



EXPRESSION OF INTEREST

for

EMPANELMENT OF LANDSCAPE ARCHITECTS/FIRMS WITH ACCOMPLISHED
EXPERIENCE IN LANDSCAPE DESIGN FOR PROVIDING ARCHITECTURAL SERVICE TO
VARIOUS LANDSCAPE PROJECTS IN VIJAYAWADA

Vijayawada Municipal Corporation.
Canal Road, Jawaharlal Nehru Buildings, Vijayawada, Andhra
Pradesh – 520001
Email: pmuvmc@gmail.com

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DISCLAIMER

- a) The information contained in this Expression of Interest ("Eol") document subsequently provided to Applicants (Firms), whether verbally or in documentary or any other form by or on behalf of Vijayawada Municipal Corporation (herein after referred to as VMC/ The Authority) or any of its employees, is provided to Applicants on the terms and conditions set out in this Eol and such other terms and conditions subject to which such information is provided.
- b) This Eol is not an agreement or an offer by the Authority to the prospective Applicants or any other person. The purpose of this Eol is to provide interested parties with information that may be useful to them in the formulation & submission of their applications pursuant to this Eol.
- c) This Eol includes statements, which reflect various assumptions and assessments arrived at by the Authority in relation to the Empanelment of Architects. Such assumptions, assessments and statements do not purport to contain all the information that each Applicant may require.
- d) This Eol may not be appropriate for all persons, and it is not possible for the Authority and its employees to consider the objectives, technical expertise and needs of each party who reads or uses this Eol. The assumptions, assessments, statements and information contained in this Eol, may not be complete, accurate, adequate or correct. Each Applicant should, therefore, conduct its own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments and information contained in this Eol and obtain independent advice from appropriate sources. Information provided in this Eol to the Applicants may be on a wide range of matters, some of which may depend upon interpretation of law. 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. The Authority accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on the law expressed herein.
- e) The Authority and its employees/ advisors make no representation or warranty and shall have no liability to any person including any Applicant 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 Eol or otherwise, including the accuracy, adequacy, correctness, reliability or completeness of the Eol and any assessment, assumption, statement or information contained therein or deemed to form part of this Eol or arising in any way in this Empanelment Process.
- f) The Authority also accepts no liability of any nature whether resulting from negligence or otherwise however caused arising from reliance of any Applicant upon the statements contained in this Eol.
- g) The Authority may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumption contained in this Eol.
- h) The issue of this Eol does not imply that the Authority is bound to empanel an Applicant or to appoint the Selected Applicant for any Architectural Consultancy and the Authority reserves the right to reject all or any of the applications without assigning any reasons whatsoever.

1. Invitation for Expression of Interest

- a) Vijayawada Municipal Corporation is the civic governing body of the city. It was constituted on 1st April 1888 and was upgraded to selection grade municipality in 1960 and finally to corporation in the year 1981. The jurisdictional area of the corporation is spread over an area of 61.8 km² (23.9 sq mi) with 59 wards. Water supply, maintenance of roads, drainage and Solid waste management services are provided by the Vijayawada Municipal Corporation.
- b) VMC intends to empanel Landscape Architects firms who have accomplished experience in providing architectural service to various landscape projects and support VMC in conceptualizing and development of such Projects for Greening & Beautification across the Urban Local Body.
- c) The applications must be received in the manner specified in the EoI document at the address given below

Vijayawada Municipal Corporation
Canal Road, Jawaharlal Nehru Buildings, Vijayawada,
Andhra Pradesh, 520001
Email: vmcadh@gmail.com, pmuvmc@gmail.com
Phone: 9866514154

- d) The eligible Landscape Architects firms with accomplished experience in landscape design will be empaneled based on their experience in rendering relevant Architectural Consultancy Services as specified in this EoI.
- e) The application shall be filled in English and all entries must be typed and written in blue/black ink. Initials of the Authorized representative of the applicant must attest all erasures and alterations made while filing the application. Failure to comply with any of these conditions may render the application invalid.
- f) VMC shall not be responsible for any costs or expenses incurred by the applicant in connection with the preparation and delivery of the application.
- g) VMC reserves the rights to cancel, terminate, change or modify this EoI process and /or requirements of the application stated in the EoI, without assigning any reason or providing any notice and without accepting any liability for the same.
- h) Prospective applicants may seek any clarification in this regard from the office of the authorized designator/s indicated below, Vijayawada Municipal Corporation, during the office hours.

