

**LIMITED ARCHITECTURAL DESIGN COMPETITION  
FOR  
DHAKA NORTH CIVIC CENTRE AT GULSHAN 02, DHAKA.  
EXPRESSION OF INTEREST**

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## PRESS NOTICE



### Dhaka North City Corporation,

Date: 18<sup>th</sup> July 2021



### Limited Architectural Design Competition for Dhaka North Civic Centre at Gulshan 02, Dhaka.

#### Notice for Pre-Qualification of Architectural Consultant /Architects.

Dhaka North City Corporation authority in association with Institute of Architects Bangladesh (IAB) intends to invite architectural Design Competition for the **Dhaka North Civic Centre** to be constructed at Gulshan model town, City Jorip Daag no-3434, DNCC Market, Gulshan 2, Thana – Gulshan, Dhaka 1212 on a chunk of 9290.30 Sq. M. or 2.295 Acre land. The proposed complex shall have Seminar-Hall, Auditorium, Museum, Shopping complex etc. facilities covering approximately 30,000 Sq. M. with 05 basements limited to 33 meter tall building.

Applications are hereby invited from the Bangladeshi **Architectural Consultant /Architects** for the Pre-Qualification for the above mention Project. Minimum Eligibility of the applicants those who intend to apply for the Pre-qualification must comply with the following prerequisites:

1. The eligibility of Team leader / owner will be according to the guidelines of Dhaka Imarat Nirman Bidhimala-2008.
2. Architectural Consultant / Architects having minimum 8 (Eight) years working experience, who have successfully completed at least one building with minimum 2 (two) level basement for car parking and with a minimum area of 700 [seven hundred] Sq. Meter per basement floor within last 8 years.
3. Architectural Consultant / Architects having 8 storied and above Building Projects having sanitary, plumbing and internal electrification, fire safety, security with IT Infrastructure, HVAC and Vertical circulation (Mechanical) facilities of value BD Tk. 100 million and above carried out within last 8 years.
4. Architectural Consultant / Architects having experience of Central Air Conditioning / VRF System with minimum at least 200 RT within last 8 years.
5. Architectural Consultant / Architects having experience of Seminar-Hall, Auditorium, Museum, Shopping complex etc.
6. Financial Solvency certificate of the Company
7. UP to date Income TIN Certificate, Trade License, VAT Registration Certificate, BIN certificates and Certificate of incorporation (if any) of the Company/Person
8. In case, if the Applicants submitting to pre-qualify as a joint venture, a joint venture Memorandum of Understanding (MoU) between the partner companies must be submitted and each of the partner companies must furnish the forms separately. In such cases the partner companies will be evaluated individually and shall be required to score minimum 40% of the qualifying marks specified for individual Applicants; for example, if firm 'A' and

firm 'B' apply as a joint venture, both of them must get minimum 40% of 50 marks which is 20 marks to qualify individually. The qualification of the joint venture shall be judged on the basis of cumulative scores of both the firms.

Interested **Architectural Consultant / Architects** are requested to collect the Pre- Qualification Documents after pursuing the interest through email to the **Competition Director, DNCC Civic Centre. (Email address: dncc.competition@iab.com.bd)**

Formal application requesting issuance of Pre-Qualification Documents in the Letterhead along with non-refundable cash payment of Tk. 2,000/- (Taka two thousand only) to be submitted through IAB BKash account (Bkash account no. 01747695001).

Last date of Submission of Expression of Interest (EOI) will be **25<sup>th</sup> August 2021 by 4:00PM BST** at the office of **Md. Forhad, Executive Engineer, Traffic Engineering Circle at Nagar Bahaban, Dhaka North City Corporation, Gulshan Center Point, Plot 23-26, Road 46, Gulshan 2, Dhaka 1212.**

"Architectural Consultant" means any firm, company or association duly constituted under the law of the country for providing architectural consulting services and whose ownership or at least 50% share is retained by the architects and the architectural designs and services of that firm, company or association are managed and regulated by the architects. However, construction firm, company or organization or any other firm, company or organization trading or selling construction materials or doing real estate or any other type of business shall not be treated as architectural consultant.

