

Bihar Medical Services & Infrastructure Corp Ltd.

(A Govt. of Bihar undertaking)

Expression of Interest for Empanelment of Architect-Consultants

NIT No.-BMSICL/Infra/19/2016, Dated:-28/06/2016

Bihar Medical Services & Infrastructure Corporation Limited, intends to empanel Architect-Consultants, for 3 years initially and extendable further on the basis of performance/requirements, for development of health related infrastructure projects (Construction of hospital buildings, Healthcare Institutions, Doctors and Nurse Quarters, Drug Warehouses, ANM & GNM Schools, hostel buildings etc.) in the state of Bihar.

Expressions of interest are invited from reputed Architect- Consulting firm for taking up comprehensive Architectural & Engineering Consultancy Services including preparation of Plans, Designs, Interior Designs, Estimates of Cost, Tender document etc. Architect/Consultants who have experience in the field of health infrastructure and have a requisite experience of works of similar nature in Government, Semi-Government/PSU/large Private Sector Company in the last five years, are eligible to participate.

The interested Firms will have to submit their offer along with a Demand Draft (Non refundable) amounting to Rs. 10,000/- (Ten Thousand Only) in favour of Bihar Medical Services and Infrastructure Corporation Limited, payable at Patna cost of tender document Rs. 10,000/-. The EOI and accompanying documents downloaded from the website, must be delivered by Speed post/courier/By hand, not later than 15:00 hrs. on 29 July 2016 in sealed envelope clearly labelled "Expression of Interest for Architect-Consultant" to the address given below:-

The Managing Director
Bihar Medical Services & Infrastructure Corporation Ltd (BMSICL)
5th Floor, Biscomaun Bhawan, Gandhi Maida, Patna- 800001, Bihar, India.

Prebid meeting will be held on 11 July 2016. The covering envelope and technical offer envelop will be opened on 29 July 2016 at 16:00 hrs in the presence of the interested firms or their authorized representatives. The Financial offer of the technically qualified firms will be opened on a later date after intimation to the qualified firms.

BMSICL will not be responsible for any delay in receiving the EOI proposals. EOI from Companies failing to provide Demand Draft and requested information will be disregarded. The EOI will form the basis for Empanelment of Consultancy Firms. This EOI does not entail any commitment on the part of BMSICL either financial or otherwise. BMSICL reserves the right to accept or reject any or all EOI without incurring any obligation to inform affected applicants or the grounds. The EOIs will be evaluated based on the information provided. Conditions regarding empanelment will be stipulated in the TOR document, which may be downloaded from the website of BMSICL from 7 July 2016. The consultancy firms will be selected as per guidelines as indicated in TOR document. For projects to be implemented in future; suitably modified TOR will be issued to the Empanelled consultants and based on their financial proposals; work would be entrusted to them.

(Harish Kumar)
Chief General Manager
BMSICL, Patna

Note:- The prebid meeting will be held on 15 July 2016 instead of 11 July 2016 at 11:00 A.M. in the office of BMSICL.

TERMS OF REFERENCE (TOR) FOR ARCHITECT-CONSULTANTS

1. INTRODUCTION

Government of Bihar (GoB) is committed to provide timely and effective Health Care Services to the people of Bihar. A majority of the people of Bihar usually depend on Public/Government Health Care Delivery Systems to address their preventive and curative health needs. Optimal availability of good quality drugs procured at competitive prices, quality provision of health related services and proper construction and maintenance of health facilities are of paramount importance for better Health Care Delivery. In such a scenario, the financing and supply of drugs, services, etc. for government health services has become one of the key concerns for GoB.

To meet the above mentioned objectives in professional manner GoB has set up the Bihar Medical Services & Infrastructure Corporation (BMSIC) under the aegis of the Department of Health and Family Welfare (DoHFW). BMSIC is incorporated under the Companies Act, 1956 and is responsible for the procurement of quality drugs, equipments, services and works for the DoHFW.

The overall objective of BMSIC is to improve the performance of the health care system through systematic improvements in the quality, effectiveness and coverage of health services through proper infrastructure. The mandate for BMSIC is to strengthen the present Public Health Infrastructure in Bihar and build new health related infrastructure as per the plans and programmes of the Government of Bihar.

