



**दिल्ली विकास प्राधिकरण**

योजना क्षेत्र पी -1 और पी -2 (नरेला उप-नगर परियोजना)  
11वीं मंजिल, विकास मिनार, आई पी एस्टेट, नई दिल्ली-110002

फोन: +91-11-23370326

No. F.14(298)2019/NP

Dated:

To

1. Arun Rewal Associates,  
A-21 , Jangpura Extension,  
2<sup>nd</sup> Floor, New Delhi-110014
2. a'XYKno Capital Services Pvt. Ltd.  
Lever-III, Leela Vista Building  
Bajaj Nagar, WHC Road,  
Nagpur-440010
3. Bobby Mukherji Architects Pvt. Ltd.  
9/70-71, Sahayog, Cooperative  
Housing Society, Old Anand Ngr.  
Nehru Road, Santacruz East  
MUMBAI-400055
4. CRISIL Risk and Infrastructure  
Solution Ltd.  
CRISIL House, Central Avenue  
Hiranandani Business Park,  
Powai, Mumbai-400 076
5. DDF Consultants Private Ltd.  
501, B-9, IITL Twin Towers,  
Netaji Subhash Place, Pitampura,  
New Delhi 110034.
6. Egis India Consulting Engineer Pvt.  
Ltd., Egis Tower, Plot No.-66  
Sector-32. Gurgaon-122001.
7. Feedback Infra Private Ltd.  
15<sup>th</sup> Floor, Tower 9B, DLF Cyber  
City, Ph.-III, Gurgaon-122002
8. Innovest Advisory Services Pvt. Ltd.  
507, 5<sup>th</sup> Floor, Cosmopolitan,  
Near Golf Course Extn. Road,  
Sector-66, Gurugram-122101  
Haryana.


**Sub: Engagement of Consultants for preparation of development plan and area layout plans for development of Narela sub-city.**

Sir,

DDA intend to engage Consultants for preparation of development plan and area layout plans for development of Narela Sub-city from empanelled consultants of Planning Deptt., DDA. The TOR document is available on DDA website [www.dda.org.in](http://www.dda.org.in). However, a copy of the TOR is enclosed for reference.

You are requested to submit the bids as per the schedule of bid process as given in the TOR document.

**Encl:** As above

  
(H.K. Bharti)  
Director (Plg.)/NP

o/c



**Engagement of Consultant for preparation of Development plan and Area Layout Plan for development of Narela Sub-city.**

**Delhi Development Authority  
Director Planning  
Narela Projects  
New Delhi-110002  
Phone no.- 011 23370326  
Website: [www.dda.org.in](http://www.dda.org.in)  
e-mail: [dirnarela@dda.org.in](mailto:dirnarela@dda.org.in)**

## **Tender/RFP Invitation**

### **DELHI DEVELOPMENT AUTHORITY**

The bids for the engagement of consultant for “**Preparation of Development Plan & Area layout Plans for development of Narela Sub-city**” are invited from empanelled Consultants of Planning department, Delhi Development Authority. The request for proposal (RFP) document is available on DDA website [www.dda.org.in](http://www.dda.org.in).

Time of Completion of work-**Six(06) months**.

#### **Schedule of bid process:**

S.No	Information	Dates/details(Tentative)
1.	Release/Circulation of RFP document	16.08.2019
2.	Last date of submission of written queries for clarification.	23.08.2019
3.	Date of Pre-Bid meeting.	30.08.2019
4.	Release of response to clarification.	09.09.2019
5.	Submission of the Technical Proposal.	20..09.2019
6.	Presentation of Technical Proposal.	.....09.2019
7.	Submission of Financial Bid of First Three Selected Designs.	.....09.2019
8.	Place, Date & time of opening of Financial Bid.	....09.2019 at 3:00 pm, Office of the Commisioner Planning, DDA, 5 <sup>th</sup> floor, Vikas Minar, New Delhi-110002.

**Subject : Engagement of Consultant for preparation of Development Plan & Area layout Plans for development of Narela Sub-city.**

#### **1.0 Background**

Narela Sub-city project was conceived by DDA for an area measuring 9866 hectares of which urbanisable area of the zone is 7365 Ha. The sub-city was proposed for a population of 1.62 million including that of the existing settlements. The remaining 2501 hectare is under Green Belt towards Northern border of NCT of Delhi. The Narela Sub-

city is part of approved Zonal Development Plan of Zone-P-I modified in the year 2010 as part of Master Plan of Delhi-2021.

