

**Govt. of Kerala, Dept. of Science & Technology
Kerala State Council for Science Technology & Environment Sasthra
Bhavan, Pattom, Thiruvananthapuram
Srinivasa Ramanujan Institute for Basic Sciences (SRIBS), Pampady,
Velloor Post, Kottayam, Kerala**

INVITATION OF EXPRESSION OF INTEREST

No.05/SRIBS/DPR/EOL.01/2014

Dated: 21.04.2014

Name of the work:

**PRE QUALIFICATION OF ARCHITECTURAL FIRMS FOR ARCHITECTURAL
CONSULTANCY WITH SPECIFIED PROJECT MANAGEMENT ACTIVITIES AND
PREPARATION OF DETAILED PROJECT REPORTS FOR SRINIVASA RAMANUJAN
INSTITUTE FOR BASIC SCIENCES**

DOCUMENT FOR EOI

(Name & Address of Authorized person)

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NOTICE INVITING EXPRESSION OF INTEREST (EOI)

No.05/SRIBS/DPR/EOI.01/2014 **Dated 21.04.2014**

SRIBS invites **Expression of Interest (EOI) for prequalification** from qualified, experienced, competent and financially sound registered Architectural firms / Consortiums for preparing the detailed project report (DPR) for setting up the Srinivasa Ramanujan Institute for Basic Sciences (SRIBS) at Pampady in Kottayam district, Kerala State and creation of required infrastructure for this Institute.

EOI Documents for Prequalification are to be downloaded from website www.kscste.kerala.gov.in from **21.04.2014**.

Last date of submission of EOI : **24.05.2014 upto 3.00 pm**

Opening of EOI : **24.05.2014 at 3.30 pm at Sastra Bhavan,**
Pattom.P.O., Trivandrum, Kerala, India.

Cost of EOI Documents (non-refundable) shall be ` . 2,600/- (cost ` . 2,500/- + VAT 4%) to be paid in the form of Demand Draft from a nationalized bank, drawn in favour of Finance Officer, SRIBS to be submitted at the time of submission of EOI. Application without the Demand Draft shall not be considered.

For details / information, please visit our website www.kscste.kerala.gov.in

Interested parties are requested to submit their EOI in the prescribed format along with all supporting documents/credentials within the stipulated date and time.

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SECTION 1

PREAMBLE & REQUIREMENTS

1. PREAMBLE

SRIBS proposes the creation of required Infrastructure including construction of various buildings, harmonious with contemporary style of Architecture and to suit the current day needs and also keeping with the rich tradition of Kerala, incorporating power saving technologies, aesthetics, compliance to modern norms, green building concepts and relevant sustainable building construction techniques, with strict adherence to National Building Code.

The Architectural firms who satisfy the prescribed eligibility criteria are here by invited to submit their EOI for Prequalification for the Architectural Consultancy required for the above works.

2. OBJECTIVE

The objective / requirement of this Expression of Interest is for Prequalification of suitable Architectural firms for architectural consultancy and preparation of detailed project report. The Prequalified agencies will be eligible for competing in the Stage. II of selection through a Request for proposal (with Technical and Financial bids)

3. SCOPE OF WORK / ROLE OF THE CONSULTANT

A. Preparation of Detailed Project Report for setting up SRIBS

The selected firm has to prepare a detailed project report for the setting up of this Institute with all financial projections after preparing the Drawings & Estimates for the Development of Required Buildings and other Infrastructure Facilities. The general scope of the project are given below.

3.1.1. Background

The Government of Kerala has issued orders for establishing SRIBS at Pampady, Kottayam Vide G.O (MS) 08/2013/ S&T dated, 10.10.2013. It is proposed to design and set up the SRIBS in the land located 12 km away from Kottayam town ship in the RIT Campus. The site proposed for establishing SRIBS is having an extent of 10 acres of plain land. The entire project is proposed to be implemented at an estimated cost of Rs. 25 crores spread over 3 years commencing from 2014-15.

3.1.2.Objectives of the Institute:

The primary objective of the project is to facilitate capacity building in Basic Sciences.

3.1.3. Infrastructure

To start with, a small Administrative block, Guest house, Training Hostel with 60-70 rooms, Halls to conduct workshop, seminars, colloquiums etc., Auditorium, Research Labs etc. are required, which are to be designed and constructed. Necessary supporting and general facilities like canteen, security, plant room, substation and generator facilities etc., are also to be planned and executed.

