

IIT PALAKKAD: ENGINEERING WORKS DIVISION

MINUTES OF THE PRE-BID MEETING HELD ON 30.04.2025 IN CONNECTION WITH TENDER NO. 17/IITPKD/MFSDSAI/2025-26/013, DATED 17.04.2025 FOR PROVIDING ARCHITECTURAL & ENGINEERING DESIGN CONSULTANCY FOR THE WORK OF “CONSTRUCTION OF MFSDSAI BUILDING AT SAHYADRI CAMPUS, IIT PALAKKAD”

The meeting was chaired by Dr.V. Senthilkumar, Chairman (EWD), IIT Palakkad and attended by the following members.

1. Mr. Naveen Jha, Representative of Mehta Family Foundation (through video conferencing)
2. Mr. P. Soundarraaj, Rtd. Director, DDG, CPWD and Consultant in Engineering Unit, IIT Madras (through video conferencing)
3. Dr. Narayanan (CK) C Krishnan, HoD and Associate Professor, Data Science, IIT Palakkad
4. Dr. Rakesh J Pillai, Vice Chairman (EWD), IIT Palakkad
5. Dr. B.V. Ramesh, Registrar, IIT Palakkad

The Tender document was uploaded on the website of IIT Palakkad (<https://iitpkd.ac.in/tenders>) and MHRD, E-Wizard Portal on 17.04.2025.

The following prospective bidders attended the Pre Bid Meeting on 30.04.2025.

Sl. No.	Name of Prospective Bidders	Attended by
1.	M/s. Aadharshila Designs, New Delhi (in person)	Mr. Sundeep Khushu
2.	M/s. Sonne Infrastructure, Chennai (through video conferencing)	Mr. Jayaraman
3.	M/s. R M Architects, Chennai (through video conferencing)	Mr. Gowtham
4.	M/s. Padgro Consultant Pvt Ltd, Chennai (through video conferencing)	Ms. Juliet
5.	M/s. Flying Elephant Studio, Bangalore (through video conferencing)	Mr. Shebaz Shafi
6.	M/s. C R Narayana Rao Consultant, Chennai (through video conferencing)	Mr. Selvaraj Mr. Premji
7.	M/s. T D Engineering Consultancy, Chennai (through video conferencing)	Mr. Senthilkumar
8.	M/s. Iconic Designs Private Limited (through video conferencing)	Mr. Kumar

Opening Remarks:

Dr. V. Senthilkumar, Chairman (EWD), IIT Palakkad welcomed the members and the representatives of prospective bidders and briefly explained the various important provisions of the tender documents to the prospective bidders and to clarify the queries that the bidders may have in the subject, bidding documents.

In the pre-bid meeting the following queries were raised by the prospective bidders, and the reply given as detailed in the following table:

Sl. No.	Query	Reply
M/s. Sonne Infrastructure, Chennai		
1.	TECHNICAL BID - COVER 2 Details on Proposed Research Laboratories: (Page No: 6, Table Sl.no 3) Please provide information regarding the departments involved, types of research activities, and any specific operational requirements. This will assist us in evaluating space requirements and optimizing our planning.	The proposed building is intended to use for AI/Data Science. All the research labs shall be designed as computer labs.
2.	CAD File of the Contour Survey Map: Page No. 17 Access to the CAD file of the site's contour survey will be crucial for accurate site planning and development of the concept layout.	The CAD file will be uploaded in the tender portal.
3.	As per Cover 1 Section 4.0: Evaluation Procedure, the technical bid, conceptual schemes, 3D models, drawings in the PowerPoint presentation (PPT) by the bidders will be evaluated by a committee for a maximum of 100 marks. In this, we request you to share the break-up or split up marking system for 100 marks (for example – Professionals, Technical drawings, PPT, Concepts, Project works, etc... mark allocation for evaluation)	Evaluation procedure mentioned in the Tender Document (Cover 1) remain unchanged.
4.	As per Cover 2 Section 5. BIM Implementation, "All construction markups and reviews will be done through an online collaboration platform, CDE (Common Data Environment), i.e. Autodesk ACC under the Institute's existing Autodesk account. The AED consultant shall bear all the expenditures related to the number of user licenses of the software and will provide IITPKD with a minimum of 5 user licenses of Autodesk's Architecture, Engineering & Construction Collection 2024-Suit and take-off apart from their own use licenses without any extra claim ". In this, we request you to confirm the expected duration of Autodesk's Architecture, Engineering & Construction Collection 2024--Suit licensing requirement i.e.) 2 years or 3 years.	3 years shall be the duration for autodesk licensing requirement.
5.	Kindly confirm whether statutory approvals and related activities are in the scope of IIT Palakkad with the drawings and details submitted by the AED Consultant. The necessary drawings and details will be provided by the consultants as required and approval needs to get by the IIT PKD.	Submission of all documents required for the local body approval is in the scope of the AED consultants.
6.	FORM D: Performance report for work experience in Form D format. Regarding the format, we request you to accept the experience or completion certificates issued by the	If it is not in Form D mentioned in the bid documents, the work experience certificate shall

	concerned government departmental authorities with the same information in their formats for bid evaluation. The format cannot be changed by the authorities	contain all the information listed in the Form D.															
7.	Kindly share the Geotagged Site Photographs, Soil test reports for effective concept preparation.	Site Photographs and soil test reports will be uploaded in the tender portal.															
8.	Kindly share the Site Plan & Topography in CAD format for effective concept preparation.	The CAD file will be uploaded in the tender portal.															
9.	We also request to extend Bid submission date by minimum two weeks 02 Jun 2025 i.e. from 19th of May 2025	The last date of submission of bid shall be 26-05-2025.															
10.	If the works completed ahead of time schedule, is there any benefit provided or pay supplement provided by the client the consultant. If yes, kindly provide the details of the above.	No such provision															
11.	<p>As per Cover 2 Section 9. Time Schedule, we request you to consider on changes in the time schedule for submission of various details mentioned in the stage 1</p> <ul style="list-style-type: none"> • S No. 1 Cumulative weeks after acceptance of offer 4 weeks required inset of 2 weeks • S No. 2 Cumulative weeks after acceptance of offer 6 weeks required inset of 4 weeks • S No. 3 Cumulative weeks after acceptance of offer 8 weeks required inset of 7 weeks • S No. 4 Cumulative weeks after acceptance of offer 4 weeks required inset of 3 weeks 	No change in the tender condition															
12.	<p>As per Cover 2 Section 10.0. Payment Schedule, we request you to consider on changes in the Payment Schedule</p> <table border="1"> <tr> <td>a.</td><td>On submission and approval of Preliminary Architectural BIM Models & Drawings.</td><td>10% of the amount quoted.</td></tr> <tr> <td>b.</td><td>On submission of Detailed Architectural Drawings & BIM Models.</td><td>20% of the amount quoted minus payment already made.</td></tr> <tr> <td>c.</td><td>On approval of Detailed Architectural BIM Models and Drawings, all DBRs'</td><td>40% of the amount quoted minus payment already made.</td></tr> <tr> <td>d.</td><td>Submission of BIM models and relevant detailed structural analysis, design and structural drawings, proof checking</td><td>60% of the amount quoted minus payment already made.</td></tr> <tr> <td>e.</td><td>Submission of Federated BIM models with MEP detailed services relevant drawings including design calculations wherever needed and approval to the same.</td><td>70% of the amount quoted minus payment already made.</td></tr> </table>	a.	On submission and approval of Preliminary Architectural BIM Models & Drawings.	10% of the amount quoted.	b.	On submission of Detailed Architectural Drawings & BIM Models.	20% of the amount quoted minus payment already made.	c.	On approval of Detailed Architectural BIM Models and Drawings, all DBRs'	40% of the amount quoted minus payment already made.	d.	Submission of BIM models and relevant detailed structural analysis, design and structural drawings, proof checking	60% of the amount quoted minus payment already made.	e.	Submission of Federated BIM models with MEP detailed services relevant drawings including design calculations wherever needed and approval to the same.	70% of the amount quoted minus payment already made.	No change in the tender condition
a.	On submission and approval of Preliminary Architectural BIM Models & Drawings.	10% of the amount quoted.															
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e.	Submission of Federated BIM models with MEP detailed services relevant drawings including design calculations wherever needed and approval to the same.	70% of the amount quoted minus payment already made.															