As part of development of Narela Sub-city various uses such as residential, commercial, industrial, public and semi-public use, utilities, Transportation etc. have been earmarked as per the approved Zonal Development Plan. About 1500 Ha. Of land have been developed in the form of various housing category i.e EWS,LIG,MIG etc. In addition to this alternative plots, sites for re-location of slums & JJ clusters from other parts of Delhi, micro/macro level facilities such as Hospital, water and sewerage pumping station, local shopping centers have been provided. In addition to this Integrated Freight Complex have also been proposed for wholesale activities.

Over a period of time use other than residential are not coming forthwith due to which the Narela Sub-city Project is not taking pace with the development as envisaged.

DDA intends to engage consultant from the empanelled list of consultants of planning department of DDA for working out the concept of development plan of the remaining land of Narela Sub-city(site plan enclosed/available at website in soft copy) by proposing the activities which could generate more employment opportunities, and enhance the pace of development in Narela, keeping in view the already earmarked land uses, market forces and the land pockets which are not being developed/vacant in Narela.

## **2.0 Terms Of Reference.**

- 2.1 Preparation of concept plan for development of Narela Sub-city, for land available as on date.
- 2.2 To prepare the Road Map/vision for development for 50 years with breakup of 10 years implementation plan.
- 2.3 To undertake the analysis of already existing social infrastructure and physical infrastructure and to suggest/propose the requirement of infrastructure as per norms of Master Plan of Delhi-2021 and Zonal Development Plan of Zone P-I/Narela.
- 2.4 To study the existing approved plans and suggest the modifications in plan by proposing the activities which could generate more employment activities, socio cultural development, institutional development etc., which can enhance the pace of development in Narela.
- 2.5 Analyze and suggest the activities that will boost the Project to realize it as global iconic landmark.
- 2.6 To analyze the housing requirements, gap in infrastructure for sustaining housing affordability and living.
- 2.7 To prepare the development plan for residential remaining land available at Tikri Khurd, Narela.
- 2.8 To analyze the wholesale activities already proposed in the Integrated Freight Complex and suggest for modification in the plan for shifting of wholesale trade.

- 2.9 To examine the existing and proposed transport network and proposal for improvement of transportation network and suggest the transport plan, incorporating the MRTS, Public transportation etc.
- 2.10 In order to attract employment/jobs the consultants to prepare the Business plan & prepare plans to identify magnets.
- 2.11 To prepare the plan for augmentation of infrastructure .
- 2.12 Preparation of Solid waste management plan for Narela

### 3.0 General Conditions.

- 3.1 It is proposed to have a closed design competition of the concept prepared by the empanelled urban planners in the planning department of DDA, defining vision statement for Narela with landuse details, circulation pattern, landscape plan, integration with existing development, infrastructure plan , connectivity with the adjoining areas.
- 3.2 The main components for evaluation and marking out of **20 Marks** shall be as follows:-

Sl. No.	Components for evaluation.	Max. Marks
1	Vision statement and concept design	5
2.	Connectivity	3
3	Integration with existing development	3
4	Infrastructure planning	3
3.	Landscape Plan	3
4.	Employment generating Activities	3

- 3.3 The designs/components of evaluation will be presented at the scheduled date & time by the committee of following officials:
  - (1) Commissioner Planning, DDA
  - (2) Chief Accounts Officer or his representative.
  - (3) Commissioner Land Disposal or his representative.
  - (4) Director Planning, Narela
  - (5) Suptd. Engineer, Civil Circle-8
- 3.4 The best three concepts/designs will be chosen by the committee .
- 3.5 The best concept selected will be paid an amount of Rs. 1 lakh towards preparation of concept plan.
- 3.6 Financial Bids will be invited only from the consultants whose designs are selected (Best three designs).
- 3.7 Studies required to be conducted for preparation of the concept plan will be part of the work assigned to the consultant.