Vijayawada Municipal Corporation
Canal Road, Jawaharlal Nehru Buildings, Vijayawada,
Andhra Pradesh, 520001
Email: vmcadh@gmail.com, pmuvmc@gmail.com
Phone: 9866514154

- i) The details can be downloaded from the VMC website mentioned www.ourvmc.org

2 Scope of Services

- The Scope of Services includes, but is not limited to, any or all activities incidental to and required for the development of the proposal at each stage (not limited to participation in collaborative meetings and presentations with VMC to develop and present the proposal).
- The Consultant, who will work in conjunction with VMC, will undertake the Services as specified in this EOI.
 - a) Open Space Design – Hard & Soft Areas
 - b) Landscape Structures & Features
 - c) Illumination Design (including light fixtures, light poles etc.)
 - d) Signage & Graphic Design and Arte facts/ Sculpture (Local Architecture elements)
 - e) Approach Road & Car Parking Beautification
 - f) Vehicular & Pedestrian Movement
 - g) Recreation Area
 - h) Planting Design
 - i) Irrigation System, Surface Drainage & Water Management (Rainwater harvesting)
 - j) Co-ordination of External Services
 - k) Periodic Inspection & Evaluation of Works at site
 - l) Methodology for Execution & Maintenance
- All Scope of Services shall be undertaken in accordance with the terms of the Agreement; and in coordination and collaboration with VMC for the development of the design for the various elements of the Project through the noted stages.

3 Schedule of Services

Stage 1: Concept Stage

1. Draft Concept Landscape Framework Planning

- a. Concept Landscape Framework plan with a broad plant palette.
- b. Prepare a Concept Landscape framework Plans, indicating proposed provision for pedestrian and vehicular movement, service accesses, incorporating access as per Architectural requirement, and general principles to be followed for grading and landscape of roads, parking, open areas, footpaths, and incorporation of service elements.
- c. Identification of functionally and aesthetically strategic areas, such as entrance, around major activities, etc. and their conceptual treatment, especially the main entrance gateway to the complex to make an impressive impact.
- d. Concept scheme for hard landscape elements such as boundary walls and gates, driveways and parking areas, paths, paving, terraces, steps, ramps, planters, etc. railings, barriers and gates,

lighting scheme etc.

- e. Concept scheme for planting trees, shrubs, groundcover plants, and grass areas, to fulfil environmental, aesthetic, and functional needs.
- f. Presentation of final Concept Landscape Framework Plan with illustrative details of specific strategic areas.

Deliverables:

- ✓ Landscape Framework Plan and above mentioned drawings.

2. Final Concept Landscape Framework Planning

- a. Modify / detail the selected conceptual design incorporating required changes and prepare full set of concept drawings, sketches, study model, 3D views, walkthrough (if required) etc. along with Parking details with preliminary cost estimates.
- b. The Concept shall follow the local regulations, codes and standards and local availability of the material. The Consultant shall present analysis and approach considerations with detailed reasoning of the basis of the concept design.
- c. The concept shall be presented to the VMC in a hard-printed report and soft presentation format.
- d. The Concept stage includes revision and reworking as desired by the VMC on the presented / selected option in the previous task.
- e. Prepare presentation drawings for Site Plan, incorporating landscape design as per requirement of the VMC team.
- f. Consultant shall provide the deliverables in at least 2 hard copies in a presentation report form and the high-resolution soft copy of the same.

Deliverables:

- ✓ Final Landscape Concept Plan.
- ✓ 3D renderings to explain the scheme
- ✓ Receive Final signoff on the Concept from the VMC.
- ✓ Landscape Concept Master Plan as per VMC requirements highlighting all the major elements and detailing.
- ✓ Representative images and renderings

— Attend and participate in any design conferences, workshops and design review meetings, as suggested by the VMC and prepare minutes of such meetings for information by the next working day.

