesaid Notice in the Newspapers on or before 11.05.2023 for wide circulation and awareness of the general public.


Secretary.

Memo No. _____/BRIT, Bls.

Dtd. _____

Copy to Office Notice Board for necessary circulation and information of the general public.


Secretary.

GOVERNMENT OF ODISHA



H & UD DEPARTMENT, BALASORE REGIONAL IMPROVEMENT TRUST, BALASORE.

EXPRESSION OF INTEREST For

EMPANELMENT OF ARCHITECTURAL FIRMS (OR CONSORTIA) WITH
ACCOMPLISHED EXPERTISE IN URBAN DESIGN, INTERIOR AND LANDSCAPE
ARCHITECTURE FOR PROVIDING ARCHITECTURAL SERVICE TO VARIOUS PROJECTS
IN BALASORE REGIONAL IMPROVEMENT TRUST, BALASORE.

Balasore Regional Improvement Trust, Balasore
Station Square, O.T. Road, Balasore- 756001,
Tel Phone No-(06782)263080
Email: writ2britbalasore@gmail.com

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DISCLAIMER

- a) The information contained in this Expression of Interest ("EOI") document subsequently provided to Applicants (Firms), whether verbally or in documentation or any other form by or on behalf of Balasore Regional Improvement Trust, Balasore (here in after referred to as BRIT/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.
- b) 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.
- c) 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.
- d) 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 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.
- e) 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.
- f) 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.
- g) 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.
- h) The issue of this EOI does not imply that the Authority is bound to empanel an Applicant or to appoint the Selected Applicant for any Architectural Consultancy and the Authority reserves the right to reject all or any of the applications without assigning any reasons whatsoever.

1. Invitation of Expression of Interest

The Balasore Regional Improvement Trust, Balasore came into existence w.e.f. 2nd October 1995 vide Notification No.30982/HUD Dtd.15.09.95 Of H & U.D. Department by up grading the standard & status of the erstwhile Special Planning Authority, Balasore, constituted vide Govt. in H & U.D Notification No.23308 dt.28.07.1978 in order to develop planned & systematic way of urbanization in general & particularly in town areas, comprising of residential, commercial, industrial & institutional sectors.

Balasore Master Plan Area comprising of 233.82 sq.kms. Municipality/NAC area and 205 number of Revenue villages of adjoining rural area, with a population of 2,60,532 According to the 2011 census and. Water supply, street lighting, maintenance of roads, drainage and Solid waste management services are provided by the PHEO/RWSS/Balasore Municipality/Remuna NAC.

- a) BRIT intends to empanel Architectural/Consultancy firms which have accomplished experience in providing architectural services in field of urban design, interior and landscape projects and support BRIT in conceptualization and development of such projects for revitalization of the Urban Local Body and Town Planning area.
- b) The applications must be received in the manner specified in the EOI document at the address given below-

Office of The Balasore Regional Improvement Trust, Balasore

Station Square,O.T. Road,Balasore– 756001,

Tel Phone No-(06782)263080

Email: writ2britbalasore@gmail.com

- c) The eligible Architectural/Consultancy firms with accomplished experience in urban design, interior design and landscape architecture will be empanelled based on their experience in rendering relevant Architectural Consultancy Services as specified in this EOI.
- d) The application shall be filled in English and all entries must be typed and written in blue/black ink. Initials of the Authorized 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.
- e) BRIT shall not be responsible for any costs or expenses incurred by the applicant in connection with the preparation and delivery of the application.
- f) BRIT 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.
- g) Prospective applicants may seek any clarification in this regard from the office of the authorized designator/s indicated below, Balasore Regional Improvement Trust, Balasore, during the office hours.

Balasore Regional Improvement Trust, Balasore

Station Square,O.T. Road,Balasore– 756001,

Tel Phone No-(06782)263080

Email: writ2britbalasore@gmail.com

- h) The details can be downloaded from the Balasore District website mentioned www.Baleswar.nic.in

2.Scope of Services

— The Scope of Services includes, but is not limited to, any or all activities incidental to and required for the development of the proposal at each stage (not limited to participation in collaborative meetings and presentations with BRIT to develop and present the proposal).