- 3.8 DDA reserves the right to withhold or withdraw the process at any stage with intimation to all who submitted the proposal.
- 3.9 DDA reserves the right, without any obligation or liability, to accept or reject any or all the bids at any stage of the process, to cancel or modify the process or change/modify/amend any or all the provisions of the document, at any time, without assigning any reason whatsoever, without any compensation to bidders on this account.
- 3.10 The detailed conceptual designs will be the property of DDA.
- 3.11 All the drawings/information available in DDA will be provided to consultant to facilitate the work.
- 3.12 **Bids** with insufficient information sought at point no 3.2 and do not strictly comply with the stipulations given above, are liable for rejection.
- 3.13 At any time, prior to the deadline for submission of proposals, DDA may modify the document/ issue addenda. These addenda shall be posted at the website of DDA and shall be treated as a part of the documents.
- 3.14 DDA may, at its discretion, abandon the process of the selection associated with this document anytime.

**Note:**

1. The tender document/RFP consisting of scope of work, and terms and conditions of the contract to be complied with and other necessary documents can be seen from website [www.dda.org.in](http://www.dda.org.in) free of cost.
2. Bids for the tender/RFP is invited only from consultants empanelled with Planning Department, Delhi Development Authority.
3. The bids shall be submitted in sealed envelope to the office of Director Planning (Narela), 11<sup>th</sup> floor, Vikas Minar, IP Estate, New Delhi-110002.

**4.0 Preparation and submission of proposal.**

- 4.1 The bidder shall submit the bid in sealed envelope and mark the envelope as “RFP for **Engagement of Consultant for preparation of Development Plan & Area layout Plan for development of Narela Sub-city.**”
- 4.2 Procedure for submission of document:
- i. Submission of Technical Bids/design proposal.
  - ii. After evaluation/ shortlisting financial bids shall be invited.
- 4.3 The DDA reserves its right to amend, modify or add any additional condition of/in the RFP with prior notice to the bidders.

## **5.0 Rejection of Bids.**

- 5.1. DDA reserves the right to accept or reject all or any of the bids without assigning any reason whatsoever. It is not obligatory for the DDA to accept any bid or to give any reason for their decision.
- 5.2. The DDA reserves the right not to proceed with the Bidding process at any time, without notice or liability, and to reject any bid without assigning any reason.

## **6.0 Validity of bids.**

- 6.1. The bids shall be valid for a period of not less than 90(ninety) days from the date of opening of Financial Bid. The validity of bids may be extended by the mutual consent of the respective Bidders and DDA.

## **7.0 Pre-Bid Meeting**

Pre-Bid Meeting of the Applicants shall be convened at the designated date, time and place. A maximum of Two representatives of each Applicant shall be allowed to participate on production of an authority letter from the Applicant. During the course of Pre-Bid Meeting, the Applicants will be free to seek clarifications and make suggestions for consideration of DDA. DDA shall endeavor to provide clarifications and such further information as it may, in its sole discretion, consider appropriate for facilitating a fair, transparent and competitive selection process.

## **8.0 Conflict of Interest**

DDA requires that the Applicants/Consultants shall provide professional, objective, and impartial advice and at all times hold DDA's interests paramount in the consultancy services provided and shall strictly avoid conflicts with other assignments or its own interests, and act without any consideration for all pending/remaining works. The Applicants and/or the selected Applicants shall not accept or engage in any assignment that would be in conflict with, or that may place it in a position of not being able to carry out the assignment for which it has been engaged.

## **9.0 Corrupt or Fraudulent Practices**

- 9.1 DDA requires that bidders under this contract observe the highest standard of ethics. In pursuance of this policy, DDA defines, for the purpose of these provisions, the terms set forth below as follows:

"Corrupt practice" means the offering, giving, receiving or soliciting of anything of value to influence the action of a public servant; and

- 9.2 "Fraudulent practice" means a misrepresentation of facts in order to influence the decision to award the consultancy contract to the detriment of DDA and targeted stakeholders and includes collusive practice among bidders (prior to or after the

submission of proposal) designed to establish bid prices at artificial non-competitive levels and to deprive DDA and targeted stake holders of the benefits of free and open competition.

- 9.3 DDA will reject a proposal for award of consultancy work if it is determined that the Bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question.
- 9.4 DDA will declare a Bidder disqualified, either indefinitely or for a stated period of time, to be awarded a contract/ contracts, if it at any time determines that the Bidder has engaged in corrupt or fraudulent practices in competing for, or in executing the consultancy contract.