Stage 2: Schematic Drawings (Including Pre-Tender Stage Documentation)

- a) Incorporate inputs received at concept stage, and prepare schematic drawings incorporating Architecture and services requirements and detailed specifications for-

- Special Areas including Main Entrances to make an impressive impact.
 - Hardscape / Hard Landscape Elements such as boundary walls and gates, driveways and parking areas, paths, paving, terraces, steps, ramps, planters, railings, barriers, pavilions etc.
 - Drainage and Grading Schemes for landforms and levels for all hard and soft areas.
 - Landscape Lighting Scheme including location and design of outdoor light fixtures.
 - Landscape Irrigation Schemes specifying the various irrigation system appropriate for different landscape / plantation areas
 - Waterscape Plans giving details of water features including water bodies, fountains, etc.
 - Planting Scheme including planting plans and details with species, sizes, location and planting procedures
- b) Prepare Tender documents and drawings for Landscape Civil works and Landscape Horticulture works incorporating schedule of quantities, estimate of cost including code of practice covering aspects like mode of measurement, method of payments, quality control procedures on materials and works, analysis of rates wherever required, time schedule and other conditions of contract.
- c) Assist in inviting, receiving and analysis of tenders; issue clarifications and changes for queries raised during tendering process and advise VMC on appointment of contractors.

Deliverables:

- ✓ All documents & drawings related to Schematic Design Stage required in communicating the landscape scheme fully.
- ✓ Detailed Design report on site infrastructure for landscape design to be coordinated by the Consultant before submission to the VMC.
- ✓ Tender Drawings, Specifications, BOQ's, Rate Analysis and any other technical information required in the draft tender documentation (For clarity the Pre- Tender stage requirements would necessarily be based on completion of all requirements in the Tendering stage. No area variation would be permitted beyond this stage including a variation of not more than 5% in other tender items like BOQ's, specifications & rate analysis etc.

Stage 3: Detailed Drawing and Tender Documents

- a) Detailed design development of individual sections of the site outlined in Schematic Stage in close coordination with Architectural and services schemes.
- b) Prepare tender document based on detail drawings for Landscape Civil works and Landscape Horticulture works.
- c) Consultant shall provide the required list of drawings and documents along with schedule of dates to VMC prior to the commencement of the "Good for Construction" preparation and shall follow the same for the issuance for execution.
- d) Assist in finalization of contractor and award of contract.

Deliverables:

- ✓ Detailed Drawings for landscape including all hard & soft elements, final plantation plan and palette, irrigation scheme and water requirements, incorporation of any specialist landscape element and their specifications.
- ✓ Tender Drawings, Specifications, BOQ's, Rate Analysis and any other technical information required in the final tender documentation (For clarity the Tender stage requirements would necessarily be based on 100% completion of all requirements in the Tendering stage. No area variation would be permitted beyond this stage including no variation in tender items like BOQ's, specifications & rate analysis etc.
- ✓ Final Report on Landscape Design parameters and assumptions in coordination with VMC.
- ✓ Receive final approval from the VMC on appointment of the contractor as completion of the stage.

Stage 4: Construction

- a) Preparation of working drawings for landscape civil works and horticultural works, including setting out, incorporating special requirements for landscape over basement such as screed plan etc.
- b) Coordination with VMCs, architects and other Consultants working on the project.
- c) Periodic site visits to ensure execution of work as per drawings and instructions.

Deliverables

- ✓ Full GFC drawing set to be delivered as per the time schedule agreed with the selected Consultant.
- ✓ All discrepancies during execution and not as per the original design intent to be brought to the notice of VMC in writing.
- ✓ A site visit report after every scheduled site visit.
- ✓ Receive stage completion certificate from VMC after successful delivery of the last GFC after due acknowledgement from the contractor.
- ✓ Issue Methodology for maintenance of executed works and prepared tender documents for maintenance work.

Special Conditions:

- All drawings to be delivered in hard and soft copies (CAD & PDF)
- All renderings to be submitted in Hard and Soft (Jpg & PSD)
- All final stage wise presentation / meetings / workshops to be attended by the project director who would issue a certificate at the end of each stage stating that the original design intent is being maintained.
- All variations / additions / alterations etc. beyond the current scope and listed deliverables should be incorporated after written communication from the VMC.

- Any detailed model & walk throughs if required during the assignment would be paid on actuals on mutually agreed terms however the Consultant will need to coordinate and provide all necessary inputs and details as may be required.
- Coordinating with all sub-Consultants and specialist Consultant would be the prime responsibility of the Consultant. Any points of conflicts or disagreements in such coordination should be communicated to the VMC in writing to ensure an early resolution.
- Any other requirement beyond the current scope of work that may arise during this assignment needs to be communicated in writing to the VMC well in advance to preserve the agreed timelines of the project.
- Consultant is expected to maintain a timeline / schedule of the project deliverables pertaining to the current scope in any compatible scheduling / Project management software. Any ensuing delays / deviations in the agreed timelines would be brought to the notice of the VMC in writing.

