

	<p align="center">Gorakhpur Industrial Development Authority Sec-7 GIDA Gorakhpur</p>
<p>File No <u>4476</u> dt: <u>04-11-2025</u></p> <p align="center"><u>REQUEST FOR EMPANELMENT</u></p> <p>Gorakhpur Industrial Development Authority (GIDA) is Request for Empannelment from firms/agencies for “ Empanelment of Consultants with U.P RERA for Ragistration and implimetaion of Real Estate Regulatory Authority Projects in GIDA Gorakhpur. “</p> <p>The RFE document will be available online on e-Tendering Site http://etender.up.nic and GIDA website www.gidagkp.in on dated <u>06.11.2025</u> onwards. For details please visit the above mentioned link. Interested firms shall submit their response on or before dated <u>14.11.2025</u>, 17:00 hrs, on e-Tendering Site.</p> <p align="right">sd/- Chief Executive Officer</p>	

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Request for Empanelment

(RFE) for

**Empanelment of Consultants with U.P RERA for
Registration and implimertation of Real Estate
Regulatory Authority Projects in GIDA Gorakhpur.**

Disclaimer

This Empanelment of Consultants for Registration and implementation of Real Estate Regulatory Authority Projects'(hereinafter referred to as the "Consultant") contains brief information about the scope of work and qualification process for the successful applicants. The purpose of the RFP Document is to provide the applicants (hereinafter referred to as "Applicant/s") with information to assist the formulation of their proposals (hereinafter referred to as the "Proposal/s").

While all efforts have been made to ensure the accuracy of information contained in this RFE Document, this document does not purport to contain all the information required by the Applicants. The Applicants should conduct their own independent assessment, investigations and analysis and should check the reliability, accuracy and completeness of the information at their end and obtain independent advice from relevant sources as required before submission of their Proposal. The GIDA Gorakhpur (hereinafter referred to as "Client" or the "Authority") or any of its employees/advisors/consultants shall incur no liability under any law, statute, rules or regulations as to the accuracy or completeness of the RFE Document.

The Authority reserves the right to change any or all conditions/ information's set in this RFE Document by way of revision, deletion, updating or annulment through issuance of appropriate addendum as the Authority may deem fit without assigning any reason thereof.

The Authority reserves the right to accept or reject any or all Proposals without giving any reasons thereof. The Authority will not entertain or be liable for any claim for costs and expenses in relation to the preparation of the Proposals to be submitted in response to this RFE Document.

Contents

1	General information	4
2	Data Sheet	6
3	Pre-Bid Queries	7
4	Terms of Reference	8
4.1	Scope of Work	9
4.2	Deliverables, Payment Schedule and Penalties	15
4.3	Process for work allocation amongst the empanelled consultants	16
4.4	Support from the Authority	17
5	Eligibility and Evaluation criteria	17
5.1	Eligibility criteria	17
5.2	Technical Evaluation criteria	19
5.3	Financial evaluation	20
6	Instructions to Applicants	23
	A. General instructions	23
	B. Preparation and submission of Proposals	24
	C. Proposal opening	28
7	General Conditions (GC) of Contract	31
8	Technical Proposal Submission–Check List	38
9	Technical Proposal–Standard Forms	39
	Form1: Technical Proposal Submission Form	40
	Form2: Applicant’s Organization’s Experience	41
	A-Applicant’s Organization	41
	B-Applicant’s Experience (Project Citation Format)	42
	Form 3: Description of Approach, Methodology and Work Plan for Performing the Assignment	43
10	Financial Proposal-Standard Forms	44

1 General information

The information contained in this Request for Empanelment ("RFE") document or subsequently provided to Bidder(s), whether verbally or in documentary or any other form, by or on behalf of GIDA (Gorakhpur Industrial Development Authority) or any of its employees or advisors, is provided to Bidder(s) on the terms and conditions set out in this RFE document and such other terms and conditions subject to which such information is provided.