In case of a Joint Venture between two or more architects or architectural consultants, there shall be a duly signed agreement legally binding upon the parties to provide the range of services.

The management of DNCC and IAB reserve the right to accept or reject any or all the applications without assigning any reason whatsoever.



**Ar. Ashik Vaskor Mannan**  
Competition Director,  
Limited Architectural Design Competition for DNCC Civic Centre  
On behalf of  
**Dhaka North city corporation and Institute of Architects Bangladesh.**



## LOCATION MAP





## PROJECT BRIEF

Gulshan 2 [which was planned in 1961] is an upscale enclave comprising the affluent and the wealthiest neighborhood of Dhaka and an array of vibrant streets with modern office buildings, apartment buildings, brand shops, embassies, clubs, along with a high-end international dining scene focused on Gulshan Avenue. A well-to-do crowd congregates in stylish cafes and bakeries on the avenue and around Gulshan Circle 2, where stores selling traditional jewelry, fashion houses, daily utensils, and electronics are also clustered. On the other hand, shops for daily needs - from grocery to kacha bazar and shops for lower income people who serve the locality add to the rich diversity of the area. Consequently, the action of Gulshan 2 starts with the consolidation of wealthy neighborhood, corporate users and thousands of lower income groups of people who serve the whole organism.

A Civic Centre is the (often historical) area of a city where commerce, entertainment, shopping, and local governance are concentrated. The given site has great potential and perfect location to be the "Civic Centre" for the Northern part of the Dhaka through its inclusive design.

The project, covering approximately 30,000 Sq. M. with 05 basements, may start with a vision, not just fulfilling the task of designing a marketplace. The vision would be to transform an archetypal market place to a desirable "Civic Centre" where citizen will find their voices through "Place-making". Place-making is a multi-faceted approach to the planning, designing and management of public spaces. It is the process of planning quality public spaces that contribute to the well-being of the local community and also guide it to make economic progress. It capitalizes on local community's assets, inspiration and potential, with the intention of creating public spaces that promote people's health, happiness, and well-being.

We should design Human settlements and communities through recognizing the importance of sensory stimulation, beauty, sense of place and wellbeing. According to the UN Habitat Barcelona declaration 2016. Place making is one of the key aspects of design. The sense of place and the quality of life is the key components of a community life, which is based on its culture and heritage. Therefore, the process of design must recognize the collaborative process of considering physical, cultural and the social identities that define a place. Place making enable Community to claim ownership and enhance a sense of achievement and belonging.

Any public space needs to address sociability, uses & activities, comfort & images, access & linkages with the city to become a 'great' public space. Sociability includes welcoming, friendly, interactive spaces where the architectural functions may emphasize both the privileged and the underprivileged: the women, children and elderly citizens, ensure social networks and also the street life and evening life of the locality. Uses and activities of a place can make it more sustainable, celebratory, and active through its land use pattern and retail sales. Considerations for walk-able and green spaces, historical values, and environmental aspects can make a public space more comfortable and can create an "Image of a place" that describe how friendly a city is. Further considerations of traffic, transit usages, pedestrian activities and parking pattern & requirements for the site and-surroundings will help to understand the accessibility and linkages of a place. The whole site surrounded by roads in three sides and future high-rise building (northern part of the site) owned by DNCC, may create a unique atmosphere for the urban dwellers. All

these contemplations can guide an architect to design a successful Civic Center for the North Dhaka with its livable built environments.

This project, funded by the DNCC, is aiming to explore the development of innovative, creative, inclusive, cohesive and sustainable public spaces along with its high commercial demands. A well-thought balance of public and commercial spaces may uplift the project to a coveted center that involves people of all age groups. As architects, we have the responsibility to contribute to the built environment and make choices that may change the world for the better—through better buildings, settlements, thoughtful landscape and urban planning.