4 Eligibility

Eligibility for Category – I (3 Crore and above)

- The applicant must be a reputed consulting firm with multiple specializations, experience and expertise in Landscape Consultancy Services for Municipalities, Five Star Hotels, Town ship & Big Corporate office projects in India or abroad for the period of minimum **7 years** ending **31.08.2019**.
- The applicant should have provided Landscape Consultancy Services for at least three projects each of **Rs. 1.2 Crores** or Two works each of **Rs. 1.5 Crores** or One work of **Rs. 2.4 Crores** in single contract of similar nature in last **7 years** ending **31.08.2019**.
- The consultant submitting experience certificate in JV should indicate amount of percentage of each firm supported with required documents and in case of experience certificate submitted for the work executed abroad, the value of work will be converted to Indian Currency and it should be duly self-certified. If the completion certificate is in other foreign language it should be translated in English and duly self-certified.
- No JV firm can participate for the empanelment.
- The applicant should be an individual consultant or have a registered firm or be from consulting firm registered in India and submit a valid proof for registration in council of Architects in India.
- The applicant should have valid PAN No. and Service Tax Registration No.
- The Consultant should have average annual turnover of at least **Rs. 50 Lakhs (Fifty Lakhs)** in the last three financial years ending **31st March 2019**.
- The eligible consultants shall be required to submit self-attested copies of the following along with the application:
 - Documents verifying the claim as per above including the appointment letter or work order or contract agreement or letter of successful completion from the client. Alternatively, an affidavit of genuineness of such certificates needs to be submitted by the firms.
- Copy of audited Balance Sheet along with Profit and loss Account statement of the firm for the last three financial years (Year 2016-17, Year 2017-18 & Year 2018-19)

Eligibility for Category – II (1 Crore to 3 Crore)

- The applicant must be a reputed consulting firm with multiple specializations, experience and expertise in Landscape Consultancy Services for Municipalities, Five Star Hotels, Township & Big Corporate office projects in India or abroad for the period of minimum **5 years** ending **31.08.2019**.
- The applicant should have provided Landscape Consultancy Services for at least three projects each of **Rs. 40 Lakhs** or Two works each of **Rs. 50 Lakhs** or One work of **Rs. 80 Lakhs** in single contract of similar nature in last **5 years** ending **31.08.2019**.

- The consultant submitting experience certificate in JV should indicate amount of percentage of each firm supported with required documents and in case of experience certificate submitted for the work executed abroad, the value of work will be converted to Indian Currency and it should be duly self-certified. If the completion certificate is in other foreign language it should be translated in English and duly self-certified.
- No JV firm can participate for the empanelment.
- The applicant should be an individual consultant or have a registered firm or be from consulting firm registered in India and submit a valid proof for registration in council of Architects in India.
- The applicant should have valid PAN No. and Service Tax Registration No.
- The Consultant should have average annual turnover of at least **Rs. 30 Lakhs (Thirty Lakhs)** in the last three financial years ending **31st March 2019**.
- The eligible consultants shall be required to submit self-attested copies of the following along with the application:
 - Documents verifying the claim as per above including the appointment letter or work order or contract agreement or letter of successful completion from the client. Alternatively, an affidavit of genuineness of such certificates needs to be submitted by the firms.
 - Copy of audited Balance Sheet along with Profit and loss Account statement of the firm for the last three financial years (Year 2016-17, Year 2017-18 & Year 2018-19).

