



OFFICE OF THE GUWAHATI METROPOLITAN DEVELOPMENT AUTHORITY
STATFED BUILDING, BHANGAGARH, GUWAHATI-781005

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DETAIL NOTICE FOR INVITATION FOR EMPANELMENT OF RTP

The Chief Executive Officer, GMDA, Guwahati invites RFE (Request for Empanelment) from Architect/Engineer/Town Planners/ Group or Agency registered with GMDA/GMC as RTP whose qualification as per Appendix-II of the Guwahati Building Construction and Regulation Byelaw 2014 (as amended) and with 10 years of experience in providing services to clients for obtaining building permission from GMDA/GMC.

The empanelled Architects/Engineers/Town Planners/Group or Agency shall be associated with GMDA/GMC for processing the Planning permit and building permit for speedy disposal of the proposals up to G+2 residential building.

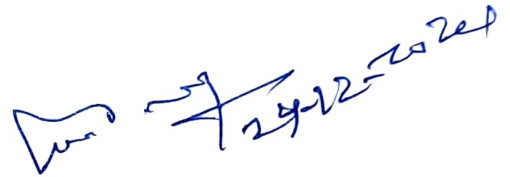
The important dates and other details of the RFE is given below:-

i	Non-refundable cost of RFE document and Application Fee	Rs. 10,000 to be paid online
ii	Downloading of RFE Document	From the website www.gmda.assam.gov.in from tender section
iii	Date of online submission	From 26.12.2020 to 08.01.2021 up to 16.00 hrs in the portal www.rfe.mmsgna.in

The above schedule is tentative and GMDA reserves the right to modify the said Schedule at any time during the selection process at its sole discretion without assigning any reason or being liable for the same in any manner whatsoever. GMDA also reserves the right to extend the time of submission of offers for empanelment or repeat the procedure time to time considering the demand.

1. RFE documents can be downloaded from GMDA's website <https://gmda.assam.gov.in> The RFE document fee along with the application fee Rs. 10,000.00 (Rupees Ten Thousand) only to be submitted online which is non-refundable.
2. The RFE documents duly completed along with RFE document fee shall be received as per schedule as given above.

3. The RFE documents are not transferable.
4. GMDA does not bind itself to accept all RFE's or any other RFE and reserves the right to reject any or all without assigning any reason thereof.
5. In case the date of submission RFE as mentioned above is declared to be a holiday, the applicants shall be received and opened on the next working day at the same time.
6. Any revisions, clarifications, corrigendum, addendum, time extensions etc. to this RFE will be posted on the GMDA official websites only.
7. The RFE document duly signed on all pages should form part of the submission. Failure to submit this will invite non consideration of the RFE.
8. RFE submitted with conditions will be liable for rejection.



(Umananda Doley, I.A.S.)
Chief Executive Officer
Guwahati Metropolitan Development Authority
Bhangagarh, Guwahati

GMDA proposes to empanel qualified and experienced Architects/Engineers/Town Planners/Group or Agency registered with GMDA/GMC as RTP for Mukhya Mantrir Sohoj Griha Nirman Aehoni (MMSGNA) to be associated with GMDA/GMC for processing Planning Permit and Building Permit for speedy disposal of the proposals up to G+2 residential building up to a plot size of 670 sq.m.

The qualification as per Appendix-II of the Guwahati Building Construction and Regulation Byelaw 2014 (as amended) and with 10 years of experience in providing services to clients for obtaining building permission from GMDA/GMC.

(I) GENERAL

1. Definition: In these rules, unless the context otherwise requires:

a) “Act” – The Guwahati Building Construction and Regulation Act, 2010

b) “Registered Technical Person” – A person empaneled as Architect/Engineer as per Guwahati Building Construction and Regulation Byelaw 2014 Appendix -II and having 10 years’ experience in providing building permission and Architect registered with Council of Architects/Indian Institute of Architects having 10 years’ experience in providing building permission.

c) “Person Authorized” – means a qualified and duly Registered Technical Personnel as per this empanelment of RTP.

2. The empanelment of RTP shall be for a period of *two years* and can be terminated/extended from time to time subject to periodic review by the Authority.