2. OBJECTIVES

BMSICL requires the services of suitably qualified and registered Architects & Consultants to provide comprehensive Architectural & Engineering Consultancy Services including preparation of Plans, Designs, Interior Designs, Estimates of Cost, Tender document etc for various health related Infrastructure Works in Bihar.

3. SCOPE OF SERVICES

1. PPR-Preparation of preliminary drawings, after preliminary survey modifying as per client's instructions and then submitting the final Architectural Drawings and cross sectional drawing and two side elevation along with 3d view and rough cost estimate based on CPWD Plinth area rate/Analysed rate or market rate.
2. DPR- Submission of Architectural Drawing after carrying out field survey (Table survey/Total Station Survey, Contour mapping), Structural Design and Drawing, PHE Design and Drawing, Electrification Design and Drawing, Mechanical Design and Drawing, External development and other health infrastructure work including preparation of detailed Estimates, Bill of Quantities, Valuation of existing building etc, Proposal for Utility Shifting and Tender Documents after conducting soil test (required as per scale of the project) in three sets.
3. Site development, Boundary wall, Driveway, Landscaping drawings will also form part of DPR.
4. Detailed Estimates for all the above works.
5. Interior designs and Estimates for interior works.
6. Helping in obtaining statutory approval wherever required
7. Helping in vetting of structural design from institute of repute such as NIT/IIT or any other institute as per direction of client.
8. Submission of structural stability certificate from the competent structural engineer.
9. Helping in finalisation of the tender and execution of the agreement.

4. MINIMUM ELIGIBILITY CRITERIA

The Architect consultant / company should meet the following minimum qualifying criteria for different monetary groups' limits for getting pre-qualified:

| Group | Empanelment limit (Project Cost in Crores) | Average Annual Turnover of consultancy fees during the last 5 years (in crores) | Experience of completed consultancy services for similar nature of work during the last five years |
|-----------|--|---|--|
| Group – A | More than 300 Cr. | 6.00 | i. Atleast 3 works not costing less than `100 cr. |
| Group – B | More than 100 Cr. Upto 300 Cr. | 4.00 | i. Atleast 3 works not costing less than `33 cr. |
| Group – C | More than 10 Cr. Upto 100 Cr. | 2.00 | i. Atleast 3 works not costing less than `5 cr. |
| Group – D | Upto 10 Cr. | 1.00 | i. Atleast 3 works not costing less than `2 cr. |
| Group- E | Repair and renovation of existing health facility any amount | 0.5 | i. Atleast 3 works not costing less than `0.5 cr. |

- The applicant must be in existence as consultant for at least 5 years ending the 31.03.2016
- Similar work means health related infrastructure projects (construction of hospital buildings both big and small, Healthcare Institutions, Drug Warehouses, ANM & GNM, B.sc Nursing, Para Medical, Schools & hostel buildings etc.)

5. Evaluation Criteria:-

The firm shall be weighted on the basis of 100 marks assigned for the credentials (Technical and Financial Capabilities) will be as follows:-

- a. Average annual turnover in last **five** years-Maximum 20 marks
 - i. 60% marks shall be given if applicant firm fulfills minimum qualifying criteria.
 - ii. 100% marks shall be given if applicants firm fulfills twice the minimum qualifying criteria)
 - iii. In between i and ii on pro-rata basis
- b. Project Completed (Building Work in last **five** years)- Maximum 30 marks.
 - i. 3 marks will be awarded for each completed Govt./Semi Govt./PSU works. Subject to maximum 20 marks.
 - ii. 2 marks will be awarded for each completed private work.
- c. Experience of Technical Person-Maximum 15 marks.
- d. Experience in the state of Bihar for consulting services in building work-Maximum 5 marks.
- e. Award and Accreditation- 5 marks.
- f. Empanelment with Govt./Semi Govt./PSU- maximum 5 marks (1 mark for each valid empanelment).

- g. Presentation relating to firm's usefulness to BMSICL before Technical committee- 20 marks.

On the basis of aforesaid mentioned selection criteria presently only few Architect/Consultant will be selected for empanelment. However empanelment of more Architect/Consultant In future would be at the sole discretion of BMSICL.