Eligibility for Category – III (Less than 50 Lakhs)

- The applicant should be an individual consultant or have a registered firm or be from consulting firm registered in India and submit a valid proof for registration in council of Architects in India.
- The applicant must be a reputed consulting firm or individual consultant with multiple specializations, experience and expertise in Landscape Consultancy Services for Municipalities, Five Star Hotels, Town ship & Big Corporate office projects in India or abroad for the period of minimum **3 years** ending **31.08.2019**.
- The applicant should have provided Landscape Consultancy Services for at least three projects each of **Rs. 15 Lakhs** or Two works each of **Rs. 18 Lakhs** or One work of **Rs. 20 Lakhs** in single contract of similar nature in last **3 years** ending **31.08.2019**.
- The consultant submitting experience certificate in JV should indicate amount of percentage of each firm supported with required documents and in case of experience certificate submitted for the work executed abroad, the value of work will be converted to Indian Currency and it should be duly self-certified. If the completion certificate is in other foreign language it should be translated in English and duly self-certified.
- No JV firm can participate for the empanelment.
- The applicant should have valid PAN No. and Service Tax Registration No.
- The Consultant should have average annual turnover of at least **Rs. 20 Lakhs (Twenty Lakhs)** in the last three financial years ending **31st March 2019**.

- The eligible consultants shall be required to submit self-attested copies of the following along with the application:
- Documents verifying the claim as per above including the appointment letter or work order or contract agreement or letter of successful completion from the client. Alternatively, an affidavit of genuineness of such certificates needs to be submitted by the firms.
- Copy of audited Balance Sheet along with Profit and loss Account statement of the firm for the last three financial years (Year 2016-17, Year 2017-18 & Year 2018-19).

5 Preparation, Submission and Evaluation of Applicants

- a) The EOI application in prescribed form duly completed and signed along with other necessary documents should be submitted in a sealed cover duly highlighting as “EOI – for Empanelment of landscape architects’ firm with accomplished experience in landscape design for providing architectural service to various landscape projects in Vijayawada” along with the name of the Firm and its address.
- b) Incomplete application & unsigned application form/s or non-submission of the same will be summarily rejected. Applications submitted with any pre-condition or additional conditions other than the conditions prescribed and supplied by the VMC will also be summarily rejected.
- c) The applicants are required to submit the following documents towards meeting the eligibility conditions along with the application
 - a. Organizational details as per the format in Annexure – I
 - b. Covering Letter as per the format in Annexure - II
 - c. List of assignments completed in last 7/5/3years (Based on the eligibility criteria)ending 31-08-2019 as per the format in Annexure – III
 - d. List of assignments in progress as per the format in Annexure - IV
 - e. Financial Status as per the format in Annexure –V
- d) The Applicant shall furnish all the required information as per the format/s and duly signed on each page of the application.
- e) The applicant may furnish any additional information, which is deemed necessary to establish their capability to successfully rendering architectural consultancy services.Surplus information need not be furnished, and no information shall be entertained after submission of EOI document unless specifically called for.
- f) Any information furnished by the applicant found to be incorrect either immediately or later, would render the applicant liable to be debarred from taking up the consultancy services.
- g) No Applicant or its Associate shall submit more than one Application for the Consultancy.
- h) VMC reserves the right to seek further information / clarifications from any of the Applicant on the submitted documents and the same shall be sought through a written communication/ email.
- i) The applicant shall submit duly filled application with Annexures – I to V in the prescribed format and all other relevant documents (Hard Copy), latest by 3:00 PM on 14-09-2019 at the following

address:

The Commissioner

Vijayawada Municipal Corporation

Canal Road, Jawaharlal Nehru Buildings, Vijayawada,

Andhra Pradesh, 520001

Email: vmcadh@gmail.com, pmuvmc@gmail.com

Phone: 9866514154

- j) It may note that this is not a request for proposal / tender. After review and scrutiny of Expression of Interest, the suitable Architects will be empaneled for rendering architectural consultancy services indicated above (*Scope of Service*), as per due procedure.
- k) As and when the services of empaneled firms are required, VMC would request concept design/quotes from the firms (shortlisted based on their profile, experience or any other criteria). Based on the selection criteria, VMC would choose the firm.
- l) The landscape architects may be dispensed with at any time giving one month notice in the event of non-performance, under performance or any other reason which would be specified.
- m) The empanelment will be valid for 36 months.
- n) The team should be available for taking up of assignment work as and when required by VMC at a shortnotice.
- o) Any clarification the queries should be sent to VMC in the following format (Preferably in excel file) through email at vmcadh@gmail.com&pmuvmc@gmail.com with the subject mentioning the RFP reference and Agency/Company name.

