

REQUEST FOR INFORMATION - RFI

Part A: Project & Record Information:			
Project Name		RFI Ref. No	
Project Code		RFI Raised Date	
Client/Employer		Material code	
PMC/Engineer		Vendor Code	
Contractor			

Part B: Request for Information Discipline:						
Related Discipline	<input type="checkbox"/>	Civil	<input checked="" type="checkbox"/>	Arch / Finishing	<input type="checkbox"/>	Landscape
	<input type="checkbox"/>	Mechanical	<input type="checkbox"/>	Electrical	<input type="checkbox"/>	Plumbing
	<input type="checkbox"/>	ID	<input type="checkbox"/>	Quality	<input type="checkbox"/>	EHS
	<input type="checkbox"/>	Facade	<input type="checkbox"/>	Others (Specify)	<input type="checkbox"/>	

Part C: RFI Details:		
Subject of Clarification		List of Attachments (Tick all provided attachments)
<i>Details of Clarification</i>		List attached documents (If any): 1. Revised Dwg. 2. Snap. 3. 4.
<i>Related Major Construction Activities Affected by Required Information</i>		
<i>Remarks by Contractor</i>		

For Contractor:					
Description	Name	Designation	Organization	Signature	Date
Submitted by					

Part D: Lodha – Project Team Response:

Note: Information provided in Engineer/ PMC/Lodha response neither authorizes changes to Contract Documents nor relieves the Contractor from his contractual obligation to ensure conformance to all Contract Documents.

Name	Designation	Organization	Signature	Date
	Design – Structure team (For structural scope)			
	Architect (For finishing Scope)			
	Project MEP Manager (For MEP scope)			
	Project Façade Manager (For Façade scope)			
	Project Head			

Part E: Lodha – Corporate Design Team / Design Consultant Response (If required):

Note: Information provided in Engineer/ PMC/Lodha response neither authorizes changes to Contract Documents nor relieves the Contractor from his contractual obligation to ensure conformance to all Contract Documents. Depends upon the scope of RFI, respective discipline of design consultant and CO- design team will approve.

Name	Designation	Organization	Signature	Date
	Design Consultant (Structural/Architectural/ Landscape/Design/Façade/MEP/ID)			
	Co-Design (Structural/Architectural/ Landscape/Design/Façade/MEP/ID)	Lodha		