This RFE document is not an agreement and is neither an offer nor invitation by GIDA to the prospective Bidders or any other person. The purpose of this RFE document is to provide interested parties with information that may be useful to them in the formulation of their Proposals to this RFE document. This RFE document does not purport to contain all the information that each Bidder may require. RFE document may not be appropriate for all persons, and it is not possible for GIDA, its employees, consultants or advisors to consider the investment objectives, financial situation and particular needs of each party who reads or uses this RFP document. The statements and information contained in this RFE document may not be complete, accurate, adequate or correct. Each Bidder should, therefore, conduct its own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the statements and information contained in this RFP document and obtain independent advice from appropriate sources. For the avoidance of doubt, in case a Bidder places reliance on any a fore said assumptions, assessments, statements, data and information furnished by GIDA and/or its consultants, in this RFE or under any project report etc. then the same shall not in any manner bind/make liable the GIDA and/or its consultants, employees or representatives, to indemnify the Bidder in respect of any loss/damage/costs whatsoever arising out of or in connection with such reliance placed by the Bidder on the aforesaid assumptions, assessments, statements, data and information.

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. GIDA accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on law expressed here in.

GIDA, its employees and advisors make no representation or warranty and shall have no liability to any person, including any Bidder, 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 RFE document or otherwise, including the accuracy, adequacy, correctness, completeness or reliability of this RFE document and any assessment, assumption, statement or information contained therein or deemed to form part of this RFE document or arising in any way with short- listing of Bidder(s) for participation in the Selection Process. GIDA also accepts no liability of any nature whether resulting from negligence or otherwise how so ever caused arising from reliance of any Bidder upon the statements contained in this RFP document. The possession or use of this RFP in any manner contrary to any applicable law is expressly prohibited. The Bidders shall inform themselves concerning and shall observe any applicable legal requirements. The information does not purport to be comprehensive or to have been independently verified. Nothing in this RFP shall be construed as legal, financial or tax advice.

GIDA may, in its absolute discretion but without being under any obligation to do so, update, amend or supplement the information or assessment contained in this RFP document.

The issue of this RFP document does not imply that GIDA is bound to short-list Bidders for

next stage of the Selection Process for the Project and GIDA reserves the right to reject all or any of the Proposals without assigning any reasons what so ever.

The Bidder shall bear all its costs associated with or relating to the preparation and submission of its Proposal including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by GIDA or any other costs incurred in connection with or relating to its Proposal. All such costs and expenses will remain with the Bidder and GIDA shall not be liable in any manner what so ever for the same or for any other costs or other expenses incurred by any Bidder in preparation or submission of the Proposal, regardless of the conduct or outcome of the Selection Process.

The Bidders are prohibited from any form of collusion or arrangement in an attempt to influence the selection and award process of the Proposal. Giving or offering of any gift, bribe or inducement or any attempt to any such act on behalf of the Bidder towards any officer/employee/advisor/ representative of GIDA or to any other person in a position to influence the decision of GIDA for showing any favour in relation to this RFE or any other contract, shall render the Bidder to such liability/penalty as the GIDA may deem proper, including but not limited to rejection of the Proposal of the Bidder and forfeiture of its Proposal Security. Laws of the Republic of India are applicable to this RFE.

Notice inviting Tender

Gorakhpur Industrial Development Authority (GIDA) invites sealed responses from firms/agencies meeting the eligibility criteria, for " Empanelment of Consultants with U.P RERA for Registration and implimentation of Real Estate Regulatory Authority Projects in RFE Documents.

1. The RFE document can be downloaded from the GIDA website i.e. <http://gidagkp.in>.and e-Tendering Site <http://etender.up.nic>
2. Details such as technical eligibility, financial eligibility, date and time for pre-bid meeting, scope of work is provided in the RFP document.
3. Only firms/agencies meeting the eligibility criteria are requested to submit the proposal.
1. Sealed complete proposals should reach the undersigned through registered speed post or courier service and e-Tendering Site <http://etender.up.nic> GIDA website i.e. <http://gidagkp.in>. up to 17:00 hrs on **07-10-2025** and the proposals shall be opened on **08-10-2025** at 16:00 hrs. Bidders are requested to ensure the presence of their representatives at the time of opening of bid, who must submit an authorization letter from the bidder.
2. The proposals should accompany the Earnest Money Deposit of INR **50,000/-** and Proposal Fee of INR **5000/-** note that no liability will be accepted for difficulties in and or incomplete download of RFE document.
3. The client reserves the right to cancel the entire bid process or part of it, at any stage without assigning any reason thereof.