Since 10 acres of land are available, landscaping of the un utilized land also have to be done.

The entire property has to be provided with compound walls.

3.1.4. Programmes

The Institute is aimed at capacity building in basic sciences. Therefore various types of programmes to achieve this have to be undertaken. Six subject committees have been identified for this viz. 1. Physical Sciences, 2. Chemical Sciences, 3. Mathematical Sciences, 4. Life Sciences, 5. Earth, Atmospheric, Environments, Oceanic & Planetary Sciences, 6. Engineering Sciences.

Training programmes at different levels to strengthen the science teachers, workshops in handling various scientific instruments, winter and summer training schemes in science subjects etc., are also planned.

Even though no regular courses are planned to be started, there is a scheme to nurture and guide final year PG students and Research Scholars by providing hands on experience through training workshops.

Necessary facilities for implementing the above schemes have to be provided.

The information given in 3.1.3 & 3.1.4 above are only indicative the actual scope of work will be available in the request for proposal documents only.

3.1.5.Scope of Work :

Scope of work will include the following

3.1.6. To prepare the Detailed Project Report (DPR) of the new Institute along with detailed designs, detailed engineering drawings and detailed cost estimates for every individual work together with specification, quality of materials to be used. The latest Central Public Works Department's schedule of rates shall be followed for preparation of cost estimates. Provisions for the following items are also to be included in the DPR.

a. Waste disposal and recycling

An efficient and functional mechanism of collection, treatment and recycling of both organic and inorganic waste generated in the campus on daily basis has to be provided.

b. Any other facilities usually required for the functioning of a Modern Scientific Institute are also needed and has to be included in the DPR.

3.1.7. The designs and drawings in the Detailed Project Report (DPR) should be in agreement with the norms laid down in the National Building Code, Local Self Government Rules, CPWD,

and all other statutory authorities/competent authority whose mandates are necessary for the implementation of the project.

- 3.1.8.** The final acceptance of the DPR is subject to the scrutiny and approval of the KSCSTE and the Competent Authority of the State Government.

B. Architectural Consultancy & Specific Project Management

The role of the selected Architectural firm/Consortium is to provide a complete and comprehensive Architectural and MEP services consultancy including Estimating, Tender process, Supervision, Measurement & Billing and Contract management. The scope also include the preparation of Architectural and Structural designs and drawings as per the clients requirements and conforming to all codes and manuals for public building construction. The Drawings & Estimates prepared for DPR can be used for the IInd Stage assignment also. The scope in general will include the design and detailing of buildings required for the Institute, but not limited to the following.

a. Architectural Design

- Initial discussions with the client and site visit
- Analysis of requirements
- Preparation of Concept Design including 3D projections
- Preliminary Architectural Design

b. Building Permit Drawings

- Preparation of all drawings required for obtaining Building Permit (including floor plans, elevation, section, site and service plans and location map, etc. and signing of application and necessary documents) from Local bodies and all concerned authorities like Fire Dept., Pollution Control Board, etc.

c. Detailed Working Drawings

- Preparation of Detailed Working Drawings
 - Architectural Drawings
 - Structural Design and Drawings
- Preparation of Services Design and Drawings
 - Electrical both HT & LT
 - HVAC
 - Plumbing and Sanitary works
 - Fire Detection & Fighting
 - Pollution Control (if applicable)
- Preparation of Detailed Estimates and Specifications of building construction and Services

d. Tender Process

- Assist the client in Tender process and Award of work

e. Supervision of Construction

- Complete supervision of the construction including quality control, measurements, billing, preparation of contract certificates for part and final payments etc. complete.

- Time management of works upto completion and conducting periodical inspections during the defect liability period.

4. Minimum Qualification for Prequalification

Architectural firms/Consortiums who fulfill the following eligibility criteria supported by documentary proof shall be considered for prequalification.

