

## 1 INTRODUCTION:

- 1.1 Institute for Plasma Research (IPR) is an Aided Institute of Department of Atomic Energy, and the Institute is planning to appoint a Liaison consultancy firm (Liaison consultant) to liaise with statutory authorities for obtaining clearances, approvals and permissions for the proposed new construction projects at IPR campus. ITER-India is a group of employees working for ITER project under IPR.
- 1.2 Liaison Consultancy firm (Liaison Consultant) to liaise with Statutory Authorities (GMC/AMC/GIDC/GUDA/AUDA / any other Statutory Authorities as applicable) to obtain necessary permissions and approvals related to Environment clearances, construction commencement, building use after construction etc. related to proposed new construction projects in IPR campus, Near Indira Bridge, Bhat, Gandhinagar (1) ITER-India office building (2) New Canteen Building, (3) Reception Building, (4) Sewage Treatment Plant (STP), (5) Shed for stores, and (6) Land ownership (if any) related clearances etc. required for before construction, during construction and after construction stages.

The proposed Land area of the project is approx. 3200 sq.m.

## 2 ABBREVIATIONS

AAI	:	Airports Authority Of India
AMC	:	Ahmedabad municipal corporation
AUDA	:	Ahmedabad Urban Development Authority
CA	:	Chartered Accountant
CC	:	Commencement Certificate
CFO	:	Chief Fire Officer
CPWD	:	Central Public Works Department
EEC	:	Essential Eligibility Criteria
EMD	:	Earnest Money Deposit
DP	:	Development Plan/Permission
GIDC	:	Gujarat Industrial Development Corporation
GMC	:	Gandhinagar Municipal Corporation
GUDA	:	Gandhinagar Urban Development Authority
IPR	:	Institute for Plasma Research
IS	:	Indian Standard Codes
MES	:	Military Engineer Services
MoEF	:	Ministry of Environment and Forests
NAD	:	National Academic Depository
NOC	:	No Objection Certificate
State PWDs	:	State Public Works Department
AE(WW)	:	Assistant Engineer Water Work
CE(SWD)	:	Chief Engineer (Storm Water Drain )
EE(SP)P&D	:	Chief Engineer(Sewerage Project), P&D
EE(SWM)	:	Chief Engineer (Solid Waste Management)
STP	:	Sewage Treatment Plant
sq. m	:	Square Meter

### **3 SCOPE OF WORK:**

- 3.1 Liaison Consultancy firm (Liaison Consultant) is responsible to take up liaising work related to obtain mandatory statutory clearances, approvals and permissions for all stage of proposed new construction works inside IPR campus. The scope of work covers all construction stages that need liaising to obtain Statutory approvals and permissions like Statutory Approvals required before Construction, during Construction, and after Construction stages, but shall not be limited to only these approvals. All Mandatory and obligatory actions to complete the Statutory clearances, approvals and permissions for the construction clearances and permissions, environment clearances and permissions related to building usages, same shall be arranged by the successful bidder and shall be covered in the scope of Liaison Consultancy firm (Liaison Consultant) without claiming any additional cost/charges for the same.
- 3.2 Liaison Consultancy firm (Liaison Consultant) shall obtain all statutory clearances from Statutory Authorities (GMC/AMC/GUDA/AUDA/ other Statutory Authorities as applicable), for the proposed new construction projects (1) ITER-India office building (2) New Canteen Building (3) Reception Building (4) Sewage Treatment Plant (STP) (5) Shed for stores and (6) Land Ownership (if any) related clearances etc. All proposed new construction projects are likely to be completed in approx. 4 years from the date of award of this contract.
- 3.3 Timeline and execution schedule of each proposed new construction projects shall be different and Liaison Consultancy firm (Liaison Consultant) shall be responsible to organise visit of statutory authorities and coordination with statutory authorities for the all stage of Construction such as before Construction, during Construction, and after Construction stages accordingly for all proposed new construction projects.
- 3.4 It is not the intent to specify completely herein all aspects of the work, nevertheless complete services shall conform in all respects and shall complete and comply in a manner acceptable to the ITER-India, IPR (Purchaser).
- 3.5 Liaison Consultancy Firm (Liaison Consultant) scope of work shall definitely include but shall not be limited to the following:

#### **A. Environment Clearances**

- i) Make applications to obtain necessary Environment Clearance from Statutory Authorities to initiate the construction work at site. Preparation of Environment clearance certificate related drawings. Environment clearance certificate (MoEF approval letter)
- ii) Obtaining NOC from Forest Department/Tree cutting Authority as applicable (which includes cutting, transporting and transplantation of trees)
- iii) Submission of drawings and other supporting documents to obtain “Environment clearances and Permission”.