**Nodal Officer (Planning),
Gorakhpur Industrial Development Authority (GIDA)
Sec.-7, Gida Gorakhpur-273212**

2 Data Sheet

1	Name of the Bid	Empanelment of Consultants with U.P RERA for Registration and implimentation of Real Estate Regulatory Authority Projects in GIDA Gorakhpur
2	Time-period of contract	One year from the date of signing of contract with a provision to extend it for another two years, but not more than one year at a time.
3	Method of selection	Lowest Financial Bid/Quote
4	Bid Processing Fee	Non-refundable fee of INR 5,000 (through RTGS/NEFT)
5	Earnest Money Deposit (EMD)	Refundable amount of INR 50,000/- in e-tendering site
6	Financial Bid to be submitted together with Technical Bid	Yes
7	Name of the Authority's official for addressing queries and clarifications	Mr. Anupam Mishra Nodal Officer Planning Gorakhpur Industrial Development Authority (GIDA) Sec.-7, Gida Gorakhpur-273212 Office No:0551-2580010,2580090,
8	Proposal Validity Period	90 days from Proposal Due Date
9	Proposal Language	English
10	Proposal Currency	INR
11	Consortium to be allowed	No
12	Sub-contracting is allowed	No

3 Pre-Bid Queries - Submitted up to dated 13-11-2025 via e-mail

4. Scope of Work

The empanelled agencies will be required to undertake the following tasks for the Authority (but not limited there to):

1. To report on the current status of development of the Real Estate project.
2. To undertake physical verification of projects and submit report on the following:
 - a. Project Registration Details including
 - i. Project Registration Number*
 - ii. Project Type (Plotted/Apartment) as per sanction plan*
 - iii. Project Site Address
 - iv. Sanctioning development authority*
 - v. Project Cost*
 - vi. Project Area
 - a. Total area
 - b. Saleable area
 - c. Available FAR
 - d. Unutilized FAR
 - vii. Details of ownership of the land (1. In the name of the promoter, 2. under project through agreement with the land owner, 3. allotted by government authority)
 - viii. Pending dues of the government authority against the allotted land, if applicable
 - ix. Stay on land by competent court, if any (duration of stay)
 - x. Date of approval of the Map
 - xi. Date of validity of the Map
 - xii. Revised validity of the Map
 - xiii. Project Start date as per the Builder Buyer Agreement (BBA)
 - xiv. Project Start date declared to RERA*
 - xv. Project Completion date declared to RERA*
 - xvi. Extension of Registration, if any*
 - b. Project Specifications
 - Project Level Details
 - Number of Towers/Blocks (*For Apartments Type of Projects*)

- Number of Sectors/Pockets (*For Plotted Type of Projects*)
- Number of Units
- Number of units size wise

Sector/Pockets wise details: (*For Plotted Type of Projects*)

- Name
- Number of dwelling Units
- Over all percentage (%) completion
- Expected time to complete the sector/pocket as per current pace of work
- Expected time to complete the sector/pocket as per the promoter

Tower/Block wise details: (*For Apartments Type of Projects*)

- Tower/Block Name
- Number of floors
- Number of dwelling units floorwise
- Total Units
- Construction status (Tower wise)
 - Site mobilization including site office & barricading
 - Excavation for Basements
 - Piling Work
 - P.C.C for raft & Wall
 - Water proofing for raft
 - RCC for raft foundation
 - Retaining wall footing & walls
 - Column up to basements lab
 - Basements lab
 - Brick Work
 - Column up to 1st basement slab
 - 1st Basement slab
 - Column up to 2nd basement slab
 - 2nd Basement slab
 - Column up to 3rd basement slab
 - 3rd Basement slab
 - Stilt/G.F. Columns
 - Stilt/G.F. Slab
 - 1-First Column/Shear Wall
 - 1-Floor Slab
 - 2-Floor Column/Shear Wall