Eligibility Criteria

a. Experience

- i. Applicant should have continuous registration with the Council of Architecture (India) for at least **15 years** as on 31st March 2013.
- ii. Should have a minimum of **10 years** experience of having rendered Architectural Consultancy Services to Government Agencies.
- iii. Should have atleast 5 years experience in Total Consultancy which includes Architectural, Structural & Services Design, Contract documents preparation, Contract management namely Supervision, Measurements & Billing of the works.

b. Technical

Should have experience as an Architectural Consultant in the field of building construction work having successfully completed projects worth ` **30.00 Crores** in the past 5 years for a maximum of 3 works combined, of which at least one work shall be a Government Project worth a minimum of ` **10.00 Crores**.

c. Financial

- i. Architectural Firms should be registered with departments of Income Tax, Service Tax, etc.
- ii. Should have minimum Annual Turnover of ` **1.00 Crore** for the last three financial years (2010-11, 2011-12 & 2012-13).

d. Organization

Architectural firms should have adequate organization, in-house expertise and experience in architectural planning and preparation of architectural concepts and designs; structural, civil, public health, electrical and HVAC engineering; elevators, fire-fighting systems, building automation, LAN, communication, audio visual facilities, interior works, etc., required for the project.

- i. The firm should have adequate staff and infrastructure to take up major composite works.
- ii. Architectural firms shall have an office in Kerala functioning for atleast three years.

5. Selection Procedure for prequalification

The selection shall be done as follows

The credentials submitted by the applicants to satisfy the eligibility criteria shall be scrutinized based on the marking system as below.

i	Organization	30 points
1	Organizational setup & office	5 points

2	List of qualified technical personnel (Separate marks will be given for qualified personnel in each area)	15 points
3	Empanelment and experience with Government Departments	10 points
ii.	Experience	45 points
1	Similar nature of works completed during last 5 years (5 points for every project worth more than ` . 10.00 Crores, limited to a maximum of 15 points)	15 points
2.	Similar nature of works completed during last 5 years (3 points for every project worth between ` . 5.00 crores upto ` . 10.00 Crores, limited to a maximum of 15 points)	15 points
3	Ongoing projects of similar nature (5 points for every project worth of value not less than ` . 10.00 Crores, limited to a maximum of 15 points)	15 points
iii	Financial capability	25 points
1	Annual Turnover for immediate previous years from 2008-2009, 2009-2010, 2010-2011, 2011-2012, 2012-2013 (5 points for every year having a minimum annual turnover of ` . 1.00 Crore) limited to a maximum of 25 points.	25 points
Total		100 points

- The firms who score minimum of 75 **points only** shall be selected based on their credentials.
- The selected firms will be required to make a presentation of their profile, before a committee constituted by the SRIBS. The maximum marks for the presentation shall be 25. The marks for the section as per 5 (a) above will be added to the marks obtained in 5 (b) and the high ranking Architects will be treated as pre-qualified. The number of agencies to be prequalified will be decided by the Institute. Request for Proposal for Stage. II of selection process will be issued only to the prequalified Architectural firms/Consortiums.
- The decision of SRIBS on prequalification shall be final and binding on the Architectural firms/Consortiums. SRIBS reserves the right to limit the number of agencies to be prequalified.
- Interested Architectural firms of repute, satisfying the above requirements, are here by invited to submit their “**Expression of Interest**” (EOI) for providing architectural services for SRIBS.

6. Procedure for Final Selection

The Pre qualified Architects will be issued Request For Proposal (RFP) and they will be requested to give technical & price bids. The evaluation criteria of the technical & price bids will be given in RFP document.

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SECTION – II

INFORMATION AND INSTRUCTIONS TO APPLICANTS

- a. The forms seeking information / documents are given as annexure 1 to 7.
- b. All information called for as per the enclosed forms should be furnished against the relevant columns in the forms. If for any reason, information is furnished on a separate sheet, the fact should be mentioned against the relevant column. Even if no information is to be provided in a column, a 'nil' or 'no such case' entry should be made in that column. If any particular query is not applicable in case of the applicant, it should be stated as 'not applicable'. The applicants are cautioned that not giving complete information called for in the application forms or not giving it in clear terms or making any change in the prescribed forms or deliberately suppressing the information or submitting false particulars/fake documents, shall result in the applicant being summarily disqualified.
- c. Superfluous information need not be furnished and no information shall be entertained after submission of EOI document, unless specifically called for.
- d. The applicant should submit the necessary details with copies of documents/credentials in support of the qualifying requirements.
- e. The applicant should sign on each page of EOI document and other documents submitted by him, with date and seal of the organization, near the signature.
- f. The EOI document in prescribed form duly completed and signed should be submitted in a sealed envelope superscribed "EOI for the Architectural Consultancy for SRIBS, Pampady works" and sent by Registered post/Speed post / Hand delivery, within the stipulated date and time. The Demand Draft towards cost of EOI Document shall be submitted in a separate sealed cover at the time of submission of EOI.
- g. The document is only a request for Expression of Interest for prequalification and not Request for Proposal.
- h. The Architectural firms/Consortium will be invited to give a PowerPoint Presentation of their profile before the committee constituted by the SRIBS as detailed in Clause No. 5 "Selection procedure for prequalification".
- i. Final prequalification of the Architectural firms/Consortiums shall be made by the Committee constituted by the SRIBS.
- j. SRIBS reserves the right to accept or reject any application and/or to annul the selection process and reject all applications at any time without assigning any reason or incurring any liability to the applicants.
- k. Applications received by e-mail/fax and those received late will not be entertained.