Note:- The date of presentation before the technical committee will informed later. The presentation duration shall be limited to maximum of 15 minutes.

6. Special Conditions

- i. Usually five consultant shall be selected for empanelment for each category, however BMSICL reserves the right to increase/decrease no. of consultant to be empanelled.
- ii. Technical personnel of the firm shall be regular employees of the respective firms. CV's recently signed and dated by the professional staff to be enclosed. BMSICL reserves the right to check the authenticity with the Architect consultant / company.
- iii. The gross annual turnover should be certified by the Chartered Accountant. In case, if no turnover is shown in any year it would be considered as no turn over in that particular year, for working out the average.
- iv. The Proprietor (in case of propriety firm) or at least one of the Partners (in case of partnership firm / Directors (in case of company) should be registered with Council of Architecture, India. The bidder / agencies should have well-established office with sufficient number of Architects, Health Planners, Civil, Structural, Electrical engineer for carrying out the proposed work along with in-house Software & Hardware facilities is required for proper and timely completion of the consultancy Assignment.
- v. All pages of the documents should be signed and stamped by the authorized person of the organization. Overwriting should be avoided. Correction, if any, should be made by neatly crossing out, initialing, dating and rewriting.
- vi. The Bidder may furnish any additional information which he thinks is necessary to establish his capabilities to successfully complete the envisaged work. He is, however, advised not to furnish superfluous information. No information shall be entertained after submission of eligibility criteria document unless it is called for by the Employer.
- vii. An architect consultant /company qualified for higher Group (monetary limit) can also participate for tenders of lower Groups (monetary limits) for the same Category and Monetary Group.
- viii. Even though an applicant may satisfy the above requirements, still he would be liable to disqualification if he has :
 - a. Made misleading or false representation or deliberately suppressed the information in the forms, statements and enclosures required in the qualification documents.
 - b. In case the applicant company is already put on Debar list of BMSICL or black listed by any of government department then the applicant will not be considered for empanelment with

BMSICL. The cut off date for deciding empanelment criteria will be date of tender.

c. Any effort on the part of the applicant or his agent to exercise influence or to pressurize the employer (Canvassing of any kind is prohibited).

7. FINAL DECISION MAKING AUTHORITY

BMSICL reserve the right to modify the eligibility criteria, to decide on cut off date of implementation, to accept or reject any application, to annul the qualification process, to reject all applications or accept new applications at any time, without assigning any reason or incurring any liability to the applicants.

8. METHOD OF APPLICATION:

- i. If the Bidder is an individual, the application shall be signed by him above his full type written name and current address.
- ii. If the Bidder is a proprietary firm, the application shall be signed by the proprietor above his full typewritten name and the full name of his firm with its current address.
- iii. If the Bidder is a partnership firm, the application shall be signed by all the partners of the firm above their full typewritten names and current addresses, or, alternatively, by a partner holding power of attorney for the firm. In the later case a certified copy of the power of attorney should accompany the application. In both cases a certified copy of the partnership deed and current address of all the partners of the firm should accompany the application.
- iv. If the firm is a limited company or a corporation, the documents will be signed by a duly authorized person holding power of attorney for signing the application accompanied by a copy of the power of attorney. The architectural consultant / company should also furnish a copy of memorandum of articles of association.

9. Details to be submitted by the applicants:-

Envelope : 1 Technical Proposal

Envelope – 1 marked as Technical proposal containing the following documents:-

1. D.D./ pay order or Banker's cheque of any scheduled banks towards cost of Document fees for each group of Rs. 10,000 in favour of M.D. BMSICL, Payable at Patna
2. Power of attorney for signing the documents
3. Letter of Transmittal – Form A
4. Structure and organization of Architectural consultant / company – Form B
5. Financial information – Form C
6. Details of similar works during the last 5 years – Form D.
7. Technical Manpower – Form E

8. Empanelment with various government, semi – government / P.S.U or large sector companies – Form F.
9. List of Awards and Accreditation – Form -G
10. Bio-datas of Key personnels
11. RFP document (Signed copy)
12. An affidavit executed after publication of EOI- Form 'H'