- 2-Floor Slab
- n-First Column/Shear Wall (n refers to total floor count in a tower)
- n-Floor Slab (n refers to total floor count in a tower)
- Over all percentage (%) completion
- Finishing Work
 - Plaster
 - Flooring
 - Door/Window
 - Internal Painting
 - External finishing/Painting
 - Miscellaneous Finishing & Other Work
- MEP Work
 - Number of Lifts & Elevators proposed and installed (details required)
 - Electrical fittings and works
 - Fixtures
 - Grill, Railings
 - Fire Safety works
- Construction Activity
 - a. Man power on site
 - b. Availability of construction material on site
 - c. Work stuck? since when?
- Expected time to complete the tower/block as per current pace of work
- Expected time to complete the tower/block as per the promoter

c. Development works as per the Sanctioned/Development Plan

- Boundary Wall
- Road Work
- Foot paths
- Water Supply
- Treatment and Disposal System of Sewage and Silage water
- Solid waste management and disposal works
- Drainage works
- Electricity related works (Sub Station, Transformers, Streetlight, connections, meters)
- Power Backup/Generators

- Parks
 - Tree Planting
 - Rain Water Harvesting works
 - Water conservation works
 - Energy management works (Usage of Renewable Energy Sources)
 - Fire protection and fire safety works
 - Social infrastructure and other public amenities (Community Buildings and other amenities such as club facility, relating to sports, fitness, entertainment, walking track, swimming pools, school, shops as per sanctioned project specifications)
- d. Booking and Sales Details
- (For Apartments Type of Projects)*
- Tower wise sales
 - Possession offered Tower wise
 - Possession given Tower wise
 - Registered Sale deeds/lease deeds executed tower wise
 - Un-Sold Units Tower wise
- (For Plotted Type of Projects)*
- Sector/Pockets wise sales
 - Possession offered Sector/Pocket wise
 - Possession given Sector/Pocket wise
 - Registered Sale deeds/lease deeds executed Sector/Pocket wise
 - Un-Sold Units Sector/Pocket wise
- e. Construction Activity
- Man power on site
 - Availability of construction material on site
 - Work stuck? since when?
- f. Overall Physical progress of the project percentage (%)
- g. Expected time to complete the project as per current pace of work
- h. Expected time to complete the project as per the promoter
- i. Supporting project site photographs

j. Project Financials

- Details to be taken from Promoter
 - Bank Account(s)
 - Money received from Allottees
 - Money received through project finance
 - Money available in escrow account
 - Expenditure on the project as on date of the physical verification
 - Repayment against the bank finances including pending dues
 - Receivables from the allottees
 - Receivables from the unsold units
 - Estimated cost to complete the remaining work of the project as per the promoter
- Estimated cost to complete the remaining work of the project(as per the consultant)

k. Promoter Details

- Name of the Chairman (along with address, phone number and email)
- Name of the Directors/Partners (along with address, phone number and email)
- Promoter Name and contact details (address, phone number and email)
- Promoter company in corporation certificate
- Corporate office address
- Project Site Address
- Name of the Project Chartered Accountant (address, contact no and email)
- Structural Engineer's details-Name, Address, Contact (Phone and Email)
- Architect details- Name, License No., Address, Contact (Phone and Email)
- Contractor details–Name, Address, Contact (Phone and Email)
- Project Coordinator Details (name, address, contact no and email)
- Project Agent details (name, address, contact no and email)