## **DNCC Civic Centre Closed Architectural Design Competition**

### **PRE-QUALIFICATION OF ARCHITECT(S)**

#### **Special Instruction to the Participants in the Pre-Qualification Process.**

The Applicants who are interested to participate in the pre-qualification process and desire to be selected as the eligible participant must read carefully the following instructions before submitting the Pre-Qualification Document and then fill in the form completely and furnish all necessary documents/papers as required by the Application Form:

1. Application without meeting the minimum eligibility as stated in the pre-qualification Press Notice shall be outright rejected.
2. Application shall be addressed to:

**Ar. Ashik Vaskor Mannan**  
**Competition Director**  
**DNCC Civic Centre Closed Architectural Design Competition,**  
**IAB Centre, Agargaon**  
**Dhaka**

The submission shall include Cover Letter as per “**Form-I: LETTER OF APPLICATION**”

1. Applications must be submitted in **sealed envelope**. The envelopes shall also be marked as “**Application for Pre-qualification of Architect(s) for Designing of Gulshan Civic Centre initiated by Dhaka North City Corporation**”. The name and mailing address of the applicants shall also be indicated on the envelope.
2. Team leader / owner should be an architect and hold at least 50% share of the company both for individual or joint venture participant.
3. The eligibility of Team leader / owner will be according to the guidelines of Dhaka Imarat Nirman Bidhimala-2008.
4. All information/data provided by the participant shall be supported by relevant documents as stipulated; failing which, the said information will not be considered for evaluation and grading. The Client may ask any Participant to show any document including the Employees’ payroll documents, VAT, IT related documents, work completion certificates etc.

5. All pages of the Pre-qualification Application and all supporting papers/documents must be sealed and signed by the Team Leader, Managing Director, Managing Partner, Chief Executive Officer, Proprietor of the Company or by the person duly authorized to sign on behalf of the applicant. Such authorization shall be indicated by a written power of attorney accompanying the application.
6. Pre-qualification document contains **08 FORMS** as mentioned in INDEX (on page 2 of 23). Answers must be given to all questions. The intended Applicants must complete all the attached forms in ENGLISH, and exactly in the format prescribed. Incomplete application shall be considered as non-responsive application. If necessary, additional sheets may be added to the forms in A4 size.
7. DNCC, being the client or its authorized representative if so, desired shall have the right to call for the original documents of the enclosures furnished by the Applicants.
8. It shall be clearly understood by the applicants that the eligibility as stated in the Pre-Qualification Notice is only the primary qualifications to submit Design Proposal and not the criterion for being Pre-qualified.
9. In case, if the Applicants submitting to pre-qualify as a joint venture, a joint venture Memorandum of Understanding (MoU) between the partner companies must be submitted and each of the partner companies must furnish the forms separately. In such cases the partner companies will be evaluated individually and shall be required to score minimum 40% of the qualifying marks specified for individual Applicants; for example, if firm 'A' and firm 'B' apply as a joint venture, both of them must get minimum 40% of 50 marks which is 20 marks to qualify individually. The qualification of the joint venture shall be judged on the basis of cumulative scores of both the firms.  
  
("Architectural Consultant" means any firm, company or association duly constituted under the law of the country for providing architectural consulting services and whose ownership or at least 50% share is retained by the architects and the architectural designs and services of that firm, company or association are managed and regulated by the architects. However, construction firm, company or organization or any other firm, company or organization trading or selling construction materials or doing real estate or any other type of business shall not be treated as architectural consultant.  
  
In case of a Joint Venture between two or more architects or architectural consultants, there shall be a duly signed agreement legally binding upon the parties to provide the range of services.)
10. **In the unlikely event, if any information furnished by the participant is found to be false and / or miss-represented or any information is intentionally suppressed, the application for the pre-qualification of the participant will be outright rejected without showing any reason thereof.** Declaration shall have to be given as per Form VII.
11. **Any information furnished by the participant in his submitted forms if found false even after pre-qualification round is over and during bid evaluation, the bid of that participant will also be rejected without showing any reason thereof.**
12. Dhaka North City Corporation authority and Institute of Architects Bangladesh (IAB) reserve the right to accept or reject any or all the applications without assigning any reason whatsoever.