— The Consultant, who will work in conjunction with BRIT, shall undertake the below mentioned services or any similar/relevant services as specified in this EOI.

- I. Conservation of Heritage Structures.
- II. Creating Parking Facility/zones across the city (incl. Multi-Level Parking Complex)
- III. River front Development
- IV. Developing Sports facilities
- V. Municipal or Urban engineering
 - a. Municipal infrastructure involves specifying, designing, constructing and maintaining streets, sidewalks, street lighting etc.
 - b. MSW management and disposal, and
 - c. Public parks and cycling infrastructure.
- VI. Development of Public Square
- VII. Landscape architecture
 - a. Environmental restoration; Parks and recreational spaces
 - b. Green infrastructure planning and provision.
 - c. Open Space Design – Hard & Soft Areas
 - d. Landscape Structures & Features
 - e. Illumination Design (including light fixtures, light poles etc.)
 - f. Signage & Graphic Design and Artefacts/ Sculpture (Local Architecture elements)/Urban Art Installation
 - g. Approach Road & Car Parking Beautification
 - h. Vehicular & Pedestrian Movement
 - i. Plantation Design
 - j. Irrigation System, Surface Drainage & Water Management (Rainwater harvesting)
- VIII. Junction Development
- IX. Face lifting of markets
- X. Development of City Gateways
- XI. Development of Auditorium
- XII. Development of cultural center/park for disabled people.

- XIII. Revamping of Major roads.
- XIV. Establishment of River front restaurants and Food Street
- XV. Co-ordination of External Services
- XVI. Periodic Inspection & Evaluation of Works at site
- XVII. Methodology for Execution & Maintenance

— All Scope of Services shall be undertaken in accordance with the terms of the Agreement; and in coordination and collaboration with BRIT for the development of the design for the various elements of the Project through the noted stages.

3.Schedule of Services

Stage 1: SITE SURVEY & EVALUATION

- a. Examine physical site constraints and potential; and prepare a design brief.
- b. Study of existing land use in and around the project area.
- c. Study of contextual issues, socio-cultural aspects, landscape features and built formats.
- d. Study of existing infrastructure, accessibility, circulation pattern and parking.
- e. Prepare report on site evaluation, state of existing buildings, and analysis with basic approach to circulation, activity distribution, interconnectivity and external linkages including rough estimate of project cost.
- f. Assessment of impact of re-development/renewal plan on the project area and its immediate environs.
- g. Furnish report on measures required to be taken to mitigate the adverse impact, of the existing and / or proposed development/ re-development on its immediate environs.
- h. Legal framework of the proposal keeping in view the free hold nature of the property.

Deliverables:

- ✓ Report of existing site evaluation, measures to be taken for proposed development.

Stage 2: CONCEPT DESIGN

- a. Preparation of concept design of the area showing circulation pattern, zoning of various land uses and relevant details, re-development/ renewal strategy.
- b. Assessment of utility services and their inter connectivity.

- c. Furnish revised rough estimate of project cost as per concept design/ re-development objectives.
- d. Preparation of three-dimensional form in relation to open spaces, model 3D views showing the proposal and surrounding areas.
- e. Submission of model and Conceptual design to Balasore Regional Improvement Trust, Balasore for approvals and ensure compliance with codes, standards and legislation, as applicable and carry out necessary changes as may be required.

Deliverables:

- ✓ Presenting the Conceptual Design to BRIT and obtaining the concurrence of BRIT official (inclusive of 3-D rendered images)
- ✓ Receive Final signoff on the Concept from the BRIT.
- ✓ Preparation of Estimates as per concept design.
- ✓ Submission of conceptual designs & cost estimates to BRIT

— Attend and participate in any design conferences, workshops and design review meetings, as suggested by the BRIT and prepare and submit minutes of such meetings on the same day.

Stage 3: DETAILED DESIGN

- a. Preparation of drawings showing the common facilities for circulation, parking, open spaces and external Architectural form.
- b. Preparation of drawings showing Architectural controls/ guidelines, features and specifications.
- c. Preparation of component drawings for heritage structures like museum, souvenir store, entrance plaza etc.
- d. Preparation of drawings showing landscape, street furniture, graphic signage and lighting.