Envelope : 2 Financial Proposal

Envelope – 2 marked as Financial Proposal – Form – 'I'

10. SUBMISSION OF BIDS

The E.O.I. should be submitted in two sealed envelopes. First envelope marked Technical Proposal will contain all the above details along with the Demand Draft of Rs. 10,000/-. The Second envelope will contain financial proposal marked Financial Bid. Both the sealed envelopes should then be put in a third envelope which should be clearly labelled as "**Expression of Interest for Architect-Consultants for category A/B/C/D/E**", will contain all the required documents along with the Demand Draft and should be delivered by Speed post/courier/by hand, not later than 15:00 hrs on 29/07/2016 on the following address:-

The Managing Director
Bihar Medical Services & Infrastructure Corporation Ltd (BMSICL)
5th Floor, Biscoman Bhavan, Gandhi Maidan, Patna – 800 001, Bihar, INDIA

11. SELECTION PROCESS

- i. Technical Evaluation: This will be done on the basis of documentary evidence submitted by the bidders/applicant.
- ii. Detailed technical evaluation shall be carried out by Technical Evaluation Committee headed by Chief General Manager (Projects) pursuant to conditions in the tender document to determine the substantial responsiveness of each tender. For this clause, the substantially responsive bid is one that conforms to all the eligibility and terms and condition of the tender without any material deviation. BMSICL determination of bid's responsiveness is to be based on the contents of the bid itself without recourse to extrinsic evidence. The BMSICL shall evaluate the technical proposal also to determine whether they are complete, whether required sureties have been furnished, whether the documents have been properly signed and whether the bids are in order.
- iii. Financial proposals of only those bidders who qualify the technical criteria will be opened, provided all other requirements are fulfilled.
- iv. A bid determined as substantially non-responsive will be rejected by the BMSICL and shall not subsequent to the bid opening be made responsive by the bidder by correction of the nonconformity.
- v. BMSICL has reserves the right to empanel one or more consultant on the lowest offered/negotiated rate.

12. Schedule of payment:-

The consultant shall be paid professional fee in the following stages:-

- i. Part 1 PPR- 100% of total consultancy fee after administrative approval is obtained from the competition authority.
- ii. Part 2 DPR-
 - (A) On submission of DPR with architectural drawing, structural design and drawing along with design calculation comprising of bill of quantities as per prevailing SOR of BCD/DSR/Analyzed rate (in case of non -schedule item along with 3 quotations) specification, elevation, 3d views and tender drawing.- 40% of total fee payable
 - (B) On submission of GFC Drawing in 5 sets on standard size with editable drawing in auto Cad in c.d. and details required for commencement of different work- 25% of total fee payable.
 - (C) On completion of 20% work at site- 10% of total fee payable
 - (D) On completion of 75% work at site- 10% of total fee payable
 - (E) On completion of the project and submission of as built drawing in two sets along with C.D. - 15% of total fee payable
- iii. Part 3 Interior Architectural Work-
 - (A) On finalization of interior layout cost estimate, BOQ, Tender Document and Submission of Tender Drawing- 40% of total fee payable
 - (B) On submission of GFC Drawing in 5 sets on standard size with editable drawing in auto Cad in c.d. and details required for commencement of different work- 25% of total fee payable.
 - (C) On completion of 20% work at site- 10% of total fee payable
 - (D) On completion of 75% work at site- 10% of total fee payable
 - (E) On completion of the project and submission of as built drawing in two sets along with C.D. - 15% of total fee payable
- iv. Part 4 Repair and Renovation Work-
 - (A) On submission of DPR with architectural drawing comprising of bill of quantities as per prevailing SOR of BCD/DSR/Analyzed rate (in case of non -schedule item along with 3 quotations) specification, elevation and tender drawing.- 50% of total fee payable
 - (B) On submission of GFC Drawing in 5 sets on standard size with editable drawing in auto Cad in c.d. and details required for commencement of different work- 15% of total fee payable.
 - (C) On completion of 20% work at site- 10% of total fee payable
 - (D) On completion of 75% work at site- 10% of total fee payable
 - (E) On completion of the project and submission of as built drawing in two sets along with C.D. - 15% of total fee payable