13. For any clarification/information regarding the Pre-qualification Form, the applicants may contact the office of the Competition Director during office hours.
14. Any cost or expenditure incurred by the participant company while preparing and submitting the Pre-Qualification Document will not be reimbursed by the Dhaka North City Corporation.

## EVALUATION GRADE POINT SHEET

- Qualifying marks shall be 50 out of 100.
- Request For Proposal (RFP) of the project will be issued by Institute of Architects Bangladesh (IAB) to all competitors who will be scoring 50 out of 100.
- All qualified participants will receive compensation money.

GRADE POINTS ON CRITERIA FOR THE DHAKA NORTH CITY CIVIC CENTER, GULSHAN				
TYPE	FORM DETAILS	MARKS	TOTAL MARKS	REMARKS
GENERAL INFORMATION	<b>FORM I</b>	0	Mandatory	
	LETTER OF APPLICATION			
	<b>FORM II</b>	0		
FINANCIAL DATA	<b>FORM III</b>		Mandatory	
	A Financial Solvency of the Company	0		
	B UP to date Income Tax Clearance Certificate of the Company	0		
	C VAT Registration Certificate	0		
	D Summary of Assets and Liabilities on the basis of the Audited Financial Statement of the last 3 (three) Financial Years	0		
TECHNICAL DATA	<b>FORM IV</b>		96	Maximum 5 projects
	Experience of the Applicant			
	A List of 8 storied and above Building Project works including sanitary, plumbing and internal electrification Fire safety, security IT Infrastructure, HVAC and Vertical circulation (Mechanical) of value Tk. 100 million and above carried out within last 08 years.	25		
<b>GRADE POINTS ON CRITERIA FOR THE DHAKA NORTH CITY CIVIC CENTER, GULSHAN</b>				

TYPE	FORM DETAILS	MARKS	TOTAL MARKS	REMARKS
TECHNICAL DATA	B List of any Building Projects with at least 02 nos. level basement for car parking and with a minimum area of 700 Sq. Meter or above per basement floor within last 8 years.	25		Maximum 5 projects
	C List of any other Building Project of at least above 08 storied carried out within last 08 years.	25		Maximum 5 projects
	D List of completed projects with Central Air Conditioning / VRF System (200 RT and above) within last 08 years.	10		Maximum 2 projects
	<b>FORM V.</b>			
	E List of Ongoing / Completed Projects of the Applicant [Similar -Hall, Museum, Shopping mall, etc. works undertaken by the company]	5		1 project
	<b>FORM VI</b>			
	List of Skilled/ Key Personnel (Technical persons) Present in the Payroll of the Company (10+, 15+, 20+ persons in office)	6		For 10+ project = 2 marks, For 15+ project = 4 marks, For 20+ project = 6 marks
GENERAL INFORMATION	<b>FORM VII</b>		4	
	Curriculum Vitae (CV): 04 Key architects (08 years and above)	4		
	<b>FORM VIII.</b>	0		
	Declaration of the Applicant Firm			
<b>TOTAL MARKS</b>		<b>100</b>	<b>100</b>	Qualifying marks shall be 50 out of 100

### KEY DATES

- Phase-01: Competition Launching & Advertisement on Newspaper 18.07.21 Sunday
- Phase-02: EOI Submission 25.08.21 Tuesday
- Phase-03: Evaluation, Declaration & Invitation to the participants 09.09.21 Thursday
- Phase -04: Issuing letter to the Qualified Applicants 12.09.21 Sunday

**FORM I**

**LETTER OF APPLICATION**

<b>Name of the Architect(s)/Company</b> :	_____
<b>Registered Address</b> :	_____
<b>Present Address</b> :	_____
<b>Telephone</b> :	_____
<b>Fax</b> :	_____
<b>E-mail</b> :	_____