	f.	Submission of detailed Estimate, take off sheets, rate analysis and bid documents etc. for invitation of tender for building work and services and approval to the same.	80% of the amount quoted minus payment already made.	
	g.	On approval by all statutory authorities and Award of construction contract.	85% of the amount quoted minus payment already made.	
	h.	After 50% completion of construction work (Financial progress).	90% of the amount quoted minus payment already made.	
	i.	After completion of all construction works including services.	95% of the amount quoted minus payment already made.	
	j.	After issue of "AS BUILT" drawings by the construction agency and in editable electronic format and submission of GRIHA Certificate obtained as per the provisions of the contract	100% of the amount quoted minus payment already made.	

M/s. C R Narayana Rao Consultant, Chennai

1.	Date of submission to be extended to end of this month May 25	The last date of submission of bid shall be 26-05-2025.
2.	Is there any specific requirements from IIT side on AI part	The AED consultant should come up with the specific functional requirements for hosting the school of Data Science and AI.

M/s. Flying Elephant Studio, Bangalore

1.	In the evaluation committee is there any architect member?	The constitution of the evaluation committee is an internal matter and will be decided by the institute.
2.	Whether any honorarium will be paid for the bidders	No provision for the payment of honorarium for this bid.

M/s. T D Engineering Consultancy, Chennai

1.	Is there any particular style of architecture institute is preferring	Institute expects the architect submit the design proposals for both aesthetically pleasing and have close connection to the surroundings. The design proposal should be able to merge functionality with architecture.
2.	Whether the experience of works executed overseas will be considered ?	Will be considered
3.	Whether Cover 2 needs to be submitted by the bidders.	Cover 1, Cover 2 and Cover 3 need to be uploaded within the last date of submission of bids.

		Refer clause 2.1 to 2.4 of the Cover 1 tender document.
M/s. Aadharshila Designs, New Delhi		
1.	Detailed requirement and functional area of each lab is needed for proper planning	Space Requirement has been briefly mentioned in the bid document (Cover 2), the architect shall submit the design proposal for a school of Data Science
2.	Whether all faculty offices have to be of a uniform size	No hierarchy of faculty envisaged and office spaces can be of uniform size
3.	Kindly extend the submission date by at least 10 days.	The last date of submission of bid shall be 26-05-2025
4.	Building setback required towards the campus boundary side	A 10 metre setback is to be maintained from the boundary
5.	Request to change the QCBS weightage to 80:20, which is a standard practice for buildings of this nature	No change in the tender condition
6.	The eligibility criterion of annual turnover of last three years is too low for the scale of this building and may be reviewed for equitable participation in the competition	No change in the tender condition
M/s. Padgro Consultant Pvt Ltd, Chennai		
1.	Approval process with local authorities, we would like to clarify our role in this process.	Submission of all documents required for the local body approval is in the scope of the AED consultants.
2.	Request for Extension of time for submission of bid.	The last date of submission of bid shall be 26-05-2025.
3.	Site plan and master plan details.	The CAD file will be uploaded in the tender portal.

All the participants are requested to visit the site. They can intimate the EWD about their site visit in advance.

The meeting ended with vote of thanks by the chair.

CHAIRMAN, EWD