Deliverables:

- ✓ Prepare detail designs of various external elements and components.
- ✓ Presentation of the urban design study to the statutory authorities for approval and ensures compliance with codes, standards and legislation, as applicable and carry out necessary changes as may be required.
- ✓ AUTOCAD drawings (Hard and Soft Copy) of complete proposal for use by administration.

- ✓ Furnish urban design report including implementation strategy.
- ✓ Tender Drawings, Specifications, BOQ's, Rate Analysis and any other technical information required in the draft tender documentation (For clarity the Pre- Tender stage requirements would necessarily be based on completion of all requirements in the Tendering stage. No area variation would be permitted beyond this stage including a variation of not more than 5% in other tender items like BOQ's, specifications & rate analysis etc.
- ✓ Furnish modified project cost.

Stage 4: IMPLEMENTATION

- a. Provide Comprehensive Architectural Services regarding Site Development works.
- b. Provide Landscape Architectural Services to public spaces.
- c. Review and certification of detailed Architectural design of each of the constituent components for construction or development within the area under urban design / urban renewal before approval by statutory authorities.
- d. Preparation of working drawings for landscape civil works and horticultural works, including setting out, incorporating special requirements for landscape over basement such as screed plan etc.
- e. Coordination with BRIT, architects and other Consultants working on the project.
- f. Periodic site visits to ensure execution of work as per drawings and instructions.

Deliverables

- ✓ Full GFC drawing set to be delivered as per the time schedule agreed with the selected Consultant (3-Copies).
- ✓ All discrepancies during execution and not as per the original design intent to be brought to the notice of BRIT in writing.
- ✓ A site visit report after every scheduled site visit.
- ✓ Obtain stage-wise completion certificate from BRIT after successful delivery of the last GFC after due acknowledgement from the contractor.
- ✓ Issue Methodology for maintenance of executed works and prepared tender documents for maintenance work.

Special Conditions:

- All drawings to be delivered in hard (3-Sets) and soft copies (CAD &PDF)
- All renderings to be submitted in Hard and Soft (Jpg &PSD)
- All final stage wise presentation/meetings/workshops to be attended by the project director who would issue a certificate at the end of each stage stating that the original design intent is being

maintained.

- All variations/additions/alterations etc. beyond the current scope and listed deliverables should be incorporated after written communication from the BRIT.
- Any detailed model & walkthroughs if required during the assignment would be paid on mutually agreed terms however the Architectural firm shall need to coordinate and provide all necessary inputs and details as may be required.
- Coordinating with all sub-consultants and specialist (in those areas) would be the prime responsibility of the Consultant. Any points of conflicts or disagreements in such coordination should be communicated to the BRIT in writing to ensure an early resolution.
- Any other requirement beyond the current scope of work that may arise during this assignment needs to be communicated in writing to the BRIT well in advance to preserve the agreed timelines of the project.
- Consultant is expected to maintain a timeline / schedule of the project deliverables pertaining to the current scope in any compatible scheduling / Project management software. Any ensuing delays / deviations in the agreed timelines would be brought to the notice of the BRIT in writing.

4. Eligibility

Eligibility for Category – I

- The applicant must be a reputed consulting firm with multiple specializations, experience and expertise in Urban Design, Interior, and Landscape Architect Consultancy Services for Municipalities, Township & Big Corporate office projects in India or abroad for the period of minimum **5 years** ending **31-12-2022**.
- The applicant should have provided Urban Design, Interior and Landscape Architect Services for at least three projects each of **Rs. 1.00 Crore** or Two works each of **Rs. 1.25 Crores** or One work of **Rs.5.00 Crores** in single contract of similar nature in last **5 years** ending **31-12-2022**.
- No JV firm can participate for the empanelment.
- The applicant should be an individual consultant or have a registered firm or be from consulting firm registered in India and submit a valid proof for registration in council of Architects in India.
- The applicant should have valid PAN No., GST and Service Tax Registration No.
- The Consultant should have average annual turnover of at least **Rs. 1.00 Crore (One Crore)** in the last three financial years ending **31st March 2022**.
- The eligible consultants shall be required to submit self-attested copies of the following along

with the application:

- Documents verifying the claim as per above including the appointment letter or work order or contract agreement or letter of successful completion from the client. Alternatively, an affidavit of genuineness of such certificates needs to be submitted by the firms.
- Copy of audited Balance Sheet along with Profit and loss Account statement of the firm for the last three financial years (Year 19-20, Year 20-21 & Year 2021-22)

5. Post Empanelment:

- After verification of credentials the successful parties/firms shall receive a confirmation e-mail from Balasore Regional Improvement Trust, Balasore.
- After empanelment of Architectural firms, the successful parties shall receive the project requirements from BRIT via: e-mail along with a deadline to present the Conceptual Plans of the project.
- All empanelled architectural firms shall present their Conceptual Plans to the BRIT-Officials along with **financial proposal in (%) Percentage Rate**, based on the technical and financial proposals presented by the interested parties (via: presentation or any other means of communication) BRIT shall review and take decision on the basis of QCBS (Quality Cost-Based Selection) and shortlist the Architectural firm and the successful party shall be issued with a work order for developing the further detailed drawings, preparation of DPR's, Line Estimates/BOQ and preparation of RFP for Construction activity.

6. Tender Fee

- i) Offer submitted in response to this EOI shall be accompanied by-
 - a) **Tender Fee of Rs. 2,000 (Rupees Two Thousand Only)** in shape of Demand Draft from any Nationalized / Scheduled Bank may be made in favour of "The Chairman, BRIT, Balasore", and payable at Balasore.
- ii) Submission of Tender Fee drawn from other than Nationalized / Scheduled Banks could result in disqualification of the offer.
- iii) Offers not accompanied with requisite Tender Fee shall be summarily rejected.

7. Preparation, Submission and Evaluation of Applicants

- 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 Architectural Firms' with accomplished expertise in Urban Design, Interior and Landscape Architecture for providing architectural services to various projects in Balasore Regional Improvement Trust, Balasore" 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 BRIT will also be summarily rejected.

- c) The applicants are required to submit the following documents towards meeting the eligibility conditions along with the application
 - a. Organizational details as per the format in Annexure –I
 - b. Covering Letter as per the format in Annexure -II
 - c. List of assignments completed in last 5 years (Based on the eligibility criteria) ending 31- 12-2022 as per the format in Annexure –III
 - d. List of assignments in progress as per the format in Annexure -IV
 - e. Financial Status as per the format in Annexure–V
- d) The documents shall be placed in a single cover and include the following in separate envelopes.
 - i. **ENVELOPE – I:** Containing of Technical proposal which include the application form along with the all documents,all Annexure forms and tender fee as specified in this EOI.
 - ii. **ENVELOPE – II:** Containing of Financial proposal only.
- e) The Applicant shall furnish all the required information as per the format/s and duly signed on each page of the application.
- f) The applicant may furnish any additional information, which is deemed necessary to establish their capability to successfully rendering architectural consultancy services. Surplus information need not be furnished, and no information shall be entertained after submission of EOI document unless specifically called for.
- g) Any information furnished by the applicant found to be incorrect either immediately or later, would render the applicant liable to be debarred from taking up the consultancy services.
- h) No Applicant or its Associate shall submit more than one Application for the Consultancy.
- i) BRIT 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.
- j) The applicant shall submit duly filled application with Annexures – I to V in the prescribed format and all other relevant documents (Hard Copy), latest **by 1.00P.M. on 30.05.2023** at the following address: Office of the Balasore Regional Improvement Trust,Balasore,
 - Station Square,O.T. Road,Balasore– 756001,
 - Tel Phone No-(06782)263080
 - Email: writ2britbalasore@gmail.com
- k) 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.
- l) As and when the services of empanelled firms are required, BRIT would request concept design/quotes from the firms (short listed based on their profile, experience or any other criteria). Based on the selection criteria, BRIT would choose the firm.

- m) The 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.
- n) The empanelment will be valid for 36 months.
- o) The team should be available for taking up of assignment work as and when required by BRIT at a short notice.
- p) Any clarification the queries should be sent to BRIT in the following format (Preferably in excel file) through email at writ2britbalasore@gmail.com with the subject mentioning the RFP reference and Agency/Company name.