To: **Ar. Ashik Vaskor Mannan**  
**Competition Director**  
**DNCC Civic Centre Architectural Design Competition,**  
**IAB Centre, Agargaon, Dhaka**

Dear Sir,

1. I/We hereby apply for the Pre-qualification for the eligibility of our company/me to participate in the Closed Design Competition of "**DNCC Civic Centre Architectural Design Competition**". To be jointly organized by Dhaka North City Corporation and Institute of Architects Bangladesh
2. We authorize **Dhaka North City Corporation** or its authorized representatives to conduct any investigations to verify the statements, documents and information submitted and to clarify the financial and technical aspects of our application. For this purpose, we hereby authorize any public official, engineer, bank, depository, manufacturer, distributor or any other person or firm to furnish pertinent information deemed necessary and requested by **Dhaka North City Corporation** to verify statements and information provided in this application and regarding our competence and standing.
3. 2 Key person's names and positions of persons who may be contacted for further information, if required, are as follows:

Field	Name of the Person	Position	Phone No.
1			

<b>2</b>			
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4. I/We do hereby declare that the statements made and the information provided in the duly completed application are complete, true and correct in every detail.

Thank you.

Respectfully,

<b>Signature</b>	_____
<b>Name</b>	_____
<b>Designation</b>	_____
<b>Company Seal</b>	_____
<b>Date</b>	_____

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**FORM II**

**GENERAL INFORMATION**

<b>1.</b>	<b>Name of the Architect/Company:</b>	
<b>2.</b>	<b>Communication:</b>	
	<b>Mailing Address:</b>	
	<b>Telephone No.:</b>	
	<b>Fax No.:</b>	
	<b>E-Mail ID:</b>	
<b>3.</b>	<b>Year of Establishment/ passing :</b>	
<b>4.</b>	<b>Status of the Company</b> (Private Limited Partnership/ Proprietorship in applicable cases)	
	<b>Date of Incorporation</b> (If applicable)	
	<b>Year of inception</b> in business related to Construction Industry	
<i>(Enclose copy of Registration Certificate, Memorandum and Articles of Association, Partnership Deed, Trade License etc.)</i>		

**FORM II**

**GENERAL INFORMATION**

**5. Particulars of the Key persons of the Company:**

Sl. No	Name	Academic Qualification	Designation (Proprietor /Partner /Director)	Professional Experience (in years)

**FORM III**

**FINANCIAL DATA**

**A. Financial Solvency certificate of the Company**

*(Bank Certificate in original should be submitted supporting the statement made against FORM-III A)*

**B. UP to date Income Tax Clearance Certificate of the Company**

TIN NO.	Date and year of Income Tax Clearance

*(Attested photocopies of Income Tax clearance certificate to be enclosed in support of statement made against FORM-III B)*

**C. VAT Registration Certificate**

Registration No.

*(Attested photocopies of VAT Registration Certificate to be enclosed supporting the statement made against FORM-III C)*

**FORM IV**  
**TECHNICAL DATA**

**Experience of the Applicant** [Similar works completed by the company]

**A. List of 8 storied and above Building Project works including sanitary, plumbing and internal electrification Fire safety, security IT Infrastructure, HVAC and Vertical circulation (Mechanical) of value Tk. 200 Million and above carried out within last 08 years.**

Sl. No.	Project Detail	Name of the Owner	Name of the CEO/ Key responsible for the project	Actual Completion time/ Duration in months	Cost of the project after completion in Million Taka
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					



**FORM IV**  
**TECHNICAL DATA**

**Experience of the Applicant** [Similar works completed by the company]

**B. List of any Building Projects successfully completed at least one building with minimum 02 (two) level basement for car parking and with a minimum area of 700 [seven thousand] Sq. Meter per floor within last 08 years.**

Sl. No.	Project Detail	Name the Owner	Name of the CEO/ Key responsible for the project	Actual Completion time/ Duration in months	Cost of the project after completion in Million Taka
1					
2					
3					
4					
5					