3. The RTP shall ensure and satisfy himself that various permissions as required by law from different Authorities if required have been obtained.

4. The Empanelled RTP shall also ensure during the inspections at construction stage and also at the time of giving completion certificate that there is no violation of Master Plan and Zoning regulation in force, Building Byelaws and other related rules and regulations in force.

5. In case it is found that there is violation of Master Plan and Zoning regulation, rules and other regulations in force at any stage either during the sanction of building plans, construction or issue of completion certificate, the same shall be immediately brought to the notice of the Authority failing which necessary action for penalising the RTP’s shall be taken including removal from the panel and action as per the provision of the Guwahati Metropolitan Development Authority Act 1985, Guwahati Municipal Corporation Act, 1970 and the Building Byelaw 2014.

6. The RTP shall issue the completion certificate after having satisfied himself that non-compoundable deviations have been removed from the building and necessary compounding/regularization fee has been deposited with the concerned Authority.

7. The empanelled RTP are also required to enter into an agreement with the concerned Authorities.

(II) SUBMISSION OF RFE-

RFE shall be submitted in the following manners: -

All documents duly signed with necessary enclosures and documentation fees to be submitted before the last date in sealed envelope addressed to CEO, GMDA, Statefed Building, GMCH road, Bhangagarh, Guwahati-781005.

(III) QUALIFYING CRITERIA

- I. The Applicant should be an Architect/Engineer/Town Planner/group or agency (Architect, Engineer and Others) with qualification as per Appendix –II of Guwahati Building Byelaw 2014 or Architect registered with Council of Architects/Indian Institute of Architects
- II. The following information/documents are required to be submitted for empanelment with the proposal in sealed cover without which the applicant will not be considered for selection.
 - a) For architect, up to date and valid registration of Council of Architects/ Indian Institute of Architect along with CV.
 - b) For engineer/ town planner / group or agency the qualification shall be as per Appendix –II of the Guwahati Building Byelaw 2014 along with CV. In case of group or agency CV of both Architect, engineer or town planner is required.
 - c) Documentary proof of experiences for least 10 years in the field of working for clients in building permission matters as per Annexure-I
 - d) Documentary proof of starting date of their firm/business
 - e) List of manpower as per Annexure –II with qualification and experience
 - f) Detail self-certificates statement on office equipment and internet service in office for performing sanctioning process of planning permit and building permit as per Annexure –III
 - g) Copy of IT return certificate for last 3 consecutive years i.e. 2016-17,2017-18 and 2018-19.
 - h) Registration certificate of Goods and service tax (GST)
 - i) Consultant, the firm shall have an office at Guwahati.
 - j) A list of projects worked as technical person/consultants for NOC/ Planning Permit/Building Permit from Authorities showing detail of NOC/ Planning Permit/Building Permit no. with status of Occupancy Certificate.

(IV) SELECTION CRITERIA

- a) All the applicant who met all requirement and submitted all valid documents will be empanelled.
- b) The list of name of selected applicant will be in Authority website and selected applicant are required to complete all formalities to be notified in our website i.e. www.gmda.assam.gov.in as and when required.

IN THE ABSENCE OF SUPPORTING DOCUMENTS, THE OFFERS SHALL NOT BE CONSIDERED TILL SUBMISSION OF THE SAME.

(V) AMENDMENT OF RFE:

At any time prior to the deadline for submission of Proposal, the Authority may, for any reason, whether at its own initiative or in response to clarifications requested by an Applicant, modify the RFE document by the issuance of Addendum/ Amendment and posting it on the Official Website. The amendments and will be binding on all Applicants and will be part of RFE document.



(Umananda Doley, I.A.S.)
Chief Executive Officer
Guwahati Metropolitan Development Authority
Bhangagarh, Guwahati

Annexure

Annexure I

Details of NOC, Planning Permit, Building Permit processed for 10 years

Sl No	Name of client	NOC,P/P, B/P no	Proposal details	Status of occupancy certificate	Remarks (if any)

Annexure II

Details of Manpower

Sl no	Name	Qualification	Experience	Whether Permanent/Part Time	Remarks (if any)