

I. SCOPE OF WORK AND SERVICES:

All drawings received from Airport will be in BIM / REVIT Integration software. All submissions to the airport are expected to be in the same format but all the construction drawings should be in AutoCAD

PHASE 1:

CONCEPT & SCHEMATIC DESIGN:

The essence of all work in this phase is to develop a conceptual premise for the Architectural, interior & equipment planning such that it augments the architectural and functional requirements of the brand format.

- Architectural layout with options. (Structural Clearances to be given by the structural consultant appointed by Designer).
- Concept Plans, Visual Designs & material & Finishes Presentation.
- Development of Floor plan, Elevation & sections to explain the concept.
- Renders to show the design intent.
- DESIGNER shall develop conceptual interior design solutions for all areas listed based on the standard brand prototype.
- DESIGNER will get the approvals on the zone plans. DESIGNER shall outline all specifications of materials.
- DESIGNER will provide detailed Architectural, Interior design Priced BOQ.
- To suggest material, design alternatives to Client in order to complete the project in budget, time and Operational requirements.
- To do Design coordination with Contractor (s) as when required by Client during the execution.
- To coordinate with authority for all design requirements.
- To solve design issues/queries within time lines during the execution.
- To prepare & submit Electrical & Heat Load requirement to client / authorities.
- To coordinate with client for Interior design requirements & their Approvals.
- To solve design issues/queries within time lines during the execution.
- Detailed designing and construction documents along with BOQ and specification for all services, including interior designing, mep designing and preparation of schedule of finishes.

PHASE 2:

DESIGN AND DEVELOPMENT:

- a) The schematic Design shall be refined during Design Development to establish more detailed plans. Design Development will take the form of fully coordinated design of all components of the Project and reasonable cost checking of the designs for compliance with the approved Project Budget
- b) DESIGNER shall also:
 - (1) Incorporate comments and any requirements raised by the client (CLIENT) and the design team and further refine the approved schematic design.
 - (2) Coordinate structural, mechanical, and plumbing issues with AA and MEP Consultant.
 - (3) Provide design detail information for each design element.

- (4) Sample Board of the material to be used.
- (5) Good quality 3D rendered views – Inside, Side & Front. (As discussed during the commercial closure)
- (6) Provide information required to illustrate the design, intent of the design elements, information to be suitable for coordination with other consultants
- (7) Provide detailed design drawings, including plan layout, level plans, sections and sketches of key areas, FF&E's (only for special products), special feature plan (if any, shall be provided by the vendor in conjunction with DESIGNER), lighting plan, proposed materials.
- (8) Prepare and submit estimated construction costs.
- (9) Ensure that all designs are fully coordinated with the architectural, MEP, services, Kitchen Design and structural plans, provided by the design consultants.
- (10) Carry out Value Engineering exercises comprising the investigation of alternative materials and design solution, to achieve cost effective aesthetic solutions.
- (11) Release drawings and specifications in stages to the client (CLIENT) in order to review the documents and to facilitate the design consultant's integration of the same into the main work package. The frequency of the deliverables shall be agreed upon by the Project Manager and Design Consultants with the client (CLIENT).
- (12) Be present in a preliminary design development presentation to the client (CLIENT) and design team.
- (13) Be present in a final design development presentation to the client (CLIENT) and the design team.
- (14) The deliverables by the interior designer/ firm shall include design information not limited to the following:
 - Plans: reference plan, setting out plan, Reflected Ceiling Plan (RCP), furniture layout plan, electrical layout, etc.
 - Sections
 - Enlarged plans for all minor and major elements and details
 - Material sample images and specifications: Stone, wall covering, paint scheme, accessories, fixtures and fittings, hardware (brand specifications) etc.
 - Lighting and special features (if any) specifications and images sufficient for coordination with the design team. Technical specifications detailing and information pertaining to lighting and special features (if any) shall be provided by lighting and water feature specialists respectively.
 - Estimated construction cost report prior to project execution.
 - Carry out Value Engineering exercise comprising the investigation of alternative materials and design solutions, to achieve cost effective and aesthetic solutions & Reengineering to control cost to work within the approved budget for project.
- (15) DESIGNER must take approval from Authorized Representative of CLIENT for any design changes, changes in schematic drawings, services, or any item that may have an impact on the budget.

PHASE 3:

DETAILED DESIGN DEVELOPMENT STAGE & DOCUMENTATION:

The objective of all work in this phase is to fine-tune the concepts and schematics developed in Phase 1, such that all concept details and conditions can be coordinated and develop a cohesive package of designing information that can then be used by the Execution Team / CLIENT team to develop and coordinate the project.

- a) DESIGNER shall attend meetings / workshops with owner and respective team at designated place for interior design issues.
- b) DESIGNER shall further develop interior designing solutions and incorporate any changes requested by the CLIENT brand owner team to accommodate design and architectural modifications and budget requirements.
- c) DESIGNER shall provide updated interior drawings (in the form of plans, elevations, sections, site plans and details as per requirement) on background drawings furnished by design team at the current phase.
- d) DESIGNER shall provide updated materials specifications, schedules and cut sheets, cost estimate of all materials to meet the concept /brand format requirement.
- e) DESIGNER shall provide final design drawings set along with respective BOQs.
- f) DESIGNER shall communicate, coordinate, and furnish appropriate documentation to the appointed agency / contractor.
- g) DESIGNER shall participate in value Interiors designing related exercises and revisions after the completion of the Design Development Phase.
- h) DESIGNER shall share the final filled BOQ from approved respective contracting team to CLIENT to precede the Work Orders.
- i) Design Package based on Approved Concept shall include:
 - Architectural & Interior Detailed plans, elevations, sections, working details
 - Façade details (Structural clearances to be given by the AA / company appointed structural consultant)
 - FOH & BOH layout
 - Seating layout
 - Flooring layout
 - False ceiling plan (RCP)
 - Lighting design & identification of fixtures
 - AV design (co-ordination with the agency).
 - Fixed & Loose Furniture design & details
 - Art, Décor,
 - Signage package (co-ordination with the agency).
 - Air Conditioning and Ventilation Design
 - Electrical design & Engineering
 - Low Voltage design & Engineering
 - Detailed internal elevations and sections
 - Detailed External elevation and sections
 - Public Addressing Designs
 - Music System Design
 - LED TV location detail
 - FIDS location detail