**FORM IV**  
**TECHNICAL DATA**

**Experience of the Applicant** [Similar works completed by the company]

**C. List of any other Building Project of at least above 08 storied carried out within last 08 years.**

Sl. No.	Project Detail	Name the Owner	Name of the CEO / Principal Architect responsible for the project	Actual Completion time/ Duration in months	Cost of the project after completion in Million Taka
1					
2					
3					
4					
5					

**FORM IV**  
**TECHNICAL DATA**

**Experience of the Applicant** [Similar works completed by the company]

**D. List of projects with having experience of Central Air Conditioning / VRF System with minimum 200 RT within last 08 years.**

Sl. No.	Project Detail	Name the Owner	Name of the HVAC Specialist responsible for the project	Actual Completion time/ Duration in months	Capacity of central AC in Tonnage (TR)
1					
2					
3					

**FORM V**  
**TECHNICAL DATA**

**E. List of Ongoing Projects of the Applicant** [Similar -Hall, Museum, Auditorium, Shopping complex, etc. works completed by the company]

Sl. No.	Project Details	Name of the Client	Name of the Architect / Project Management Consultant	Scheduled date of completion	Actual Cost of the project Million Taka	Percentage completed
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						

1. Name of the Projects to be given in the chronological order
2. Copy of Work Order or Agreement to be enclosed.



**FORM VI**  
**TECHNICAL DATA**

**List of Skilled/ Key Personnel Present in the Payroll of the Company**

Sl. No.		Particulars	Name	Expertise in	Years of Experience	Since when working with the company
1.	<b>Architects (Graduate and Post Graduate)</b>					
	a					
	b					
	c					
	d					
2.	<b>Others Key Personnel</b>					
	a					
	b					
	c					
	d					

CV OF THE KEY PERSON'S

**FORM VII**

**TECHNICAL DATA**

**C. Sample of Curriculum Vitae (CV)**

<b>1</b>	<b>Proposed Position</b>	:	<i>Photograph</i>
<b>2</b>	<b>Name</b>	:	
<b>3</b>	<b>Date of Birth</b>	:	
<b>4</b>	<b>Nationality</b>	:	
<b>5</b>	<b>Education</b>	:	
<b>6</b>	<b>Other Training</b>	:	
<b>7</b>	<b>Language Proficiency</b>	:	
<b>8</b>	<b>Membership Details</b> <i>of Professional Institutes/Societies</i>	:	
<b>9</b>	<b>Employment Record</b>	:	
	<i>From</i>	:	
	<i>To</i>	:	
	<i>Client</i>	:	
	<i>Position Held</i>	:	
	<b>Description of Duties</b>	:	
<b>10</b>	<b>Relevant Work Experience</b> <i>List Multi-storied Office / Commercial Building works for which services rendered Mention position, exact duration of services detail task performed</i>	:	

**[Company's Letter Head Pad]**

**Declaration of the Applicant Firm:**

I/We .....

S/O .....

Proprietor/Director/Managing Director/Managing Partner/Partner of .....

do hereby declare that the statements and documents furnished with the Application for Pre-qualification as a Participant for the design competition of **Civic Centre at Gulshan 2, Dhaka for DNCC [Dhaka North City Corporation]** is true and correct. I do understand that, if any statement made and document submitted along with our pre-qualification application are found /detected as false& fraud by the DNCC management or by their representative, our pre-qualification application will be out right rejected by the Dhaka North City Corporation without assigning any reason thereof.

Also, I/We understand if I/We have suppressed any information in the attached Forms of the Pre-qualification data and if afterward the information has been detected by the management of DNCC and / or by Institute of Architects Bangladesh (IAB), The Authority have the right to reject my application for the pre-qualification without assigning any reason thereof.

I/We understand that you reserve the right to reject all the Pre-qualification Applications without incurring any liability to Contestant

**Signature with Date**

Name: \_\_\_\_\_

Designation \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Seal of the Applicant

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