

## **POLICY GUIDELINES ON ENGAGEMENT OF ARCHITECTS/CONSULTANTS FOR PROVIDING ARCHITECTURAL CONSULTANCY, 2012**

**Approved in the 116<sup>th</sup> meeting of the Board of Directors dated 7 Aug , 2012**

From 1980 till August 2009 the Corporation appointed architects on nomination basis. In September 2009 it was decided to empanel architects to improve the quality of architectural consultancy available to the Corporation considering the limitations imposed on architects by the Architect Conduct Regulations 1989 that inter alia prohibits architects from advertising their practice and from soliciting work. In pursuance to the decision of the Board of Directors, an empanelled list of architect has been prepared. But, any new architect can apply for enlistment and the empanelment is an open-ended process. The empanel list helps the management to notify projects for competition. But in actual implementation of the policy, the following difficulties have been encountered.

- i) Poor or no response from architects to invitation for submission of entries.
- ii) The user department wants plan and estimate to be submitted quickly and therefore there is no time to go through a competition process, which takes about two to three months to finalize.
- iii) The Corporation has no in-house architects. The competition guidelines of the Council of Architects require the presence of architects and difficulties have been experienced in getting the attendance of the Chief Architect, Orissa so that the assessment can fully comply the requirements of the Council of Architects.
- iv) The Corporation has not been able to announce cash awards as required under the Council of Architect guidelines.

### **1) IN-HOUSE ARCHITECT**

The Corporation will have an Architect Wing. The Home Department has already been requested to move Works Department to depute an Executive Architect to the Police Housing Corporation from the Office of the Chief Architect, Orissa on deputation basis as per Foreign Service terms to be decided by the Works Department. The Architect on deputation will be adjusted against the vacant post of Executive Engineer in the Corporation, which can be filled as such only through deputation. In the event that the Works Department is unable to depute an architect from the Office of the Chief Architect, the Corporation will appoint an architect on contractual basis. The eligibility conditions for appointment of the contractual architect will be decided in consultation with the Chief Architect. The architect will be paid a monthly consolidated remuneration of Rs. 30,000/-.

### **2) APPOINTMENT OF ARCHITECT / CONSULTANT THROUGH NOMINATION**

Keeping in view of the above it is decided that the Corporation may appoint architects/consultants through nomination basis in the following circumstances.

Where there is time constrains and at least 3 months time is not available for the whole process of an architectural competition.

-OR-

Where an eminent architect, who specializes in a particular kind of building design, is invited to provide architectural consultancy.

-OR-

Where there is no response to request for proposals from any of the enlisted architects.

-OR-

Where there is very poor response and the designs are not found to be satisfactory by the Committee of Assessors.

Any nomination for projects upto two crore can be approved by the Chief Engineer of the Corporation. The CMD can approve nomination of architects for projects upto five crore. In all cases of nominations of architects for projects above five crore, approval of the Board of Directors will be taken. The Chairman may approve the nominations of the architects in case a meeting of the Board of Directors is not scheduled in the next 15 days and thereafter obtain post-facto approval of the Board of Directors in order to avoid delay in project implementation.

In case of nominations of an architect the reasons for the nominations will be clearly spelled out in writing.

### 3) **APPOINTMENT OF ARCHITECT / CONSULTANT THROUGH COMPETITION**

**Open Competition:-** Competition in which all architects are invited to participate through an announcement by advertisements in news paper.

**Limited Competitions:-** Competition in which limited architects from the empanelled list will be invited to participate on the recommendation of Assessors Committee.

The competition document will be distributed among the competitors. The competition documents will include project brief, terms and condition, time table, registration fees, prize money, name of assessors, etc.

### 4) **COMMITTEE OF ASSESSORS**

The Assessment Committee for architectural competitions for all projects up to Rs. 5 crore will be headed by the Chief Engineer of the Corporation and will consist of the following.

- a. Nominee of the user department
- b. Joint Manager(D&D)
- c. Architect of the Corporation (Convenor)

The assessment Committee for projects beyond Rs. 5 crore will be headed by the CMD and will consist of the following.

- a. Chief Architect, Orissa or a Senior Architect to be nominated by the Chief Architect.
- b. Nominee of the user department.
- c. Chief Engineer of OSPH&WC
- d. Joint Manager (D&D)
- e. Architect of the Corporation (Convener).

Till appointment of a full time architect either on deputation or on contractual basis, the Joint Manager (D&D) will act as Convener of the assessing Committee.

For all integrated projects where cost is more than Rs. 10 crore, the **Open Competition** will be conducted.

#### **5) DECLARATION OF PRIZES**

For all projects where the cost is up to ten crore, the prize amounts will be as follows. If there are only four entries then prizes will be limited to two (first prize and second prize) and if there are less than four entries only the first prize will be awarded.

First Prize	Rs. 15,000/-
Second Prize	Rs. 10,000/-
Third Prize	Rs. 5,000/-

For projects above ten crore, the amounts will be as follows:-

First Prize	Rs. 25,000/-
Second Prize	Rs. 15,000/-
Third Prize	Rs. 10,000/-

The cost of the prizes will be charged to the project cost.

#### **6) RATES TO BE PAID TO ARCHITECTS**

The Corporation will follow the scale of charges prescribed by the Council of Architects. However where the scope of work is less than the scope of work under particular category in the scale of charges of the Council of Architects, the following rates will be paid.

1. Architectural design and estimates and without structural design:- up to 1.6% of the Estimated cost.
2. Architectural designs, structural designs and estimates:- up to 2.5% of the Estimated cost.
3. Interior designs with estimate:- up to 2% of the estimated cost.

7) **REVIEW OF PERFORMANCE OF ARCHITECTS**

Every year in the month of December a Committee headed by the CMD will review performance of the enlisted architects and for reasons to be recorded in writing can decide to remove any architect from the empanelled list which would mean that the architect will not be entrusted any work in the Corporation.

8) **EMPANLEMENT OF NEW ARCHITECTS**

Every year in the month of January an advertisement will be published in minimum three regional newspapers inviting new architects to apply for empanelment in the Corporation.

The above policy will come into force for all projects with the date of ratification by the Board of Director.

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