### **10.0 Compensation for Delay**

The time allowed for carrying out the work in different stages as specified in indicative time & payment schedule clause of RFP shall be strictly observed by the consultants and shall be deemed to be the essence of the contract on the part of the Consultant. The work shall throughout during the stipulated period of the contract shall be processed with all requisite due diligence. The Consultant will be required to complete the entire job within stipulated indicative time & payment schedule. In case the Consultant fails to complete the work within the indicative time & payment schedule or extended period as above owing to reasons attributable to Consultant, liquidated damages @ 0.5% of accepted fee per week of the total accepted fees subject to a maximum of 10% of the total fees payable shall be levied on the Consultant as per the decision of Commissioner Planning. It is agreed between the parties that the stipulated liquidated damages are a genuine pre-estimate of the loss likely to be sustained by DDA on account of any delay beyond the scheduled date of completion given the nature of work involved.

### **11.0 Resolution of Disputes**

If any dispute arises between the Parties hereto during the subsistence or thereafter, in connection with the validity, interpretation, implementation or alleged material breach of any provision of the Contract or regarding a question, including the questions as to whether the termination of the Contract by one Party hereto has been legitimate, both Parties hereto shall endeavor to settle such dispute amicably. The attempt to bring about an amicable settlement is considered to have failed as soon as one of the Parties hereto, after reasonable attempts which attempt shall continue for not less than 30 (thirty) days, give 15 days" notice thereof to the other Party in writing. The dispute shall be referred for adjudication through arbitration by arbitrator/s who shall be a technical person having the knowledge and experience of the trade, (to be appointed by the consent of both the parties. In case both the parties do not agree to appoint the arbitrator/s then in that case the provisions of Arbitration and Conciliation Act, 2015 (amended & 1996) w.r.t appointment of Arbitrator shall apply and would be binding on both the parties.) There will be appointment of single arbitrator if the claim is upto 1 crore and three



arbitrators if the claim is more than one crore. The parties hereto agree that the seat and place of adjudication by the Arbitrator shall be Delhi/New Delhi only. It is also a term of this contract that if the consultant does not make any demand for appointment of arbitrator in respect of any claims in writing, as aforesaid within 120 days of receiving the intimation from the Commissioner Planning that the final bill is ready for the payment, the claim of the consultant, shall be deemed to have been waived.

The Arbitration fees shall be governed as per applicable rules/clause.

It is also a term of this contract that if any fees are payable to the arbitrator, these shall be paid equally by both the parties.

## **12.0 Deliverables after the conceptual plan is approved:-**

### **i. Inception Report shall include deliberations and timelines on the following**

- a) Study area and Influence area
- b) Project understanding and objectives
- c) Detailed approach and methodology
- d) Time frame and task allocation
- e) Key personnel and supporting staff along with deployment schedule
- f) Identification of key issues
- g) Land suitability analysis of the site
- h) SWOT Analysis based on preliminary assessment of the site
- i) Secondary data details
- j) To provide detail feasibility report of the project that includes Technical & Financial feasibility.
- k) Environmental and social assessment.
- l) Traffic assessment and transportation plan.
- m) Infrastructure plans- water supply, sewerage, drainage and solid waste management.

### **ii. Primary and Secondary data analysis report**

- a) As-is assessment of the study area.
- b) Analysis and outcomes of all surveys including topographical survey, land use surveys etc;
- c) Detailed market and demand assessment, market surveys, assessment of anchor tenant proposal;
- d) Analysis of Global review and benchmarking studies;
- e) Base assessment and analysis of data;

## 12.2 Design proposal

- a) Conceptual development plan based on surveys, demand assessment and analysis of data, etc along with design options.
- b) Draft design and planning considerations considered for conceptual development plan including smart features & solutions for the proposed development.
- c) Draft financial assessment/business plan and implementation plan as an outcome of the Conceptual development plan, Urban design and planning considerations.
- d) Submit a conceptual traffic management plan / with sustainable solution along with sustainable development plan.

