



National Council of Science Museums
33, Block-GN, Sector-V, Salt Lake
Bidhan Nagar
Kolkata- 700091



**Registration form for empanelment of Architect for Science
City/Regional Science Centre /Sub-Regional Science Centre etc.**

01	Name of the Firm	
02	Full Postal Address	
03	GST registration number & PAN Number :	
04	Telephone Nos.	
05	E-mail, if any	
06	Whether Proprietorship or Partnership business or Ltd. Co.	
07	Names & Professional Qualification of the Proprietor or of Partners along with their registration number with Council of Architect.	
08	Number of professionally qualified architects & engineers employed in the firm	
09	No. of subordinate staff employed in the firm	
10	Whether the firm has its own structural design unit? If yes, the No. of professionally qualified engineers in the unit.	
11	If there is no structural unit in the firm the name & full address of its structural consultant and the No. of professionally qualified engineers with the consultant. Specific letter of consent from associate structural consultant for working with the architect may be enclosed.	

12	Whether the firm has its own sanitary & plumbing designing unit. If yes, the No. of professionally qualified persons in that firm.	
13	If there is no plumbing & sanitary design unit in the firm, name and full address of its plumbing and sanitary consultant & No. of professionally qualified persons with the consultant. Specific letter of consent from associate firm for working with the architect may be enclosed.	
14	Whether the firm has its own electrical design unit? If yes, No. of professionally qualified persons in that unit	
15	If there is no electrical design unit in the firm, name and full address of its electrical consultant and no. of professionally qualified persons with the Consultant. Specific letter of consent from associate electrical consultant for working with the architect may be enclosed.	
16	Whether the firm has its own HVAC design unit? If yes, no. of professionally qualified persons in that unit.	
17	If there is no HVAC design unit in the firm, name and full address of its air-conditioning consultant and no. of professionally qualified persons with the consultant. Specific letter of consent from associate HVAC consultant for working with the architect may be enclosed.	
18	Whether the firm has its own design unit for Fire detection, PA & firefighting system? If yes, no. of professionally qualified persons in that unit.	
19	If there is no design unit for fire detection & protection system in the firm, name and full address of its fire consultant and no. of professionally qualified persons with the consultant. Specific letter of consent from associate fire consultant for working with the architect may be enclosed.	

20	Whether the firm has its own landscape design unit? If yes, name of the associates of the firm and experience in landscape work.	
21	Whether the firm has its own interior design unit, if yes, name of the associates of the firm and experience in interior work. Specific letter of consent from associate consultant for working with the architect may be enclosed.	
22	Number of certified Green Building projects handled by the Architect in the last five years. Provide details of such projects with certification rating.	
23	Details of similar work exceeding Rs.8.00 Crores and upto 50.00 Crore done by the architect during last 05 years giving the names of employer, nature of work, estimated cost of work and the present position relating to the work with photographs.	
24	Details of similar work exceeding Rs.50.00 Crore done by the architect during last 05 years giving the names of employer, nature of work, estimated cost of work and the present position relating to the work with photographs.	

Certified that the information furnished above are true to the best of my/our knowledge. I/We hereby declare that I/We shall abide by the decision of National Council of Science Museums for registration and shortlisting of agencies.

Signature and Seal of the architect

Date:

Note:

1. Enclosures may be used where space provided is inadequate.
2. The last date for submission of hard copy of duly filled up registration form along with necessary supporting documents /enclosures has been extended and the same **must be submitted physically or by post addressed to “The Executive Engineer, National Council of Science Museums, 33, Block-GN, Sector –V, Bidhan Nagar, Kolkata-700091” latest by 3:00 pm on 06.08.2020.**