## **B. Stage-I(One): Statutory Approvals required Before Construction Phase.**

- i) **Development permission (DP) part plan & Zoning certificate:** Make Development permission (DP) application at municipal authority to obtain development permission, approval of Buildings plan, and commencement letter from relevant authority.
- ii) **Obtaining of Building Plan Approvals including Commencement Certificate (CC):** This shall include all the required pre-clearances for Commencement Certificate such as NOC from Statutory Authorities as applicable. DP remarks, submission of undertakings & all letters/notices and/or any other as listed in Plan Approval Letter (PAL).
- iii) Obtain necessary approvals /permissions in timely manner for development permission, plinth check, until building use permission etc. for progress of all projects.
- iv) Regular follow up and submission of construction work Progress report to Statutory Authorities (as applicable) to obtain approvals.
- v) Preparation of as built drawings considering actual construction for obtaining Building Use permission.
- vi) Obtaining NOC and Permission from Airport authority of India's (AAI's) (i.e. Airport NOC for height clearance).
- vii) Obtaining necessary opinion of Town planning Officer's (T.P.O), obtaining land ownership (if any) related clearances etc.
- viii) Preparation and submission of Architectural drawings in the prescribed format for the proposed works as per statutory / regulatory norms of AMC / GMC / GIDC / GUDA / AUDA / other Statutory Authorities based on the input drawings provided by IPR. Review and inputs as based on Authority's GDCR for concept finalization of schematic drawings of architect, and Schematic drawings finalization (finalization of architectural drawings). Signing as an Architect on all drawings and documents (as and where necessary).
- ix) Preparation of stamp papers (affidavits) and other necessary documents, required by relevant authorities necessary for the application form. Preparation of all relevant documents as per statutory / regulatory norms of AMC / GMC / GUDA / AUDA / other Statutory Authorities as applicable.
- x) Preparation of fire & HVAC etc. opinion related drawings, obtaining Chief fire officer's (CFO) opinion and NOC from CFO. Appointment of any other approved consultants (if required) as per statutory norms shall be under the scope of bidder. (i.e. Fire, HVAC, etc.)
- xi) Obtaining Police NOC (if required by authority),
- xii) Preparation of required format drawings and submission of drawings for approval of building plan with floor plans section and elevation layout plan & parking layout plan etc.,



- xiii) Submission of drawings and other supporting documents to obtain “Construction clearances and Permission”.
- xiv) Signing of Engineers and Signing of Clerks of works.
- xv) Prepare layout Plan as per Town Planning Scheme in auto cad format (where required)
- xvi) To assist department Engineer /Architect to get register themselves with GMC / GIDC / GUDA / AUDA / Statutory Authorities.
- xvii) Lamination of approved building plans.
- xviii) To Submit AUTOCAD Drawings file to Institute for record. (Soft Copy).
- xix) Bidder shall obtain Record of Rights (Land) i.e. Revenue Record of 7&12.
- xx) Bidder shall take the Photographs of plot for submission to relevant authorities.

### **C. Stage-II(Two): Statutory Approvals required During Construction**

- i) Obtaining and Compiling of all required Statutory Clearances as listed in Plan Approval Letter of respective project during construction stage.
- ii) All pre-compliance clearances for obtaining Completion Certificate and Occupation Certificate such as CFO, Forest Department/ Tree cutting Authority as applicable (which includes planting of new trees as per requirement), AAI, AE(WW), HE(WS), EE(SP)P&D, CE(SWD), EE(SWM), submission of undertakings & all letters/notices and/or any other as listed in Plan Approval Letter (PAL),
- iii) Regular follow up and submission of construction work Progress report to GMC / GIDC / GUDA / AUDA / Statutory Authorities (as applicable) to obtain approvals.
- iv) Preparation of as built drawings taking into account actual construction for obtaining Building Use permission.
- v) Submission of file to Statutory Authority (online / off line as required) along with canvas mounted drawings and acceptance of the same by concerned Statutory Authority.
- vi) Site visit of Statutory Authority’s officer to check margins and other details as per submitted building plans.
- vii) On completion of construction up to plinth level submit a notice to Statutory Authority’s for checking construction progress report & site visit of Statutory Authority’s staff (post DP approval compliances),
- viii) On completion of construction of super structure, submit a notice to Statutory Authority’s for checking construction progress report & site visit of Statutory Authority’s staff (post DP approval compliances).