Date of availability of EOI documents on VMC website	03-10-2019 at 3:00 PM
Last Date of submission of EOI	17-10-2019 at 3:00 PM
Submission of queries to VMC	10-10-2019 at 3:00 PM

6 Annexure

Annexure – I

Organizational Details

S. No.	Parameter	Details
1	Year of Establishment	
2	Status of Firm (Proprietorship / Partnership/ Any other)	
3	Details of Enlistment as Consultancy Firm	
4a	Name of Directors/ Partners/ Proprietors with Designations	
4b	Academic Qualifications of Directors/Partners/ Proprietors	
4c	Address and Phone Nos. of Directors/ Partners/Proprietors	

Place:

Signature of the applicant

Date:

Name & Designation

Annexure – II

Format of Covering letter (On the Applicant Letter Head)

To:
The Commissioner,
Vijayawada Municipal Corporation
Canal Road, Jawaharlal Nehru Buildings, Vijayawada
Andhra Pradesh, 520001

Dear Sir,

Sub: Expression of Interest for empanelment of landscape architects' firms with accomplished experience in landscape design for providing architectural service to various landscape projects in Vijayawada

-oOo-

In response to your Notice published in your web portal <https://www.ourvmc.org/engg/gentenders.asp>
I/We submit my/our application as follows:

We have examined the details given in this EOI notice, details & proforma for empanelment of Landscape Architect firms with accomplished experience in landscape design for providing the Architectural service for various projects; I / we hereby submit and acknowledge the following information.

1. Name of the applicant's : _____
2. Full address : _____
 - a. Telephone No: _____
 - b. Office/Mobile No : _____
 - c. Fax : _____
 - d. Email Id : _____
3. Whether Proprietary/ Partnership/ Registered firm / Public/ Private Ltd.: (Relevant certificates of registration / Partnership deed to be closed)
4. COA Registration No. and Date : _____
5. Income-Tax(PAN/TAN)No. : _____
6. Service Tax Registration No. : _____
7. Contact details of the Authorized contact person
 - a. Name/Designation : _____
 - b. Postal Address : _____

c. Tel. /Mobile No : _____
d. Email Id : _____

8. Category of the Principal Architect : **LANDSCAPE ARCHITECT FIRMS
WITH ACCOMPLISHED EXPERIENCE IN LANDSCAPE
DESIGN**

9. I / We hereby certify that all the statements made, and information furnished in the enclosures are true and correct.
10. I / We have furnished all information and details necessary for EOI and have no further pertinent information to supply.
11. I / We also agree that the authorized representatives can approach individuals, employers and firms to verify our competence and general reputation.
12. I / We submit certificates in support of our suitability, technical knowhow and capability for having successfully completed the projects, in prescribed format.
13. I/We agree that the discretion and decision of the VMC in respect of the empanelment of the Landscape Architect firms with accomplished experience in landscape design is final and binding.

Signature of Applicant

Name & Designation of Signatory Date:

Enclosures if any

- 1.
- 2.
3. Etc.

Annexure – III

List of assignments completed in last 7/5/3 years ending 31-08-2019

S. No.	Name of Work/ Project with address	Short description of Consultancy assignment	Name and address of Owner/Client	Cost of Work/ Project	Date of Start of Work/ Project	Date of Completion of Work/Project

NOTE:

Work / Project means Landscape Consultancy work. The list of works/ project mentioned should be substantiated with documentary evidence such as work orders or contract agreement or completion certificates from the owner/client. Alternatively, an affidavit of genuineness of such certificates needs to be submitted by the firms.

Place:

Signature of the applicant

Date:

Name & Designation

Annexure – IV

List of assignments in progress

S. No.	Name of Work/ Projectwith address	Short description of Consultancy assignment	Name and address of Owner/Client	Cost of Work/ Project	Date of Start of Work/ Project	Any other relevant Information

NOTE:

Work / Project means Landscape Consultancy work. The list of works/ project mentioned should be substantiated with documentary evidence such as work orders or contract agreement or completion certificates from the owner/client. Alternatively, an affidavit of genuineness of such certificates needs to be submitted by the firms.

Place:

Signature of the applicant

Date:

Name & Designation

Annexure –V

Financial Status

Shall indicate herein his annual turnover from similar work during preceding 3 years based on the audited balance sheet/profit and loss account statement.

S. No.	Financial year	Annual Turnover (Rs.)
1.	2016 -2017	
2.	2017 -2018	
3.	2018-2019	

Note: Certified copies of audited Balance Sheets/ Chartered Accountants' Certificates to be enclosed for each financial year

(Signature of Statutory Auditor)