l. Project Completion Status

- Completion Certificate
 - Receipt of completion certificate of project with date
 - Receipt of part completion certificate of project with date (Name of the corresponding Towers/Blocks/Sector/Pocket)
 - Date of Application for completion certificate
 - Date of Application for part completion certificate (Name of the corresponding Towers/Blocks/Sector/Pocket)
 - Certificates
 - Date of Structural Engineer Certificate
 - Date of Electrical Safety Certificate
 - Date of Fire NOC
 - Date of Lift Safety Certificate (*if applicable*)
- Occupancy Certificate
 - Receipt of occupancy certificate of project with date
 - Receipt of part occupancy certificate of project with date (Name of the corresponding Towers/Blocks/Sector/Pocket)
 - Date of Application for occupancy certificate
 - Date of Application for part occupancy certificate (Name of the corresponding Towers/Blocks/Sector/Pocket)
 - Certificates
 - Date of Structural Engineer Certificate
 - Date of Electrical Safety Certificate
 - Date of Fire NOC
 - Date of Lift Safety Certificate, if applicable
- Deviations from approved sanction plan, if any
- Date of application for compounding (with details of Towers/Blocks/Sector/Pocket)
- Date of deposit of compounding charges (with details of Towers/Blocks/Sector/Pocket)
- Date of compounding (with details of Towers/Blocks/Sector/Pocket)
- m. Project Issues/Challenges, if any
- n. Formation of RWA/AOA and maintenance
 - Name of the Association
 - Date of Registration of Association
 - Name of President, Secretary and Treasurer and their contact details

- Date of transfer of maintenance of project to AOA
 - Name of the Maintenance agency
 - Date of appointment of maintenance agency
3. Information available from the website of the Authority *is marked as (*)*. Remaining information shall have to be collected through site verifications and taken from the promoter. In some cases the information may have to be collected from the office of the competent authority also.
 4. The Authority may want to undertake periodic physical verifications of few projects as it deems necessary. Such verifications would be incremental in nature of the earlier primary physical verification undertaken and the empaneled consultants shall be required to undertake a follow-on/incremental physical verification of such projects.
 5. The consultant shall prepare a spot memo of the physical verification activity with the name and signature of the parties present at the site.
 6. Final reports shall be submitted under the signature of the competent supervisory level in the consulting firm.
 7. The consultant will be responsible to submit the physical verification report as per the scope of work within the stipulated time as given in the Work Order.
 8. The consultant will be liable to penalties as stipulated in case of delay in submission of the report. The management of the consulting company/firm will be responsible for ensuring the quality of the physical verification/inspection.
 9. The resources engaged for undertaking the physical verification should be provided supervision of senior staff.
 10. The consultant shall deploy a coordinating officer in the NCR office of the authority during the execution of the assigned task.
 11. The consultant shall be required to make a presentation of the verification/inspection work undertaken before the Authority at the end of the corresponding month.

Deliverables, Payment Schedule and Penalties

Consultant's Deliverable

Based on physical verification of the project, the Consultant shall create a project specific report card and submit to the Authority. Final reports shall be submitted under the signature of the competent supervisory level in the consulting firm.

Payment Schedule:

Unless otherwise specified, the payments due against the work order will be made in three stages:

- 20% of registration of project(s)
- 30% of during three weeks of submission of report(s) onwards
- Remaining 50% of the fee after RERA authority accepts the report (s) post presentation by the empaneled consultant, after deduction of any applicable penalties.

In response to the RFE, the Applicant shall provide financial quote in the form as given in Financial Forms – Standard Forms. Taxes as per applicable rates shall be paid by the Authority as extra.

The financial quote, shall be inclusive of the following:

All Out-of-Pocket Expenses (OPE)

- Travel, boarding and lodging
- Equipment to be used by the Consultant like laptop
- Stationery
- Admin expenses
- Any other expenses

Applicable Penalties:

Unless otherwise specified, the applicable penalties would be 2% of the work order value for each week of delay from the completion timeline as given in the Work Order.

In case the defined timeline is not achieved, U.P RERA may decide at its discretion to impose/waive off/partially waive off the penalty if it is established that the breach is not attributable to the consultant.

Process for work allocation amongst the empanelled consultants

As and when there is a need to conduct physical verification exercise for a particular project, the Authority will raise a request and issue work order to the empanelled consultants for physical verification of the project (s) as per the terms and conditions of the RFP.

In order to maintain allocation of work to all the empanelled consultants, work would be assigned to the empanelled consultants in a sequential manner as per their Empanelment Technical Evaluation Score, starting with the consultant having the highest technical evaluation score (H1), subsequently to the consultant having second highest technical evaluation score (H2) and so on. The physical verifications or follow-on physical verifications will be executed at L1 by all the empanelled consultants.