13. Time Schedule- The consultant carry out the work indicated in the scope of the work within the following time schedule.

| Sl. No. | Description of wok | Completion period in days |
|---------|-----------------------|--|
| 1. | PPR | Category A-60 days Category B- 45 days Category C & D- 30 days |
| 2. | DPR | Category A-90 days Category B- 60 days Category C & D- 30 days |
| 3. | Repeat job DPR | Category A, B, C & D-30 days |
| 4. | Repair and Renovation | Category E- 30 days |

14. Penalty for delay- If the work is delayed by a week for a reasons attributable to the consultant action, penalty by way of liquidated damage shall be recovered from the consultant @2% of total fee per week. Subject to maximum limit 10% of total consultancy fee.

LETTER OF TRANSMITTAL

To

The Managing Director
Bihar Medical Services & Infrastructure Corporation Ltd (BMSICL)
5th Floor, Biscomaun Bhavan, Gandhi Maidan,
Patna – 800 001, Bihar, India

SUB: Expression of Interest for Architect-Consultants

Sir,

Having examined the details given in Expression of Interest for the above work, we hereby submit our qualification and relevant documents for (Group –A/B/C/D/E).

1. I/We hereby certify that all the statements made and information supplied in the enclosed Forms are true and correct.
2. I/We have furnished all information and details necessary for Empanelment and have no further pertinent information to supply.
3. I/We hereby confirm that we have read and understood all the stipulations given in this Empanelment documents and the decision of BMSICL with regard to our prequalification shall be final and binding on us.
4. I/We confirm that we are registered with the Council of Architecture of India.

Signature of Authorized Signatory

STRUCTURE AND ORGANIZATION

| | | | |
|-----|---|---|--|
| 1. | Name and Address of applicant. | : | |
| 2. | Group for which empanelment application made for | : | |
| 3. | Telephone No. and Fax No. and E-mail id | : | |
| 4. | Legal status of the applicant (attach copies of original documents defining the legal status) The applicant is: a. An Individual b. A Proprietary Firm c. A firm in partnership d. A Limited Company (Private of Public) | : | |
| 5. | Name of Partners / Directors with their addresses, Telephone numbers, Fax and Email. | : | |
| 6. | Designation of individuals authorized to act for the Organization. | : | |
| 7. | Details of Registration/Membership with the council of Architects (Attach copy) | : | |
| 8. | Has the applicant, or any constituent partner in case of partnership firm, has any pending litigation in the name of his organization? If so give details. | : | |
| 9. | Has the applicant or any constituent partner in case of partnership firm, ever been convicted by a court of law? If so, give details. | : | |
| 10. | Other details: a) PAN No. b) Service tax Registration No. (Copies to be enclosed) | : | |
| 11. | Any other information considered necessary but not included above. | : | |

Signature of Authorized Signatory

FINANCIAL INFORMATION**Turn over for last five years from consultancy services:**

| S.No. | Financial Year | Amount (in Rs. Lakh) |
|--------------|-----------------------|-----------------------------|
| 1 | 2011-2012 | |
| 2 | 2012-2013 | |
| 3 | 2013-2014 | |
| 4 | 2014-2015 | |
| 5 | 2015-2016 | |

Note: In addition to the above the applicant has to submit the following documents/ Information:

1. Copy of Audited Balance Sheet(s) :
for the last five years
2. Copy of valid Service Tax :
Number.
3. Copy of PAN/ TAN card. :
4. Details of litigations, if any. :
5. Other relevant details, if any. :

Signature of Authorized Signatory

DETAILS OF SIMILAR WORKS DURING THE LAST 5 YEARS

| S. No. | Name of work | Scope of Services | Cost of Project | Date of Start | Date of Completion | Name & Address of the client | Type of Building |
|--------|--------------|-------------------|-----------------|---------------|--------------------|------------------------------|------------------|
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The following documents are to be enclosed for each of the above work:-

- Copy of Experience certificate from client not below the rank of Executive Engineer or equivalent
- Copy of Agreement / Award letter

Note:- The applicant is requested to write details of first three project in support of their qualification criteria.