## 12.3 Detailed Design proposal

The report will incorporate all revisions deemed relevant following receipt of comments from the client. Soft copies of Project drawings and documents shall be submitted in original format as well as PDF version by E-mail or transferred electronically to client's systems. All drawings and documents shall also be given on compact disk and as hard copies. The report shall include but not limited to the following:

- a) Final detailed Development Plan incorporating comments from the client as per surveys, demand assessment and analysis of data clearly indicating development potential etc.
- b) Final design guidelines, policy frameworks and special development control regulations including smart features & solutions for the proposed development.
- c) Detailed area layout plans for each land parcels at micro level including uses on individual plots, common infrastructural facilities etc.
- d) Final financial assessment and implementation plan based on final detailed Development plan;
- e) Submit a traffic management plan / with sustainable solution along with sustainable development plan.
- f) The Consultant to follow MPD-2021 and other mandatory norms/ parameter.

## 13.0 INDICATIVE TIME AND PAYMENT SCHEDULE

Total time of completion of the Consultancy is 180 days. The schedule of activities to be carried out within this period is indicated below which should be adhered to. The time period will be reckoned from the 15<sup>th</sup> day from the date of the letter of acceptance (Letter of Intent) of offer for consultancy services. The Payment to be released to the consultant against completion of each stage is also indicated below.

Sr. No	Output	Payment	Time span for submission
1.	Mandate- Date of signing of agreement(M).		M
2.	Submission of inception report,	10% of the	M+15 days.

	primary and secondary data analysis report.	fees of contract after acceptance of inception report.	
3.	Draft conceptual development plan including various area layout plan options, planning considerations, financial assessment Report, conceptual traffic management plan etc.	20% of the fees of contract after acceptance of Draft conceptual development plan.	M+60 days from the Acceptance of inception report including inception report, primary and secondary data analysis report.
4.	Final development plan, area layout plan Urban design proposal, planning considerations, development controls, financial model & assessment report, traffic management plan, smart feature & solutions etc.	20% of the fees of contract after acceptance of final development plan.	M+120 days from the Acceptance of draft conceptual development plan including draft urban design options, planning considerations, financial assessment Report, conceptual traffic management plan etc.
5.	All necessary approvals from Screening Committee/ Technical Committee/ DDA etc.	15% of the fees after approval from the Screening Committee/ Technical Committee/ DDA acceptance of report.	
6.	Modifications to the proposal after incorporating suggestions from Screening Committee/ Technical Committee/ DDA.	15% of the fees of the contract after acceptance of detailed development plan, area layout plans.	

20% of the fees of the contract shall be paid after submission of final development plan, approvals from Screening Committee/ Technical Committee/ DDA and implementation on the ground.

- b) Payments to the consultant will be released as per the above schedule, after verifying the relevant stage of activity has been satisfactory completed.
- c) The work of consultant shall be completed once the proposal prepared by the Consultant is approved by Screening Committee/ Technical Committee/ Authority and requires numbers of hard copies/ soft copies of all the drawings/ data is submitted to Narela Project Office. However, 2.5% Security Deposit (S.D), deducted from his each running bill, shall be refunded after 12 months of completion of Consultancy work i.e. from the date of actual completion, to be decided by Commissioner (Plg.), DDA. In addition, a sum of 5% of the contracted amount shall have to be deposited as performance guarantee towards the work.
- d) No advance payment shall be made unless decided and approved by Commissioner (Plg.) DDA.
- e) The contractual bid shall be open for negotiation so as to reach the reasonable level. On acceptance of the lowest bid [as approved by Commissioner (Plg.), DDA], the bidder shall enter into an agreement with Planning Department.
- f) Bidders shall not indulge in corrupt practices or fraudulent practices, either directly or indirectly at any stage.
- g) This is subject to approval of TOR from competent authority. Commissioner (Plg.), DDA reserves the right to reject any or all the bids without assigning any reason thereof.
- h) The above table does not include the time taken for granting approvals by the Screening Committee/ Technical Committee/ DDA. No compensation will be given to consultant if project gets extended due to acceptance of reports except as agreed by the DDA.
- i) Time period of two to three weeks shall be taken by the department to grant approvals for each deliverables tentatively.
- j) The Consultant shall whenever required make presentations before competent authorities from time to time for securing approval from DDA.
- k) The consultant is required to made presentation at each deliverable stage. Cost of these presentations deemed to have included in the fee quoted by the consultants.
- l) The consultant is required to submit upto three hard copies of proposal/drawings/report along with soft copy.

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