The Authority may want to undertake periodic physical verifications of a few projects as it deems necessary. Such verifications would be incremental in nature of the earlier primary physical verification undertaken and the empaneled consultants shall be required to undertake a follow-on/incremental physical verification of such projects and accordingly the rates shall apply.

It may be noted that in normal course follow-on/incremental physical verification for a particular project may be awarded by the Authority to the same agency which undertook the primary physical verification of the project.

The Technical Evaluation shall be based on following parameters:

#	Criteria	Max Marks
1	<p>Financial Capability Average turn over of last three (3) financial years ending on 31st March 2025 from India operations.</p> <ul style="list-style-type: none"> • Fifteen (15) marks for turnover \geq INR 0.25 crore and \leq INR 0.50 crore • Twenty (20) marks for turn over $>$ INR 0.50 crore and \leq INR 1 crore • Twenty Five (25) marks for turnover $>$ INR 1 crore <p>Documentary Evidence: CA certificate</p>	25
2	<p>Years of experience of the applicant firm</p> <ul style="list-style-type: none"> • Ten (10) marks for experience \leq 5 years • Fifteen (15) marks for experience $>$ 5 years and \leq 7 years • Twenty (20) marks for experience $>$ 7 years <p>Attach documentary Evidence</p>	20
3	<p>Experience in undertaking “Works of similar nature” Experience in executing similar assignments for Government organizations/ agencies (Departments/ Semi Government or Autonomous Bodies/PSUs/Development Authorities) of Government of India or State Governments or Private Organizations during past five (5) years as on 31 March 2025, in Real Estate Sector.</p> <p>Eligible projects</p> <ul style="list-style-type: none"> • 1 to 2 eligible projects-10 marks • More than 2 eligible projects-15 marks <p>Documentary Evidence: 1. Project Citation as per format: Form 2(B) and 2. Attach copies of LOA/LOI/Work orders/Agreement/Completion certificates.</p>	15
4	<p>Understanding of the Project: Understanding of the Act, Expected impact of the Act on the Sector, Challenges in the real estate sector, Role of Authority (UP-RERA)-its processes and functions</p>	15

5	Approach & Methodology: Applicant's capability, understanding of scope of work, approach, proposed solutions, appreciation of requirements, and suggestions on Proposed Approach and Methodology and personnel committed to the Project	25
Total Technical Score		100

The Applicant firms will be required to make a presentation before the authority on time, date and place specified by it for assessment on criteria 4 & 5.

Minimum score of 70 marks is required in the technical evaluation process to be considered for empanelment. Only those bids having minimum score would be eligible for opening of financial bids.

All (project) experiences submitted for eligibility and evaluation must be supported by Work Orders/LOA/LOI/Signed Contracts/Agreements/Completion Certificates, clearly indicating the value of the (project) experiences.

The (project) experiences that would be claimed by the Applicant against any criteria both for eligibility as well as for technical evaluation must have been executed as the primary/ lead Consulting Firm by the Applicant's legal entity submitting the bid for this RFP. Extension work orders on an existing project will not be counted as separate projects. All experiences should be from within India.

Financial evaluation

The Applicant must achieve a minimum of 70% in the Technical Evaluation for it to be eligible for opening of Financial Proposal.

1. Submission of e-bid/Proposal

The bid submission module of e-procurement website <http://etender.up.nic.in> enables the Applicants to submit the Proposal online in response to this RFP published by the Authority. Submission can be done till the Proposal Due Date specified in the RFP. Applicants should start the process well in advance so that they can submit their Proposal in time.

2. Dead line for submission

E-bid/Proposal must be submitted by the Applicant at e-procurement website <http://etender.up.nic> no later than the time specified on the Proposal Due Date. The Authority may, at its discretion, extend this deadline for submission of Proposal by amending the RFP document, in which case all rights and obligations of the Authority and Applicants previously subject to the deadline will there after be subject to the dead line, as extended.