Date of availability of EOI documents on Balasore NIC website	10.05.2023 at 11:30 AM
Clarifications (if any) by	15.05.2023 by 01:00 PM
Last Date of submission of EOI	30.05.2023 by 01:00 PM
Opening of EOI	02.06.2023 at 11.30 AM

8. Annexures

Annexure – I

Organizational Details

S. No.	Parameter	Details
1	Year of Establishment	
2	Status of Firm (Proprietorship / Partnership/ Any other)	
3	Details of Enlistment as Consultancy Firm	
4a	Name of Directors/ Partners/ Proprietors with Designations	
4b	Academic Qualifications of Directors/Partners/ Proprietors	
4c	Address and Phone Nos. of Directors/ Partners/ Proprietors	

Place:

Signature of the applicant

Date:

Name & Designation

Annexure – II

Format of Covering letter
(On the Applicant Letter Head)

To:
The Secretary,
Balasore Regional Improvement Trust,
Balasore, At-Station Square, O.T. Road
Balasore – 756001
Tel Phone No-(06782)263080

Dear Sir,

Sub: Expression of Interest for empanelment of architectural/Consultancy firms with accomplished expertise in urban design, interior and landscape architecture for providing architectural service to various projects in Balasore Regional Improvement Trust, Balasore.

-oOo-

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

We have examined the details given in this EOI notice, details & Performa for empanelment of Urban Renewal Architect firms with accomplished experience in Urban design for providing the Architectural service for various projects; I / we hereby submit and acknowledge the following information.

1. Name of the applicant's : _____
2. Full address : _____
 - a. Telephone No _____
 - b. Office/Mobile No : _____
 - c. Fax : _____
 - d. Email Id : _____
 - e. _____
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 and GST Registration No. : _____
7. Contact details of the Authorized contact person
- a. Name/Designation : _____
 - b. Postal Address : _____
 - c. Tel. /Mobile No : _____
 - d. Email Id : _____

8. Category of the Principal Architect : **URBAN RENEWAL ARCHITECTURAL FIRMS
WITH ACCOMPLISHED EXPERIENCE IN URBAN DESIGN**

9. I / We hereby certify that all the statements made, and information furnished in the enclosures is 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 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 BRIT in respect of the empanelment of Architectural firms with accomplished expertise in urban design, interior and landscape architecture is final and binding.

Signature of Applicant

Name & Designation of Signatory Date: _____

Enclosures if any

- 1.
- 2.
- 3. Etc.

Annexure – III

List of assignments completed in last 5 years ending 31-12-2022

S. No.	Name of Work/ Project with address	Short description of Consultancy assignment	Name and address of Owner/Client	Cost of Work/ Project	Date of Start of Work/ Project	Date of Completion of Work/ Project

NOTE:

Work / Projects means Urban Renewal/Design Consultancy work. The list of works/ project mentioned should be substantiated with documentary evidence such as work orders or contract agreement or completion certificates from the owner/ client. Alternatively, an affidavit of genuineness of such certificates needs to be submitted by the firms.

Place:

Signature of the applicant

Date:

Name & Designation

Annexure – IV

List of assignments in progress

S. No.	Name of Work/ Project with address	Short description of Consultancy assignment	Name and address of Owner/Client	Cost of Work/ Project	Date of Start of Work/ Project	Any other relevant Information

NOTE:

Work / Project means Urban Renewal/Design Consultancy work. The list of works/ project mentioned should be substantiated with documentary evidence such as work orders or contract agreement or completion certificates from the owner/ client. Alternatively, an affidavit of genuineness of such certificates needs to be submitted by the firms.

Place:

Signature of the applicant

Date:

Name & Designation

Annexure – V

Financial Status

Shall indicate herein his annual turnover from similar work during preceeding 3 years based on the audited balance sheet/profit and loss account statement.

S. No.	Financial year	Annual Turnover (Rs.)
1.	2019 - 2020	
2.	2020 - 2021	
3.	2021 - 2022	

Note: Certified copies of audited Balance Sheets/ Chartered Accountants' Certificates to be enclosed for each financial year

(Signature of Statutory Auditor)