- Sprinkler Design
- CCTV Installation Design
- Staff room and lockers design & layout
- Estimated construction cost report prior to project execution
- Hiring respective contractor/s. CLIENT project team shall be a part of selection process, and any hiring shall be with the written approval of CLIENT. Submission of sample of all material used with proper details of product and supplies details. Selection of all material with approval from CLIENT.
- BOQ & Material Specifications
- Physical Material board to be submitted to Airport Authorities

PHASE 4:

CONSTRUCTION DOCUMENTATION:

Below the objective of all documentation produced at this stage is such that the project could be executed, and the appointed agency / contractor are able to accurately execute the project.

1. DESIGNER shall provide clarification of design intent of the project documentation as required by contracting execution team.
2. DESIGNER shall provide complete set of Interior Layouts with Legends, Notes and related information.
3. DESIGNER shall provide fully dimensioned interior on background drawings furnished by design team at the current phase.
4. All materials specifications, schedules, and fixture cut sheets.
5. DESIGNER shall assist in the financial project closer with vendor's payment in-coordination with CLIENT Team.
6. DESIGNER shall assist in obtaining NOC from CLIENT operational team regarding quality of work and viability of Lounge for any payments to vendor.
7. GFC (Good for Construction Drawings) – 7 nos Hardcopies (A0 / A1) and Softcopy (Auto-CAD & PDF version)
 - Prepare Issue and Maintain GFC design drawing and Schematic design drawing.
 - Equipment Layout of various designs.
 - Fixture and Aisle layout (FOH & BOH Layout)
 - Flooring Layout
 - All Elevations & Sections
 - Design of Customer touch points
 - False ceiling Details and sections
 - Façade details
 - Details of fixed and Movable Furniture.
 - Design of wash rooms
 - Design of Staff areas and other Backend facilities
 - Internal Graphics placement
 - Internal & External Signage Location
 - Door schedule

- Hardware details
- Designs of Lighting systems
- Light/ Power socket looping layout
- Power plan – SLD, Electrical Panels
- Cable Schedule - Power Other Services
- BOQ & Material Specification
- Physical Material Board (Non-Returnable)

PHASE 5:

CONSTRUCTION ADMINISTRATION:

This phase shall involve coordination and field work during accurate execution of design intent, and will include fine-tuning, focusing on brand standards.

1. DESIGNER shall assist with coordination and responses as required, with design related issues.
2. DESIGNER shall review all materials being used for conformance to the intent of DESIGNER's designs and specifications.
3. DESIGNER shall review and evaluate proposed substitutions.
4. DESIGNER shall perform minor and reasonable changes or modifications to the original design to conform to regulatory code, safety regulations or site conditions.
5. DESIGNER shall review the back of the house with the brand production team.
6. DESIGNER shall issue punch list on finishing, materials, execution specified by DESIGNER.
7. DESIGNER shall not provide any structural consultancy but will help coordinate with technical agencies for any site related work under DESIGNER's scope.
8. DESIGNER will not communicate with Airport Authorities for any kind of approval, permissions or any kind of administrative work, CLIENT team will deal directly for any clarifications required.
9. DESIGNER shall be available by phone and internet to assure continued communication and collaboration.
10. Prepare Snag list.
11. Provide and assist in selection, identification, negotiation of supplier and equipment's.
12. DESIGNER shall assist to get approval of documents file with each & every details of built drawing with all guarantee/warranty certificates, manuals, do's and don'ts document with AutoCAD drawings.
13. As built drawing submitted by the contractor is to be validated by the DESIGNER in AutoCAD format, and has to be converted into BIM by the DESIGNER and submitted to the Airport.

WORK SCHEDULE:

- DESIGNER shall ensure all the works are completed and handed over to the satisfaction of CLIENT within timelines as agreed in this work order. (This completion period includes all holidays including weekly holidays, local and public holidays and other non-working days (caused by inclement weather, rains, others) and also includes time required for getting passes and other pre-preparatory works required for commencing the Project.)
- This completion period does not include loss of days caused due to delays in approvals from airport authority which is beyond the control of DESIGNER and CLIENT.

- Undertake preparatory activities at site such as co-ordination with other architect, vendors, fabricators, contractors, necessary inspection and site visits; share/discuss drawings and layouts etc., amongst others, as required for commencement of Works.
- Ensure materials used are identical in terms of quantity and quality as mentioned in the Bill of Quantity or Approved by CLIENT.
- Escalate issues / bottlenecks and concerns to **Authorized Representative / PMC** on the same day and provide support in expediting the same. Any delay in raising issues / bottlenecks and concerns on part of the CONSULTANT shall not be considered as part of agreed time schedule.

The CONSULTANT shall support the COMPANY till the completion of project and Contactor's defect liability period.

Defects Liability Period – 6 (Six) months from the date of Virtual Completion or such extended period beyond the said Six months as may arise from start date of rectification of defective Works as stated in the Definition of the term 'Defects Liability Period