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SECTION – III

LETTER OF TRANSMITTAL (on letter head)

To

(Name & Address)

.....
.....
.....

Sir,

Sub : Submission of EOI for Architectural Consultancy and Preparation of Detailed Project Report for setting up SRIBS at Pampady.

Ref : Your EOI No. dated.....

We, the under signed, are interested in offering Architectural Consultancy Services in accordance with your invitation for EOI No. datedWe wish to submit the EOI for prequalification of Architects for SRIBS and are hereby submitting our response with all the desired information and documents.

We hereby declare that all the information and statements made in this response are true and accept that any misrepresentation contained therein may lead to our disqualification.

We understand that you are not bound to accept this or any other response that you may receive.

Yours Sincerely

SECTION – IV – ANNEXURES

Annexure – I

GENERAL INFORMATION OF THE BIDDER

1	Name and Address of the Firm/Consortium	
2	Telephone No / Fax / E-mail	
3	Name & Designation of the concerned officer to whom all references shall be made.	
4	C o A Registration details of Architects	
5	Status (individual / firm / company)	
6	Year of Registration	
7	PAN Number	
8	Service Tax Registration No.	
9	Experience in Government Works	
10	Further information, if any	

Note: Separate sheets may be used wherever necessary.

Annexure – II

**DETAILS OF SIMILAR WORKS COMPLETED DURING THE
LAST FIVE YEARS**

Sl. No.	Name and Address of Client	Description of work	Value of work (in Crores)	Year of Completion	Remarks

- Note:** 1. Photocopy of Performance Certificate / Completion Certificate of owner, in support of the work mentioned above, is required to be enclosed.
2. At least one work must be a Government Work, of value not less than `.. 10.00 Crores.

Annexure – III

PRESENT PROJECTS IN WHICH BIDDER IS ENGAGED

Sl. No.	Name and Address of Client	Description of work	Value of work (in Crores)	Date of commencement of work	Stage of work	Remarks

Note: 1. Proof of details such as work order, status of work, etc., to be enclosed.
2. At least one work must be a Government Work, of value not less than ` 20.00 Crores.

Annexure – IV

ORGANISATION CHART

Sl. No.	Name	Designation	Qualification & Experience	Remarks

Annexure – V

Empanelment/Registration with Government Bodies, Public Sector undertakings Statutory Bodies, etc.

Sl. No.	Name of the Organization	Year since Empanelment/Registration	Name &Details of Project executed

Annexure – VI

ANNUAL TURN OVER STATEMENT

Annual Turnover for the last five years	
Financial year	Annual turn over (` in Crores)
2012-13	
2011-12	
2010-11	
2009-10	
2008-09	
Average Turnover	

- Note:* 1. Annual turnover shall be based on the Audited Annual Accounts.
2. Copies of Annual Accounts viz. Balance Sheet, P & L Account and I T returns shall be enclosed.

Annexure – VII

CHECK LIST

Sl. No.	Attachment / documents	Remarks
1	EOI document	
2	Letter of transmittal	
3	Demand Draft	
4	General Information (Annexure I)	
5	Copy of Registration Certificate from Council of Architecture	
6	Proof for Technical Eligibility	
a	Details showing experience of 10 years in the field	
b	Proof showing similar works completed during the last 5 years (Annexure II)	
c	Details showing present projects(Annexure III)	
d	Details of Organization chart (Annexure IV)	
e	Details of Architectural works for Govt. / Autonomous body or Departments (Annexure V)	
7	Proof for Financial Eligibility	
a	Audited annual accounts (Annexure VI)	
b	Proof of PAN, TAN, Service Tax A-Code etc.	
8	Consortium	
a	Letter of Association	
b	Authorization Letter	