- ix) On completion of construction of last storey of building completion, submit a notice to Statutory Authority's for checking construction progress report & site visit of Statutory Authority's staff (post DP approval compliances).
- x) Site visit of Statutory Authority's officer to check completed building.

#### **D. Stage-III(Three): Statutory Approvals required After Construction**

- i) Bidder shall obtain Building completion / Occupation Certificate (CC/OC) and compliance there in, if any including canvas mounted completion certified drawings.
  - ii) Bidder shall obtain Chief fire officer's NOC (i.e. Fire Department NOC),
  - iii) Bidder shall obtain Lift use NOC (if any, wherever require).
  - iv) Make Building Use Permission (BU Permission) application, Submission of drawings and other applicable documents and obtain 'Building Use' (BU) permission with receipt from Statutory Authorities as applicable within stipulated time duration.
  - v) Bidder shall submit Lamination copy of approved building plans.
- 3.6 Consultancy firm (Liaison consultant) shall also carryout works related to obtaining land ownership (if any) clearances from Statutory Authorities as and when required during the completion of projects.
- 3.7 Completion of above task shall not relive the Consultancy (Liaison consultant) from its responsibility, if after the Building Use (BU) permission, any clearances, approvals and permissions require from AMC /GMC / GIDC / GUDA / AUDA / any other Statutory Authorities, same shall be arranged and provided by the Consultancy firm (Liaison consultant). Finalization of contract/scope of work shall be subjected to completion of all the statutory clearance, approvals and permissions which are mandatory and necessary for all the stage of construction such as before construction, during construction, after construction and building use permission.

#### **4 DOCUMENT DELIVERABLES:**

- 4.1 Obtaining Commencement Certificate including Plan Approval Letter and all clearances required and/or submitted for obtaining Commencement Certificate as mentioned in Stage-I(One).
- 4.2 File containing all required original clearances as listed in Plan Approval Letter (PAL) copies of which were submitted to Statutory Authority for obtaining Completion Certificate / Occupation Certificate as mentioned in Stage-II(Two).
- 4.3 Liaison Consultancy firm (Liaison consultant) shall submit interim reports/ schedule visits during construction as necessary.
- 4.4 Obtaining Completion Certificate / Occupation Certificate and Completion Certified drawings from Statutory Authority and compliance there in, if any, also clearance on land ownership if



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any from authority to be obtained.

- 4.5 After completion of construction work, Liaison consultancy firm (Liaison consultant) will be intimated to start process for obtaining Building Usage permission. After intimation, consultancy firm (Liaison consultant) will obtain Building use permission within 3 months and submit it to Purchaser.

## 5 STATUS OF NEW CONSTRUCTION PROJECTS

Table showing list of liaising stages for new construction projects, to be considered:

Sl. No.	Description of Project	Present Status	Stages to be considered for hiring Liaison Consultants
01.	ITER-India office building	Planning Completed	Stages I, II & III. As per 3.5
02.	New Canteen Building	Planning Completed	Stages I, II & III. As per 3.5
03.	Reception Building	Planning Completed	Stages I, II & III. As per 3.5
04.	Sewage Treatment Plant (STP) and	Planning Completed	Stages I, II & III. As per 3.5
05.	Shed for stores	Planning Completed	Stages I, II & III. As per 3.5

As there are certain areas like, stairs head rooms, lift machine rooms, etc. under OHTs are to be included in area calculations for Plan Approvals as per AMC/GMC bye laws.

## 6 CONTRACT VALIDITY

Approximate estimated time for completion is 4 years from the date of award of this consultancy contract. Service contract shall be valid until obtaining BU permissions for all projects. In case of BU permissions for all the projects are not obtained within 4 years, the contract will be extended on the same rate and terms and conditions for a suitable period.