Signature of Authorized Signatory

Technical Manpower

| S. No. | Technical Profession | Name | Designation | Qualification | Total year's of experience | Experience in the present firm |
|---------------|------------------------------------|-------------|--------------------|----------------------|-----------------------------------|---------------------------------------|
| 1. | Architect | | | | | |
| | Structural Consultant | | | | | |
| 3. | Electrical Consultant | | | | | |
| 4. | Plumbing & Water Supply Consultant | | | | | |
| 5. | Landscape Consultant | | | | | |
| 6. | Interior Design Consultant | | | | | |
| 7. | Health Care Planners | | | | | |
| 8. | Any Other Professionals | | | | | |

- List of only in house Technical personal working full time and on roll shall be provided.
- Attach a copy of recently signed C. V of individual personnel.

Signature of Authorized Signatory

**EMANELMENT WITH VARIOUS GOVERNMENT, SEMI-GOVERNMENT / P.S. U OR LARGE
PRIVATE SECTOR COMPANIES**

| S. No. | Name and Address of Organization | Category of Empanelment | Period of Empanelment |
|---------------|---|--------------------------------|------------------------------|
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- Attach copies of certificate / letter of empanelment for each organization.

Signature of Authorized Signatory

AWARDS AND ACCREDITATION

| S. No. | Name & Country of Award | International / National Award | Name of Project | Year of Award |
|---------------|------------------------------------|---------------------------------------|------------------------|----------------------|
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Signature of Authorized Signatory

AFFIDAVIT

1. I, the undersigned, do hereby certify that all the statements made in the required attachments are true and correct.
2. The undersigned also hereby certifies that neither our firm M/s_____ has been blacklisted nor has been debarred by any government department, in India.
3. The undersigned hereby authorises and request(s) any bank, person, firm or corporation to furnish pertinent information deemed necessary and requested by the Department to verify this statement or regarding my (our) competence and general reputation.
4. The undersigned understand and agrees that further qualifying information may be requested, and agrees to furnish any such information at the request of the Department Project implementing agency.

(Signed by an Authorized Officer of the Firm)

Title of Officer

Name of Firm

Date

Ref No :-

Date :-

The Managing Director
Bihar Medical Services & Infrastructure Corporation Ltd. (BMSICL)
5th Floor, Biscomaun, Bhavan,
Gandhi Maidan,
Patna – 800 001
Bihar

Subject :- Expression of Interest for Empanelment of Architect – Consultants – Financial Bid

Dear Sir

This is in reference to your expression of interest for Empanelment of Architect. We are pleased to quote our rates as below for Group A/B/C/D/E:

| S. NO. | Description of services | Unit | Rate (In figures) | Rate (In Words) |
|--------|--|--------------------|-------------------|-----------------|
| 1. | Submission of Site Plan detailed Architectural Drawings in 5 (five) sets (including cross sectional and two side elevation etc) after obtaining approval of the client with rough estimate on plinth area basis as per B.C.D. norms including preliminary survey of land, on percentage basis (Pre project report). | percentage of Cost | | |
| 2. | Submission of Architectural Drawing after carrying out field survey (Table survey/Total Station Survey, Contour mapping), Structural Design and Drawing, PHE Design and Drawing, Electrification Design and Drawing, Mechanical Design and Drawing, External development and other health infrastructure work including preparation of detailed Estimates, Bill of Quantities, Valuation of existing building etc, Proposal for Utility Shifting and Tender Documents after conducting soil test (required as per scale of the project) in three sets (Detailed project report). | percentage of Cost | | |
| 3. | Interior Architectural Works including preparation of Design, Drawing detailed Estimates, Bill of Quantities and Tender documents. | percentage of Cost | | |
| 4. | "Repeat Job" on same design in different parts of the State. | percentage of Cost | | |
| 5. | Submission of detail estimate for minor/major repair of existing facilities (for category 'E' only) | percentage of Cost | | |

- Note:-1. In case of difference in word and figure rate written in word will be considered.
2. In case of any cutting/overwriting it should be duly countersigned.
3. If rate column is left blank by any applicant the financial bid will be treated as invalid.

Signature of Authorized Signatory