

Terms of Reference (ToR) for of Architecture Consultant

Project: Consultancy for Planning & Designing Agri-Innovation and Incubation Hub Udupi,

1. Background

Bharatiya Vikas Trust (BVT), established in 1978, focuses on rural development, women empowerment, sustainable energy, financial inclusion, agriculture, and good governance. BVT envisions a Centre of Excellence for Agriculture & Rural Development integrating traditional knowledge with modern climate-smart technologies. The project aims to develop a 2-acre Agricultural Experience Place serving as a living lab, demonstration farm, and innovation hub for farmers, students, entrepreneurs, and community stakeholders to foster holistic rural development. _ **Welcome to BHARATHIYA VIKAS TRUST**

This place will:

- Serve as a central repository for agricultural knowledge and digital archives including farms, training spaces, micro-museums, and incubation spaces.
- Incubate students and young farmers as climate-smart farmpreneurs.
- Build partnerships with Farmer Producer Organizations (FPOs), schools, and institutions to drive agri-innovation.
- Operating field schools showcasing regenerative farming, allied enterprises, and renewable energy integration.
- Serve both urban and rural target audiences.

Location of BVT:- <https://maps.app.goo.gl/MurESXNPX9Y9cPit9>



2. Objectives of the Assignment

The architect/consultant will support BVT in:

- Designing and executing a holistic master plan for the 2-acre site.
- Translating thematic requirements into functional, inclusive, and sustainable designs and documentation needed for implementation.
- Supervising implementation to ensure quality and sustainability.
- Creating a replicable model for climate-resilient agricultural centers.

3. Scope of Work

3.1 Site Assessment & Planning

- Conduct detailed site surveys including soil, water, and vegetation assessments.
- Identify ecological and topographical features for integration into design.

3.2 Conceptual & Master Planning

- Develop a conceptual master plan integrating thematic areas such as:
 - a. Demonstration plots (e.g., paddy: SRI/SRT, permaculture).
 - b. Plantation areas: coconut, areca nut, jackfruit, bamboo, border crops.
 - c. Water management: drip irrigation, mulching, rainwater harvesting, solar lift irrigation.
 - d. Tech hub & training center showcasing modern agricultural technologies.
 - e. Handloom/natural dyeing space as a weavers' experience center.

- f. Allied enterprises: dairy, poultry, fishery.
 - g. Composting and bio-resource systems.
 - h. Poly nursery, honey boxes, weather station.
 - i. Agro Eco Tourism includes recreational activities.
- Design visitor circulation, accessibility, and landscaping with native species.

3.3 Design Development

- Prepare architectural drawings, zoning layouts, and 3D visualizations.
- Design low-cost structures including polyhouses, kiosks, dairy, poultry facilities, storage, micro-museums cum experience centers, sanitation facilities, resting areas, kitchen, and restaurant.
- Integrate renewable energy solutions such as solar dryers, sprayers, IoT-based irrigation sensors.
- Provide spaces for exhibitions, workshops, and community events like weekly fairs.
- Develop branding elements.

3.4 Detailed Design & Documentation

- Prepare architectural, structural, MEP (Mechanical, Electrical, Plumbing), and landscaping drawings.
- Provide costing, material specifications, and phase-wise implementation plan.
- Ensure sustainable and inclusive design compliance.
- Deliver branding collateral such as signage, labels, and display boards.

3.5 Execution & Supervision

- Oversee tendering and contractor selection if required.
- Provide site supervision during construction/implementation phases.
- Coordinate with project anchors, vendors, artisans, local partners, farmers, and other stakeholders.
- Ensure adherence to timelines, quality, and sustainability standards.

3.6 Handover & Training

- Support BVT in documenting as-built plans.
- Conduct orientation and training for staff and community on usage and maintenance of the site.

4. Deliverables and Timeline

No.	Deliverable	Timeline (from contract signing)
1	Inception Report with stakeholder consultations & site study	2 weeks
2	Conceptual Master Plan with 3D visualizations	6 weeks
	Discussions with stakeholders and incorporation of feedback	8 weeks
3	Detailed Design Package with drawings and BOQs (Bill of Quantities)	12 weeks
	Implementation Plan with phase-wise construction schedule	
4	Monthly Progress Reports during execution	
5	Training manuals and branding collaterals	
6	Final Completion Report with documentation of as-built space	

5. Duration of Assignment

The assignment, including design and execution support, is expected to be completed within 6 months with clear monthly milestones across design, procurement, and implementation phases.

6. Eligibility Criteria

- Bachelor's or master's degree in architecture (specialization in landscape architecture, ecology, or master planning preferred).
- Individual or agency with overall 5-7 years of experience in design and implementation of landscape or master planning projects.
- Prior experience in agriculture-based centers, demonstration farms, public learning spaces, or eco-design projects is an advantage.

7. Selection Criteria

The proposal will be evaluated on:

- Relevant prior work experience and portfolio matching the requirements.
- Qualifications and experience of the team members, CVs to be submitted.

- Preference given to agencies with prior NGO collaboration experience.
- Financial proposal evaluated based on cost, approach, expertise, and payment terms with detailed cost breakdown.

8. Reporting & Coordination

- The consultant will report to the BVT core team.
- Progress will be reviewed fortnightly by the BVT steering committee.

9. Budget & Payment

- To be finalized based on scope and deliverables.
- Payments will be linked to milestones as per the agreement.
- Prices should be firm and inclusive of all taxes and applicable costs.
- No additional charges beyond quoted amounts will be accepted.

10. Proposal Submission

Interested consultants should submit:

- Technical proposals include understanding of ToR, methodology, and implementation strategy.
- Portfolio or samples of similar projects, emphasizing rural, agricultural, or eco projects.
- CVs of key team members.
- Financial proposal with phase-wise fee structure

Tentative Activities

Phase / Component	Description / Key Activities
1. Planning & Site Development	- Site study, basic soil & water testing, layout preparation
	- Land leveling, internal pathways, fencing, drainage, gate setup
	- Placement of directional signage and initial site branding
2. Core Infrastructure & Demonstration Spaces	- Construction of one multipurpose training & display shed (30×40 ft)
	- Establishment of demo & plantation areas (SRI/SRT paddy, coconut, areca, bamboo, jackfruit, permaculture)
	- Setup of composting and waste management units
3. Allied Units, Water Systems & Branding	- Water & irrigation setup: borewell link, drip irrigation, solar lift pump, rainwater harvesting
	- Poly nursery and apiary setup: 500 sq. ft. shade net, 5 bee

	boxes
	- Small poultry & fishery demonstration units
	- Branding & information boards: nameplates, theme boards, eco-print graphics, directional signs
4. Management, Supervision & Human Resource (PoC)	- Technical supervision (layout guidance + 3–4 site visits)